

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. Details of the Institution

1.1 Name of the Institution

KRISHNAGAR GOVERNMENT COLLEGE

1.2 Address Line 1

P.O. KRISHNAGAR

Address Line 2

DIST. - NADIA

City/Town

KRISHNANAGAR

State

WEST BENGAL

Pin Code

741101

Institution e-mail address

kgcollege1846@gmail.com

Contact Nos.

03472--252863

Name of the Head of the Institution:

Dr. SOBHAN NIYOGI

Tel. No. with STD Code:

03472--252863

Mobile:

9083290019

Name of the IQAC Co-ordinator:

Dr. CHAITALI CHAUDHURI

Mobile:

9874235615

IQAC e-mail address:

iqac.kgc1846@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

WBCOGN13708

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC(SC)/07/RAR/15 dated 11.05.2015

1.5 Website address:

www.krishnagargovtcollege.org

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	3.14	2008	2013
2	2 nd Cycle	A	3.17	2015	2020
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

10/12/2008

1.8 AQAR for the year (for example 2010-11)

2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR (SSR) submitted to NAAC on 28/10/2014 (DD/MM/YYYY)4
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

N.A.

1.12 Name of the Affiliating University (for the Colleges)

UNIVERSITY OF KALYANI

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	RUSA
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	10
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	02
2.4 No. of Management representatives	00
2.5 No. of Alumni	01
2.6 No. of any other stakeholder and community representatives	00
2.7 No. of Employers/ Industrialists	00
2.8 No. of other External Experts	02
2.9 Total No. of members	16

2.10 No. of IQAC meetings held: **8**

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
E- Classroom Also see Annexure I	Achieved

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	04	0	0	0
UG	14	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	18	0	0	0
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

1.2 (i) Flexibility of the Curriculum: ~~CBCS/Core~~/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	04
Trimester	00
Annual	14

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Revision/update of regulation/syllabi is done by the University.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	76	61	15	00	00

2.2 No. of permanent faculty with Ph.D. **39**

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	04	09	00	03	00	00	00	00	04	12

2.4 No. of Guest and Visiting faculty and Temporary faculty **05** **00** **11**

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	6	11
Presented papers	8	26	1
Resource Persons	--	2	--

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Computer-aided education / Smart class room

2.7 Total No. of actual teaching days during this academic year **198**

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) **N.A.**

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop **5** **1**

2.10 Average percentage of attendance of students **75**

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA (Hons)	343	NA	17%	NA	NA	90%
BSc (Hons)	259	NA	61%	NA	NA	91%
BA (Gen)	124	NA	0%	NA	NA	81%
BSc (Gen)	28	NA	14%	NA	NA	86%
MA	97	NA	67%	NA	NA	100%
MSc	45	NA	84%	NA	NA	100%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

Through regular interaction with the administration and different stakeholders, the IQAC offers important suggestions for the overall development of the Teaching and Learning Process. IQAC also monitors deviations, if any, from the norms of UGC in the teaching and learning process.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	10
UGC – Faculty Improvement Programme	01
HRD programmes	00
Orientation programmes	08
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	00

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	11		0	0
Technical Staff	03		0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Purchase of books and advanced scientific instruments to promote research based teaching.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	01	01	00
Outlay in Rs. Lakhs	00	19	15	00

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	07	01	00
Outlay in Rs. Lakhs	00	24.3	2.3	00

3.4 Details on research publications

	International	National	Others
Peer Review Journals	28	00	00
Non-Peer Review Journals	00	00	06
e-Journals	00	00	00
Conference proceedings	02	00	02

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2016-18	WB-DST	34 lakhs	20 lakhs
Minor Projects	2015-18	UGC, WB-DST	26 lakhs	14 lakhs
Interdisciplinary Projects	00	NA	NA	NA
Industry sponsored	00	NA	NA	NA
Projects sponsored by the University/ College	00	NA	NA	NA
Students research projects <i>(other than compulsory by the University)</i>	00	NA	NA	NA
Any other(Specify)	00	NA	NA	NA
Total	00	NA	NA	NA

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges
 Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences
 organized by the Institution

Level	International	National	State	University	College
Number	00	00	00	00	02
Sponsoring agencies	00	00	00	00	KGC

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
02	00	02	00	00	00	00

3.18 No. of faculty from the Institution who are Ph.D. Guides and students registered under them

00

00

3.19 No. of Ph.D. awarded by faculty from the Institution

0

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF 0 SRF 0 Project Fellows 0 Any other 0

3.21 No. of students Participated in NSS events:

University level 200 State level 50

National level National level International level International level

3.22 No. of students participated in NCC events: **N.A.**

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC: **N.A.**

University level State level

National level International level

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input checked="" type="checkbox"/>	
NCC	<input type="text"/>	NSS	<input checked="" type="checkbox"/>	Any other <input type="text"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

All the dedicated students of NSS actively participated in Campus cleaning, awareness programmes and installation of 'plastic free-zone' plaques in the campus.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	36.06 acres	0	N.A	36.06 acres
Class rooms	39	0	N.A	39
Laboratories	23	0	N.A	23
Seminar Halls	5	0	N.A	5
No. of important equipments purchased (1-0 lakh) during the current year.			RUSA	
Value of the equipment purchased during the year (Rs. in Lakhs)	30 lakhs			
Others				

4.2 Computerization of administration and library

Partially computerized(salary part and student part)

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1,17,000 (approx.)		185	100000/-		
Reference Books			46			
e-Books						
Journals						
e-Journals	Registered	Member	Of	inlibnet		
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing								
Added								
Total								

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- **Computerization of office records and library cataloguing is completed.**
- **On-line admission is conducted successfully.**
- Computer lab
- E-Governance

4.6 Amount spent on maintenance in lakhs:

- | | |
|--|------------------------|
| i) ICT | See Annexure II |
| ii) Campus Infrastructure and facilities | See Annexure II |
| iii) Equipments | See Annexure II |
| iv) Others | See Annexure II |
| Total : | |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Regular interaction with students Union and student body, career-based counseling classes.

5.2 Efforts made by the institution for tracking the progression

Regular feedback by the students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2447	303	0	0

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men

No	%

Women

No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1358	817	58	539		2772	1285	870	68	552		2736

Demand ratio

Dropout %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

N.A.

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

There is a student counseling and career guidance cell

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
			04

5.8 Details of gender sensitization programmes

There is no gender biasness in our college and no gender-sensitive complaint has been raised yet. Students are regularly made aware about this.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	00	NA
Financial support from government	969	NA
Financial support from other sources	38 (INSPIRE)	NA
Number of students who received International/ National recognitions	00	NA

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: No major grievance was raised.

No major grievance was raised. (See Annexure III)

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- To impart quality based higher education so that students can acquire knowledge and development skills to face the national and global challenges.
- To develop responsible and sensitive youths on integration from diverse cultural, linguistic and religious groups who have social commitments and have panoramic view of the society.
- To lay emphasis on value based education to create human resources with modern view and foresight who can contribute to the national development by way of catering to the needs of the economy, society and the country as a whole.
- To create accountability within to ensure accountability to the society at large.

6.2 Does the Institution has a management Information System

No

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Several teachers of the college are members of the Board of Studies of different departments of the affiliating university. They offer important feedback and suggestions for curriculum development in the relevant meetings.

6.3.2 Teaching and Learning

Meetings with Teachers, Students, Parents and taking Feedbacks from the students.

6.3.3 Examination and Evaluation

Internal assessment done every year.

6.3.4 Research and Development

Two separate Research sub-committees are there to promote research work done by the Faculty members.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- i. **Digitization of library catalogues.**
- ii. **Installation of LYBSIS in the Central Library.**
- iii. **INFLIBNET facility in the Central Library.**
- iv. **Purchase of ICT tools from the CPE grant and their increased use in the classrooms.**

6.3.6 Human Resource Management

N.A.

6.3.7 Faculty and Staff recruitment

N.A.

6.3.8 Industry Interaction / Collaboration

N.A.

6.3.9 Admission of Students

As per the instruction of the Affiliating University.

6.4 Welfare schemes for

Teaching	0
Non teaching	0
Students	0

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO	N.A.	NO	N.A.
Administrative	NO	N.A.	YES	Govt. of West Bengal

6.8 Does the University/ Autonomous College declares results within 30 days? **N.A.**

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

N.A.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

N.A.

6.11 Activities and support from the Alumni Association

The Alumni Association is actively involved in the developmental activities of the college. It has conducted cultural functions, offered awards to the students who have obtained highest marks in several academic departments.

6.12 Activities and support from the Parent – Teacher Association

N.A.

6.13 Development programmes for support staff

None

6.14 Initiatives taken by the institution to make the campus eco-friendly

Prohibition of the use of plastic bags, Prohibition of smoking in the college premises, Organization of Environmental Science Projects on the college campus and the neighbourhood.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- **More importance on ICT in teaching-learning process**
- **Construction of ramps in different buildings**
- **High speed wireless internet set up for every academic building**

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- **Teachers involved in active research.**
- **Introduction of On-line admission**

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- The institute offers environmental classes and conducts environmental projects.
- Use of plastic bags and smoking are banned in the college campus to protect the environment.
- The college undertakes plantation programme in the college campus.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

8. Plans of institution for next year

- .
 - **Encouraging more teachers to apply for Major and Minor Research Projects.**
 - **Organizing seminars and lecture series.**
 - **Encouraging teachers to publish in refereed journals.**
 - **Forwarding application for DBT Star College to the concerned authority.**
 - **Making the college a free wi-fi zone.**
 - **Introduction of smart classrooms.**

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____***_____

Annexure I

2.14 Significant activities and Contributions made by IQAC

- i. It is a regularly functioning unit which attempts to sustain the quality of academic excellence.
- ii. The IQAC offers important suggestions to the administration for the quality sustenance and enhancement of the institution.
- iii. The IQAC has submitted AQARs regularly from 2009-10 onwards till SSR in 2015-16.
- iv. The IQAC has filled and uploaded the required proforma for All India Survey of Higher Education (AISHE) regularly till 2016-17 academic session.
- v. The IQAC has taken an active role in forwarding the Career Advance Scheme (CAS) of teaching faculties.

2.15 Plan of Action by IQAC/Outcome

Plan of Action	Achievements
<ol style="list-style-type: none">i. To utilise the grant sanctioned under RUSA scheme.ii. To process the pending CAS promotion of several teachers.iii. To encourage faculties to attend OP/RC, seminars, workshops, etc.iv. To encourage and motivate the faculties to undertake various research projects under UGC, DST, etc.v. To encourage teachers to utilise ICT-enabled and student-centric interactive teaching-learning methods.vi. To promote various extension activities under the NSS.	<ol style="list-style-type: none">i. We have already spent 50% of the total grant sanctioned by purchasing equipments and booksii. There is no pending CAS promotion nowiii. Faculties are regularly attending OP/RC/Workshops as required.iv. Several teachers have UGC Minor Research Projects.v. Teachers use e-learning equipments in various classes.vi. Regular NSS activities are done in the college campus like Blood Donation Camp, village level programme and public awareness camps and seminars.

Annexure II
Purchase during 2016-2017
(All amount in Rupees)

OFFICE OF THE PRINCIPAL (All Central Expenditure)

Type of Grant	Head of Action	NR	Head of Action	R	Total
Development (Govt.)	--	0	Contingency	10000	10000
Total				10000	

LIBRARY

Type of Grant	Head of Action	NR	Head of Action	R	Total
Development (Govt.)	Books & Journals	5000	Contingency	4000	9000
Total				4000	

DEPARTMENTS

Department	Type of Grant	Head of Action	NR	Head of Action	R	Total
English	Development (Govt.)	Books & Journals	5500	Contingency	4000	9500
Bengali	Development (Govt.)	Books & Journals	9000	Contingency	5000	14000
Sanskrit	Development (Govt.)	Books & Journals	4000	Contingency	4000	8000
Political Science	Development (Govt.)	Books & Journals	5000	Contingency	3000	8000
History	Development (Govt.)	Books & Journals	5500	Contingency	4000	9500
Philosophy	Development (Govt.)	Books & Journals	9000	Contingency	5000	14000
Geography	Development (Govt.)	Equipments Books & Journals	20000 9000	Contingency	6000	35000
Economics	Development (Govt.)	Books & Journals	3000	Contingency	3000	6000
Mathematics	Development (Govt.)	Books & Journals	6000	Contingency	9000	15000
Physics	Development (Govt.)	Equipments Books & Journals	22000 6500	Chemicals & Glassware Contingency	8000 4000	40500
Chemistry	Development (Govt.)	Equipments Books & Journals	16000 6500	Chemicals & Glassware Contingency	90000 7000	119500
Botany	Development (Govt.)	Equipments Books & Journals	10000 6500	Chemicals & Glassware Contingency	25000 8000	49500
Zoology	Development (Govt.)	Equipments Books & Journals	20000 10000	Chemicals & Glassware Contingency	57000 10000	97000
Physiology	Development (Govt.)	Equipments Books & Journals	12000 6500	Chemicals & Glassware Contingency	20000 10000	48500
Statistics	Development (Govt.)	Equipments Books & Journals	3000	Contingency	4000	7000
Total	Development (Govt.)		195000		286000	481000

OTHER GRANT: RUSA = Rs. 5,00,000/-

Annexure III

The Committee of Gender sensitization and Anti Ragging has performed different activities. As an important committee of the College's Administrative body the Committee of Gender sensitization has performed different activities for attainment of its target of maintenance of an ideal environment in the college campus during the session 2016 -2017.

The students of different classes joined in preparing posters, spreading the ideas of equality and women empowerment. Posters are being displayed in notice boards. Group discussions in regular interval are organized. Participation of students, both male and female, was very much inspiring.

Contact numbers of the faculty members of the concerned committee highlighting the convener's contact no are displayed in the main entrance of the college campus. Students feel free to share opinions with the committee members.

All records and files are preserved in good condition. Privacy and confidence are maintained. Students, specially, girl students of minority community, are taken into confidence.

All activities of the committee are made successful with the cooperation of the teaching, non-teaching staff members and the students' forum of the college.

The undersigned expresses much satisfaction in stating the fact that till date there is no complaint reported or registered to be redressed.
