



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		DARJEELING GOVT. COLLEGE
Name of the head of the Institution		Projjwal Chandra Lama
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		0354-2254316
Mobile no.		9832375255
Registered Email		dgc.principal@gmail.com
Alternate Email		projlama@gmail.com
Address		Lebong Cart Road, Darjeeling-734101
City/Town		DARJEELING
State/UT		West Bengal
Pincode		734101
<b>2. Institutional Status</b>		

Affiliated / Constituent	Constituent
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Willie Henry
Phone no/Alternate Phone no.	03542254316
Mobile no.	9434131480
Registered Email	iqacdgc1948@gmail.com
Alternate Email	dgc.principal@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.darjeelinggovernmentcollege.com/userfiles202020201720by20.php">http://www.darjeelinggovernmentcollege.com/userfiles202020201720by20.php</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="http://www.darjeelinggovernmentcollege.com/userfiles/file/academic-calender-2018-19.pdf">http://www.darjeelinggovernmentcollege.com/userfiles/file/academic-calender-2018-19.pdf</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.13	2018	26-Sep-2018	25-Sep-2023

### 6. Date of Establishment of IQAC

20-Sep-2013

### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Promotion of Environment Management and	02-Aug-2018 4	60

Conservation		
Administration of Feedback Mechanism	11-Jul-2018 4	1596
Organizing academic staff orientation at the beginning of the first semester	09-Jul-2018 2	895
Organizing orientation for younger staff	06-Jul-2018 3	81

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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>No Data Entered/Not Applicable!!!</b>				
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

**10. Number of IQAC meetings held during the year :**

11

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

Significant contributions made by IQAC during the year 201819 The Internal Quality Assurance Cell (IQAC) worked relentlessly in encouraging and extending its complete support for the academic and administrative improvement of the college. Members of IQAC meet with each other in regular interval to especially monitor the teaching quality and researchbased work culture of the college. IQAC works to improve the quality of research projects undertaken by the faculty members of different departments and also encourages young faculty members to apply for various minor and major research projects to National funding agencies

like DST, CSIR, UGC, DBT etc. IQAC further motivates the opening of advanced learning courses such as post graduate and career oriented courses in the college. IQAC has been recognized as the internal sanctioning authority of the career advancement scheme (CAS) for the faculties. IQAC of this college pays sincere attention for the authentication of the data provided by the incumbent applying for CAS. IQAC is very active to maintain contact with the students to enhance the quality of student life in the campus. Computer literacy of each department is among the primary initiatives of IQAC so that the departmental data can be archived in the database format. Moreover, computer literacy can initiate improved teaching processes and research techniques for each department. IQAC encourages different NSS and NCC programmes and provides its complete support and initiative to engage yearly special camps for these activities. All the major committees of the college are represented in the IQAC. IQAC and TCS (Secretary, Teacher's Council) work together to monitor the mode of functioning of each internal committee of the college. IQAC provides suggestions to library committee to introduce ebook learning system in each department. IQAC in association with the Cell for Gender Sensitization take every initiative for the education and empowerment of woman. IQAC further assists the Principal to follow up with the concerned authorities for the funding related to the infrastructural development in the college.

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achievements/Outcomes
<b>No Data Entered/Not Applicable!!!</b>	
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
GOVERNING BODY	12-Aug-2019

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2018

Date of Submission

29-Dec-2018

**17. Does the Institution have Management Information System ?**

Yes

<p>If yes, give a brief description and a list of modules currently operational (maximum 500 words)</p>	<p>Partial. The institution being the Government degree college, the information is disseminated from the Higher Education Department, Government of West Bengal. Sometimes college wherever necessary displays information through the college website. (<a href="http://darjeelinggovernmentcollege.com/">http://darjeelinggovernmentcollege.com/</a>). The MIS system covers the flow of information relating to admission, classes held, teaching/learning mechanisms, examinations, accounts, attendance, library, laboratories, University curriculum, outreach activities, sports and cultural activities, infrastructural maintenance, IT infrastructure, etc.</p>
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## Part B

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 – Curriculum Planning and Implementation**

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

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

- Lesson Planning: Entire curriculum delivery is planned on a semester basis. The semester plan is further divided into monthly planning and monthly planning is again subdivided into weekly planning.
- Classroom Delivery: In Classroom delivery mainly two types of systems preview and review is followed. Preview and Review System in a glance: Preview System (When a new topic is introduced in the class Preview System is followed) Review System (In continuation to the topic taught, Review Brain Storming 7 mins Concept Development Phase 20 mins Incentive phase Class assignments (notes/ written work) 15 mins Wrapping up 3 mins Home assignment
- Teaching/Learning Activities (Methodologies): Active lectures, demonstrations, practical classes, interaction, group discussions, visual aids, PowerPoint presentations, movie screenings, field visits, role-play, excursions, etc. are some of the methods used here and teaching aids are prepared as per the methodologies used.
- Evaluation: Continuous Assessment System is followed to measure the progress of the students through class and home assignments, classroom participation, term papers, dissertation, viva-voce, and group discussions in P.G programs whereas in the U.G program along with CAS a Mock Exam is conducted before the Semester examination by the concerned departments.
- Parents Teachers Meeting: PTM is conducted after the following
  1. Student Counseling Session - With the Department Head
  2. Corner Help - Provided by the teacher
  3. Peer help - Group studies during free time by the students
  4. Parents and Teacher meet to discuss the mock test result as well. If a particular department finds out that a student is not doing well in the continuous Assessment System then a counseling session is facilitated in which the student's problem is sorted out. The subject teacher helps to clear the concept to the student before class or during free time. The peers are asked to help the student in their free time. If the student still fails to show any improvement then the parents are called as the last resort. All the above-

mentioned content delivery process is carried out in well-planned and documented steps making sure that it leaves no stone unturned to make students learn the course taught in the class.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NA	Nil	Nil	Nil	Nil	Nil

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
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#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Bengali, English, Economics, History, Nepali, Political Science, Philosophy, Geography, B.A General.	06/08/2018
BCom	Accountancy, B.Com General	06/08/2018
BSc	Botany, Chemistry, Mathematics, Microbiology, Physics, Zoology, B.Sc General	06/08/2018
MA	Nepali, English	07/08/2017
MSc	Zoology, Botany	26/10/2017

#### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
<b>No Data Entered/Not Applicable !!!</b>		

### 1.3 – Curriculum Enrichment

#### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>		
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#### 1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Geography	21
BSc	Botany	15

BSc	Zoology	23
BSc	Microbiology	2
MSc	Botany	21
MSc	Zoology	23
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#### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

Feedback Obtained
<p>The college has continuously been working on quality improvement and the betterment of student learning experience, In order to analyze the lag areas of the college and the scope for further improvement, feedback from students, teachers, alumni, and parents has been received. The report focuses on the feedback from students on the syllabus, Teaching, and Monitoring process. The feedback is based on the following questions: Students' feedback on syllabus. Students' feedback on teaching, preparation/ Communication/Approach to teaching. Student feedback on Internal Evaluation Assignments Student Feedback an Internship Student Exchange and Field visit etc. Student feedback on teaching and monitoring Teachers feedback on syllabus Teachers feedback on various courses Teachers feedback on employability courses Teachers feedback on industry based studies Teachers feedback on overall performance Alumni feedback on industry relevant courses Alumni feedback on skill based courses Alumni feedback on overall performance Parents feedback on course content Parents feedback on skill based and industry based studies Parents feedback on overall performance Feedback collected, analysed and action taken are available on website.</p>

### CRITERION II – TEACHING- LEARNING AND EVALUATION

#### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Botany, Chemistry, Math, Microbiology, Physics and Zoology Honors	201	644	61
BA	Bengali, English, Economics, History, Nepali, Pol	473	1163	316

	Science, Philosophy, and Geography Honors			
BCom	Accountancy Honors	41	112	5
BSc	General Pure Science and Bio Science	380	960	15
BA	General	575	2243	110
BCom	General	191	290	6
MSc	Botany and Zoology Honors	66	172	66
MA	English and Nepali Honors	66	284	66
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## 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	513	132	55	2	22

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
79	79	Null	Null	5	Null

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### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Under the mentoring system, the full-time teachers of the college are engaged as mentors to the students. At the beginning of the year, the mentors are provided with basic facts regarding the students under their mentorship, that have been obtained during admission so as to enable them to identify the academic, social and financial backgrounds of the mentees. Thereafter the mentors meet the students formally at specific intervals, to discuss and counsel them regarding their academic progress, attendance, and other issues (if any). The mentors also provide psychological counselling to students, if required. In cases where they think that the mental health problem is beyond their purview, they refer the student to the external psychological counsellor who visits the college once in every week. Apart from formal sessions, mentors often meet the students as and when required - students can approach the mentors at the latter's convenience. Each mentor maintains a record of the details of the students and the mentoring sessions. The mentors try not only to counsel the students to improve their academic performance but also to guide them in achieving their goals and help them in coping with different unfavourable situations if the students confide in the mentor. The one-to-one correspondence enables the mentors to instil human and moral values like social responsibility, ethics, etc. a. One-to-one correspondence during document verification and orientation programme b. Attendance Monitoring System c. Personal interaction



after class d. Encourage students for students seminars and prepare models for exhibition e. Parent Teacher Student meeting f. Guided by teachers about different scholarships and Govt grants g. Encourage students to participate in cultural and sports activities h. NCC i. NSS k. Organised seminars to enrich their knowledge beyond the syllabus of the course of study.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1782	79	1:23

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
121	79	42	4	31

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
<b>No Data Entered/Not Applicable !!!</b>			
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## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	Nill	Nill	Nill	Nill
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college arranges for mid-term test and class tests for students studying under the annual system and CBCS system. Parent-teacher meetings are held whereby they are apprised of their wards performance and marksheets are handed over. But the IQAC has recommended and introduced some class test (subjective question/ MCQ) that can evaluate the academic progress of the students and help the mentor to improve guidance accordingly. Project works, term papers are provided to students and they are encouraged for group discussions and presentations as a method of evaluation and whole progress in their academics.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Darjeeling Government College has been distributing academic calendar among students from long years ago. It is a systematic tabulation of activities done in the college for the whole year, to allow the students and the teachers for making plan in advance. The calendar is made through the manner in which academic policies are enacted. It is solely based on session structure. The academic year comprises 1st, 3rd,5th semester (July-Dec) and 2nd ,4th ,6th semester (Jan- June). It contains-schedule for the commencement of classes, examination schedule, seminar details, result declaration dates, important

dates to be observed and more. The academic calendar is available in the college prospectus and website.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.darjeelinggovernmentcollege.com/ug-departments-courses.php>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
<b>No Data Entered/Not Applicable !!!</b>					
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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.darjeelinggovernmentcollege.com/userfiles/file/student-satisfaction-survey-report-2018-2019.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	Nill	NIL	0	0
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### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NA	NA	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	Nill	Nill	Nill
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nill	NA	NA	NA	NA	Nill
No file uploaded.					

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
<b>No Data Entered/Not Applicable !!!</b>		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Geography	2	3.21
National	Chemistry	1	00
National	Mathematics	1	00
International	Botany	1	6.84
International	Zoology	2	3.56
National	Commerce	1	00
International	Commerce	1	0.84
National	History	1	00
International	Physics	1	00
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
NIL	0
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Towards Gender Equality in Education Changing Pattern of Literacy in West Bengal: Evidences from an Empirical Research	Dr. Sherap Bhutia	Research Reinforcement	2018	0	DARJEELING GOVERNMENT COLLEGE	0
Morphometric Analysis	Sonam Lama and Ramkrishna	Earth Science India	2019	0	DARJEELING GOVERNMENT	0

of Chel River Basin, West Bengal, India, using Geographic Information System	Maiti				COLLEGE	
Total Synthesis of Elvirol: An Unique Bisabolene Sesquiterpene	Nilay Kumar Maitra and Prabir K. Sen	International Research Journal of Basic and Applied Sciences	2019	0	DARJEELING GOVERNMENT COLLEGE	0
Fuzzy Version of some Results in Value Distribution Theory	Sanjib Kumar Datta and Banani Dutta	Journal of the Calcutta Mathematical Society	2019	0	DARJEELING GOVERNMENT COLLEGE	0
Potentials of Ethnomedicinal plants of North Bengal Hilly Areas	Chandan Naskar and Projjwal Chandra Lama	Research Review International Journal of Multidisciplinary	2019	0	DARJEELING GOVERNMENT COLLEGE	0
Observations and documentation of amphibian diversity from a human-modified ecosystem of Darjeeling, with record occurrence of Polypedates himalayanus from Darjeeling Hills, West Bengal	Aditya Pradhan, Rujas Yonle Dawa Bhutia	Asian journal of conservation biology	2018	0	DARJEELING GOVERNMENT COLLEGE	18

COOPERATIVES- Marketing role in Rural Development	Prajjawal Pradhan	Inspiria Excellence Series Multidisciplinary Conference on Future Paradigms in Industry	2018	0	DARJEELING GOVERNMENT COLLEGE	0
Related Party Financial Statement Disclosures of Selected Indian Business Units: Scanning of Some Managerial Components	Sanjoy Kr. Roy, Mousumi Roy, Subrata Kar	International Journal of Computational Engineering Management	2018	0	DARJEELING GOVERNMENT COLLEGE	0
Post-Independent Administrative Reorganisation And Changes In District of West Bengal Jurisdiction Of Jalpaiguri (1947-1997)	Arun Ghosh	Karatoya NORTH BENGAL UNIVERSITY JOURNAL OF HISTORY (VOL-12)	2018	0	DARJEELING GOVERNMENT COLLEGE	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nil	Nil	Nil	NA
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	3	0	0
Presented	5	7	1	0

papers

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### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
In August, 2018, NSS volunteers from the college participated in two days' residential workshop on the theme ZERO WASTE HIMALAYA at Mirik Busty, 4th-5th August, 2018 jointly organised by Zero Waste Himalaya and WWF	NSS team of Darjeeling Govt College collaboration with Zero Waste Himalaya and WWF	2	50
On 9th August 2018 volunteers (40) and one teacher participated in the event on the theme "PLASTIC FREE DARJEELING" and rallied around the town carrying placards with messages.	NSS team of Darjeeling Govt College	2	40
10th August, 2018 five NSS volunteers from our college gave presentation at St. Josephs' College, Darjeeling on the theme "Growing level of pollution in Darjeeling".	NSS team of Darjeeling Govt College with at St. Josephs' College, Darjeeling	2	5
Awareness programme held about the following topics on international Literacy Day (8th September), International Peace Day (15th September) and World Aids Day (1st	NSS team of Darjeeling Govt College	10	150

December).			
Outreach program on 2nd March, 2019 visit to an orphanage, Kiwanis Noora Children Home, at Rangbull. The NSS volunteers interacted with the children and gave an interactive talk on objectives and activities of NSS, Darjeeling Govt. College.	NSS team of Darjeeling Govt CollegeNSS team of Darjeeling Govt College	1	17
On 24th March, 2019, NSS volunteers conducted "Fund raising programme" at Chowrasta, Darjeeling for helping a patient named Mrs. Baruna Chettri. She is an accident patient and is suffering from spinal cord injury since long.	NSS team of Darjeeling Govt College	2	30
A Special Camp was organised from 10th-12th March, 2019 at Latpanchar Village, 57 kms from Darjeeling. The activities were hiking in the surrounding forest, study plantation of Chinchona and visited upper Mahananda Wildlife Sanctuary.	NSS team of Darjeeling Govt College visit to Latpanchar High School and local primary school named Magnolia School	2	20
Nukkad Natak Performance and Mass Awareness Rally on the theme "Cleanliness is Service" campaign (15th September - 2nd October), was organized on 21st September, 2018 in the college premises and at	NCC cadet of Darjeeling Govt. College	1	15

Mall Road.

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## 3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NCC	Advanced Mountaineering Course	Himalayan Mountaineering Institute, Darjeeling, W. B	1
NCC	Search and Rescue Course	Nehru Institute of Mountaineering (NIM), Uttarkashi, Uttarakhand, India	2
NCC	Expedition to Mount Tenchenkhang	Expedition to Mount Tenchenkhang, Sikkim	1
NCC	Outstanding performance in the training year	Governor's Silver Medal, West Bengal	2
NCC	Ek Bharat Shrestha Bharat (EBSB)	Ek Bharat Shrestha Bharat, Govt. of India	1
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## 3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Gender sensitivity	Gender Sensitizing Committee of Darjeeling Govt. college	Organised a workshop on 11th September, 2018 at the college seminar hall with our officer-in-charge sir and other senior professors the awareness propensity to behave in a manner which is sensitive to gender justice and gender equality issues.	15	150
Gender Equity and Child Labour	Gender Sensitizing Committee of Darjeeling	The Gender Sensitizing Committee of our college	10	160



	Govt. college	also organised a programme on 3rd December 2018 in the college auditorium on the topic "Child Labour" where the students were the speakers.		
International Women's Day program	Darjeeling Govt. college	The Gender Sensitizing Committee on 8th March, 2019 also celebrated International Women's Day in College Auditorium with the staff, teachers and students of the college. The programme focused on innovative ways in which we can advance gender quality	50	250
Mother's Day celebration	Darjeeling Govt. college	On May 12th, the Gender Sensitizing committee also celebrated Mother's Day to honour motherhood, maternal bonds and the influence of mothers in our lives.	15	175
PLASTIC FREE DARJEELING	St. Josephs' College and Darjeeling Government College	On 9th August 2018 volunteers participated in the event "PLASTIC FREE DARJEELING" and rallied around the town. On 10th August, 2018 five NSS volunteers from our college gave	2	15

presentation at  
St. Josephs'  
College, on "  
Growing level  
of pollution in  
Darj

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### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	00	NIL	00
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Null	Null	00
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	Null	NA	0
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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
11757934	11757934

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
No file uploaded.	

### 4.2 – Library as a Learning Resource

#### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
NIL	Nil	NIL	2023

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	64833	Nil	112	Nil	64945	Nil
Reference Books	16452	Nil	15	Nil	16467	Nil
e-Books	42	Nil	0	Nil	42	Nil
Journals	20	Nil	0	Nil	20	Nil
CD & Video	246	Nil	0	Nil	246	0
No file uploaded.						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
No file uploaded.			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	50	0	2	0	0	1	17	45	0
Added	0	0	0	0	0	0	0	0	0
Total	50	0	2	0	0	1	17	45	0

##### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS
---------------

##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
4075000	4075000	7682934	7682934

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Darjeeling Government College strive it's best to maintain and utilize all the available infrastructure facilities for better and systematic teaching-learning process. Physical, academic, and support facilities are managed and supervised by the officer-In-Charge, further the officer-in-charge is assisted in the progression by the committees comprising of faculty members. The maintenance of departmental infrastructures are also manage by the officer-in-charge and supervised by the heads of the departments and academicians are resolute by the college coordination committee and report to the officer-in-charge. The constructions are done through the process of approval of the plan. Maintenance of the physical facilities are overseen by the officer-in-charge with the team of committees to monitor and maintain the cleanness of the classrooms, labs, buildings, campus ground, sport facilities and hostel buildings. Maintenance of classrooms, furnitures, seminars halls, auditorium and the infrastructures and maintained by the infrastructure and building management committee Effective utilization of seminar hall and auditorium for organizing seminars, academic meetings, cultural events, conferences is made. To use these facilities, the organizing faculty/committee members need to submit an application to a concern committee to avail the facilities on the priority basis. The class rooms are optimally used by different departments according to the schedule routine throughout the academic year. To make the teaching-learning effective, teacher uses different mode to teach like, online and offline mode, they use LCD projector, computers etc for better learning. Several teaching and non teaching staff are deployed in the form of committee for maintenance of the physical, academic, and support facilities. The college comes under State Government accordingly all the physical infrastructures are taken care by P.W.D. Government of West Bengal.

<http://www.darjeelinggovernmentcollege.com/userfiles/file/procedures-and-policies-for-maintaining-and-utilizing-physical-academic-and-support-facilities.pdf>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	State Govt. scholarships	206	2812080
b) International	NIL	0	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability	Date of implemetation	Number of students	Agencies involved
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enhancement scheme		enrolled	
NIL	Nil	0	NIL
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	The students of the Masters course are trained beyond their class room teaching to prepare for ensuing competitive examinations like PSC, UPSC, NET, GATE etc.	26	9	26	0
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	00	0	0
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	B.SC (HONS)	CHEMISTRY	SIKKIM UNIVERSITY	M.SC
2019	1	B.A (HONS)	ECONOMICS	UNIVERSITY OF NORTH	M.A

				BENGAL	
2019	3	B.SC (HONS))	ZOOLOGY	DARJEELING GOVERNMENT COLLEGE	M.SC
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year  
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	18
SET	1
Any Other	7
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual sports	INSTITUTION	500
Premiere show of an Audio-Visual Poetry "HARKAMAYA"	INSTITUTION	200
Teachers' Day Celebration	INSTITUTION	500
No file uploaded.		

### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Graduate Post Graduate Level science quiz Compe tition at WEST BENGAL STATE STUD ENT-YOUTH SCIENCE FAIR 2018 ---	National	Nil	1	NIL	DEBAYAN RAHA
2018	1st Birgunj INDO NEPAL Taekwondo Championsh ip 2019	Internat ional	1	Nil	--	Abinash Shashankar
2019	North	National	2	Nil	--	Hemant

Bengal  
University  
Inter  
College  
Ateletic  
meet  
2018-19

Limbu,  
Rashap  
Diyali

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Last Student Council was dissolved in August, 2018 and no re-election conducted

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association of Darjeeling Government College is also functioning and working towards its goal of its formation. The first meeting of the year was on December 7th, 2018. This was the first meeting after the NAAC Accreditation team visit on August 2018.

5.4.2 – No. of enrolled Alumni:

20

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

The first meeting of the year was on December 7th, 2018. This was the first meeting after the NAAC Accreditation team visit on August 2018. The meeting got delayed due to various factors. The Committee had a hearty discussion regarding the recommendations the NAAC team gave. The Introductory speech was given by the President of the Association Sir Rujas Yonle, (Associate Professor, Department of Zoology, DGC). The main speakers in the meeting were Sir Willie Henry (Head Associate Professor, P.G. Department of Zoology, DGC) and Madam Sujata Rani Rai (Head Associate Professor, P.G. Department of Nepali, DGC). Sir Projjwal Chandra Lama, (Officer-in-Charge, Darjeeling Government College) also gave recommendations regarding the role the Alumni Association could play in the betterment of the College. The Other members' viz, Sir Sonam Lama (Assistant Professor, Department of Geography, DGC), Sir Nirmal Subba (Assistant Professor, Department of Economics, DGC) , and Sir Sunny Rawat (Assistant Professor, Department of Geography, Southfield College, Darjeeling), also gave valuable suggestions for the future action of the association. The meeting planned out future actions of the association and the main focus would be on meeting the drinking water facilities for the students as stated by the Secretary of the association, Miss Dewki Limbu (Assistant Professor, Department of Geography, DGC). The meeting ended with a vote of thanks from the treasurer of the Association Madam Sudha Rai (Assistant Professor, Department of Economics, DGC).

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

There is formation of Teacher Council in the college. The Officer-in-Charge of the college is the President of this academic body, followed by the Teacher Council Secretary (TCS). All teaching faculty are the members of it. This academic body operate through formation of various sub-committees for carrying out different activities in the institution. At the beginning of every academic calendar, Teacher-Council meeting is held to discuss about various activities and curriculum. Thereafter, timely meeting is held to discuss regarding the performance and matter arising. These committees included Academic Calendar and Routine Committee, U.G. Admission Committee, P.G. Admission Committee, Games Sports Committee, Seminar Workshop Committee etc. Again, two P.G Department, M.Sc. (Botany) and M.Sc. (Zoology) are the autonomous department. Syllabus preparation and academic curriculum activities are done by these two department under the guidance of the head of the institution.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The Institution implements the Syllabus and Curriculum of North Bengal University, Darjeeling. Since the college is affiliated to this University, there is no scope of development of curriculum on its own. However, the P.G. Department of Botany and Zoology functions autonomous with its own Syllabus and Curriculum.
Teaching and Learning	Although chalk and talk method is the most conventional method used in the classrooms for teaching, especially in Humanities and Commerce Departments, presently teachers are actively using laptops and LCD projectors in the class rooms to make the teaching learning process more interactive. Class room experiments are also demonstrated for the students for better understanding. The P. G. Departments of Botany, Zoology and English have installed ICT (smart class) to ensure advanced learning process. Internet access is also provided to students. Remedial classes are organized for the students. Students are encouraged to follow several educational videos available online for better understanding. The learning process is further enriched by Departmental seminars, projects, quiz competitions etc. by each department.
Examination and Evaluation	Monthly tests are taken by each department to evaluate the students. Test examinations for general and Honours subjects are organized by the



	<p>institution prior to the university exams. This ensures the screening of students to appear in the university examinations. In addition, internal assessment of PG students is carried out by viva-voce and seminars. Internal assessment examinations for the practical courses are also taken in each department.</p>
Research and Development	<p>Basic laboratory facilities and necessary equipment are provided as far as possible to the faculty members to carry out the research projects. Students of PG courses prepare science projects in their final semesters which are generally related to research studies.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>The library is currently equipped with 6 computers with internet- wifi facilities. The three P.G. departments viz. Botany, Zoology and English are also equipped with ICT (smart class). The college has recently opened a gymnasium within the college premises and now the gym is fully equipped and functional. The college playground has also been extended with regards to the area so as to provide more open and free space for the students to carry out various physical activities. (<a href="http://darjeelinggovernmentcollege.com/library.php">http://darjeelinggovernmentcollege.com/library.php</a>)</p>
Human Resource Management	<p>The institution sincerely works to prepare the students for their higher studies. The foundation is made at the UG and PG level. Apart from the routine academic classes, the students are also given exposure to sports and seminar. Faculties of this institution are provided a healthy research atmosphere to enrich their academic career. Moreover, they are also opted in different college committees which provide administrative experience to them.</p>
Admission of Students	<p>. Admission committee of the institution ensures a justified and proper admission system in the college by merit based declared criteria. Online application process is quite transparent and efficient. The admitted students are registered under North Bengal University, Darjeeling.</p>

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
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Planning and Development	In this regard, e-governance is operated through the HRMS portal. After joining the institution, Officer of W.B.E.S in the institution are required to generate their respective HRMS ID to initiate the activities like Self Appraisal Report (SAR) submission, income tax deduction, etc.
Finance and Accounts	ONLINE
Student Admission and Support	Online through college website ( <a href="http://darjeelinggovernmentcollege.com/contact-us.php">http://darjeelinggovernmentcollege.com/contact-us.php</a> )

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	NIL	NIL	NIL	0
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	NIL	NIL	Nil	Nil	Nil	Nil
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Short Term Course	1	24/08/2018	30/08/2018	07
Refresher Course	1	08/08/2018	28/08/2018	21
Refresher Course	1	04/12/2019	24/12/2019	21
Refresher Course	2	29/01/2019	18/02/2019	21
Orientation Programme	1	15/11/2018	12/12/2018	28
No file uploaded.				

## 6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
10	0	43	0

## 6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Maternity Leave, Child Care Leave, Health Schemes	Maternity Leave, Child Care Leave, Health Schemes	SVMCM, K2, K3, AIKYASREE, OASIS

## 6.4 – Financial Management and Resource Mobilization

## 6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Audit is conducted by the Principal Accountant General (AE), West Bengal, Indian Audit and Account Department.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
No file uploaded.		

## 6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

## 6.5 – Internal Quality Assurance System

## 6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CAG	Yes	PRINCIPAL
Administrative	Yes	CAG	Yes	PRINCIPAL

## 6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Parent-Teacher Association was formed on 4th August 2018 and accordingly each department conduct parent-teacher meeting as per their respective schedule.

## 6.5.3 – Development programmes for support staff (at least three)

NIL

## 6.5.4 – Post Accreditation initiative(s) (mention at least three)

As per the major recommendation made by the peer NAAC team in the first cycle, the following are the important work were initiated by the institution: (i) Making availability of Water facilities (ii) Improvement of Toilet and sanitation facilities (iii) Upgradation of Library facilities

## 6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No

c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Faculty Induction Programme for all teachers on the newly implemented CBCS System planned.	06/07/2018	06/07/2018	06/07/2018	110
2018	Orientation Programme planned for 1st Semester UG Honours Programme Students.	09/07/2018	09/07/2018	09/07/2018	Nil
2018	Women Education, right health and hygiene awareness programme conducted by Welfare and Education Awareness for Women (WEAW).	04/08/2018	04/08/2018	04/08/2018	Nil

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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Workshop on "Gender equality"	11/09/2018	11/09/2018	205	175
Awareness programme on "Child Labour"	03/12/2018	03/12/2018	130	110
International Women's Day Celebration	08/03/2019	08/03/2019	201	167

Mother's Day Celebration	12/05/2019	12/05/2019	188	135
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7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

1. The college has a rainwater-harvesting system that includes a steel water tank of around 20,000 litres and 15 to 20 plastic Sintex tanks which can store around 40,000 litres of harvested rain water which cater to the needs of around 3000 students and staffs of the college. Apart from this Rain water harvesting the college is supplied with a stable water connection provided by Municipality. The water collected from the roof of the college building is stored in these tanks and are supplied to laboratories, washrooms/ Toilets, Canteen and even to water plants and flowers. 2. The Botany Department and NSS Unit maintains a compost pit where organic leaf manure is generated to sustain the Gardens and greenery around the campus. 3. The college also has taken initiative for segregation of degradable and non- degradable waste. 4. The Organic waste from College Canteen is collected for making vermicompost 5. The college also have taken initiative to minimise energy consumption with the use of CFL/ LED lightening bulbs, tubes etc. and usage of low energy consumption appliances. 6. Awareness programmes regarding Environmental Consciousness are often organised by NSS Unit of the college. 7. The college also takes initiatives to Reuse , Recycle and minimise goods and items which will minimises impact on environment and promotes sustainability.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nil	1	09/08/2018	01	NSS Unit Organised and Participated in a Rally event themed "Plastic Free Darjeeling" which rallied around the town carrying placards with	Plastic waste and impact on environment	41

					messages		
2018	Nil	1	08/09/2018	01	NNS Organised program on Literacy	Literacy Awareness	160
2018	Nil	1	01/12/2018	01	AIDS Awareness	AIDS Awareness	165
2019	Nil	1	24/03/2019	01	NSS Team organised a "Fund raising Programme" at Chowrasta, Darjeeling Town	Fund raising for financially weak patient with spinal cord injury	62
2018	Nil	1	21/08/2018	01	NCC Cadets organised Mass awareness Rally on the theme "Cleanliness is Service" in the college Premise and at Mall Road, Darjeeling Town.	Awareness to the public regarding Cleanliness	16
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
West Bengal Service Rules and UGC Regulations	Nil	Darjeeling Government College is an institution wholly administered and controlled by the Government of West Bengal. Since it is a Government college it functions according to the rules laid down by the Govt of W.B. The faculty and employees perform their duties according to the rules laid down by the Govt. and are guided by the West Bengal Service

Rules. Apart from this the Institution and Faculty follows rules and regulations passed by UGC and affiliating University, NBU.

UGC Regulation 2018 "Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institution"

Nil

Nil

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Orientation Program	09/07/2018	09/07/2018	355
Teachers Day Celebration	05/09/2018	05/09/2018	315
Constitution Day	26/11/2018	26/11/2018	305
International Women's Day Celebration	08/03/2019	08/03/2019	368
World Environment Day	05/06/2019	05/06/2019	209
No file uploaded.			

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. The college has a green area of 55 which consists of different variety of trees, plants and gardens with local medicinal plants and herbs. The department of Botany with NSS unit maintains the Gardens and Green space of the college. 2. NSS Unit and Botany Department have created a compost pit for generating leaf compost/manure to be utilized for maintaining the Gardens and greenery around the college. The compost pit is filled by collecting the fallen and decaying leaves during regular cleaning drive. During major campus cleaning programs the outgrown/ overgrown vegetation especially the bushes are pruned and deposited in the compost pit. Hence, the campus vegetation remains clean. 3. The NSS Unit every year organizes various Plantation programs in the College Campus. The Plantation Program plants various indigenous species of ornamental, flowering, medicinal, wild Orchids, climbers and fruits trees. 4. The college adopts proper methods for segregation and management of different types of wastes generated within the campus. Since the college is declared as a plastic free zone, the use of plastic bags is discouraged within the campus. The college has been maintained as a No-smoking Zone, Tobacco-free Zone, and Plastic-free Zone. 5. The Organic waste from College Canteen is collected for making vermicompost 6. The college canteen does not use fossil fuel for cooking. 7. Various awareness programs/ workshops are organized to make the students aware regarding environmental issues.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

Describe at least two institutional best practices Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link 1. Title of the Practice: Towards Green and Sustainable Campus The rapid urbanization and economic development at

local, regional and global level has led to several environmental and ecological crises. Therefore, it is imperative to adopt the system of the Green Campus for the institute which will lead to sustainable development. Darjeeling Govt. College is deeply concerned and strongly believes that there is an urgent need to address these fundamental problems and reverse the trends. Educational institutions nurturing young minds provide an opportunity to create awareness and take self responsibility to conserve and protect it. For creating and sustaining an eco- friendly campus the college focus on the following major tenets and Commandments of Sustainability-Water Conservation, Save Energy, Reduce Waste, Recycle, avoid use of Plastics, Minimize and Reuse Paper, protect flora and fauna, think and act Sustainable. The college takes initiative and promotes Clean Green, Environmental friendly and sustainable practices which focus on reducing, reusing and recycling resources, conserving water and energy, reduction in carbon emission, protecting bio-diversity and promoting economical and sustainable practices. 2.Title of the Practice: Fostering Academic Research activities and Culture among the Teaching Faculty In any Higher Education Institution of repute, teachers must be encouraged to make a proper balance between teaching and research activities. The college has the responsibility to encourage the teachers, both young and experienced, to pursue their research interests in all earnestness. The responsibility of the college lies in creating an ambience conducive to research work: providing necessary library and laboratory facilities, encouraging the teachers to apply for research projects from different funding agencies, to help publish articles in reputed national/international journals and arrange seminars and conferences to make associations with the research communities thereby widening the scope of research work and collaboration. Although, there is no Modern library with appropriate facilities in the city, nor are there any reputed research centres or laboratories. The college has, however, continued to encourage teachers to pursue their research activities by providing research infrastructure as far as practicable. The college encourages the teachers to apply for different research projects and encourages publishing papers/articles/chapters in reputed national/international journals publication houses. The college also promotes upgrading Library and the laboratories of the science departments by utilizing the State Government and UGC Grant. The teachers in the PG Departments guide the dissertation papers of the PG students. It not only inculcates and awakens the research faculty of the young students but also prepares the teachers as Research Guide. The success of fostering Research activities and culture among the teaching faculty is evident from many research publications. 3. The college also promotes Gender Equality and Equity. Various awareness programs, workshops and seminars are organised for Gender sensitization.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.darjeelinggovernmentcollege.com/userfiles/file/igac-best-practices-i-and-ii.pdf>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

“Empowering First-Generation College Students” Darjeeling Government College was established immediately after independence to cater the educational needs of the Hills. Since its inception till date, this institution has successfully fulfilled the need of this region. Since it is a Government institution, it ensures that education is accessible to all, especially to the economically weaker sections of the society. It takes pride in rendering equal opportunities in regard to holistic development of students. The distinctiveness of this institution lies in catering the need of the economically backward students



especially from the Tea Gardens and rural areas who are mostly First Generation Learners. The mission of the institution emanates from the vision to seek ways to spread higher education in the Darjeeling region and beyond, and give access to it at a minimum cost, especially to stakeholders who are financially challenged, women, scheduled castes, scheduled tribes and minorities who are in large number in the college. The college not only focuses on academic activities but also encourages these First Generation Young learners to actively participate in other extra-curricular activities like sports, cultural activities etc. the college also encourages the Students to participate in Extension programs like NSS, NCC , Literary club etc, learning new experience which inculcates universal values. The college aims at holistic and all round development. The illuminating Alumni of this Institution is a testimony to the achievement of this Institution.

Provide the weblink of the institution

<http://www.darjeelinggovernmentcollege.com/userfiles/file/igac-institutional-distinctiveness-2018-19.pdf>

### **8.Future Plans of Actions for Next Academic Year**

- In view of the acute space crisis in academic buildings, this year proposals have been submitted to the state government for the construction of an academic building for the science departments.
- Improving the learning process by implementing modern teaching aids and proper upgradation of the library.
- Organizing State and National Level Seminars, projects, awareness seminars, quiz competitions and national-level competitions in different departments.
- Student counseling and career guidance plans
- Introducing feedback techniques and arranging parent-teacher meetings on a regular basis.
- Create a Language Hub to develop better communication skills in students and Faculties.
- Create a Centre for Science and Environment Studies, Women's Studies Department, Journalism and Mass Communication Department, Multilingual Translation Department etc.