



# VIVEKANANDA COLLEGE ALIPURDUAR

Internal Quality Assurance Cell (IQAC)



## GENDER AUDIT REPORT

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# **1. Gender Audit: An Introduction**

## **➤ Introduction of the Institution:**

**Vivekananda College, Alipurduar**, began its noble journey way back in the year 1985, when it was founded by the Alipurduar based Ramkrishna Mission Trust which felt the dire need for educational renaissance especially among the underprivileged and the educationally deprived. Thereafter over the last 38 years, it has gradually risen itself and gained exceptional momentum enough to be recognized as an established seat of learning.

The College is affiliated to University of North Bengal, and is recognized by the University Grants Commission under Section 2(f) and 12[B] and also Re-accredited by the National Accreditation and Assessment Council (NAAC), Bangalore.

The College offers full-fledged three years Government-aided Honours courses namely B.A. (English, Bengali, History, Education, Philosophy and Political science), and Programme Course in B.Sc. (Chemistry, Physics and Mathematics) in CBCS method. The college also offers self-financed Programme Course in Physical Education which also runs in CBCS method.

The College prides itself by possessing a rare distinction of having a highly qualified, dedicated and enthusiastic staff with doctorates as well as M.Phil. qualified. In addition to conventional teaching, more stress is laid on imbuing moral and ethical characters, career planning and guidance, sports and co-curricular activities such as NCC, NSS and Sports.

## **➤ What is a gender audit?**

Gender Audit is an attempt to study whether the college has a good gender balance. It tries to see whether college follows government rules, policies and actions formulated for up-gradation of women in society. The Gender Audit tries to assess the impact of its current and proposed policies on gender equality. Although there is no standard approach for carrying out a gender audit, international organizations use two main approaches: participatory in gender audit and the gender integration framework.

A gender audit usually includes two dimensions which are as follows:

**1. An internal audit:** This dimension refers to how much an organization fosters gender equality internally within its organizational, managerial structure and internal work and whether these contribute to gender equality in the organization. An internal gender audit monitors and assesses the relative progress made in gender mainstreaming, contributes to capacity building and collective organizational ownership for gender equality initiatives, and sharpens organizational learning on gender.

**2. An external audit:** This dimension aims to assess to what extent, an organization mainstreams gender in its policies, programmes, projects and services in terms of content, delivery and evaluation. External gender audits evaluate to what extent gender integration fosters the inclusion of, and benefits to women and men involved in or affected by the organization's policies, programs, projects or services provided. When applied to policies, programmes, projects or services, a gender audit starts by exploring to what extent gender equality is mainstreamed in high-level policy objectives and priorities, and further assesses to

what extent policy intentions are actually carried out in specific initiatives (c.g. programmes, projects, services). At the planning level, a gender audit analyses whether there are gender specific objectives or if gender is mainstreamed in the general objectives of the policy in order to guarantee that they contribute to close gender gaps, ensure that women and men benefit equally or in accordance with their gender needs and that inequalities are not perpetuated.

Similarly, a gender audit goes on to analyze how gender is mainstreamed into the implementation of the policy, programme or project. Finally, a gender audit of the monitoring and evaluation phase investigates whether targets and indicators include a gender perspective both in terms of sex-disaggregated data and progress towards gender equality.

### ➤ **Constitution of Gender Audit Committee:**

Sl.No.	Name	Designation	Institution
1.	Dr. Rinku Chakraborty	Member	Head, Department of Chemistry, Alipurduar University, Alipurduar.
2.	Dr. Jyotsna Das	Member	Head, Department of Botany, Alipurduar University, Alipurduar.
3.	Shri Ashim Roy	Member	Head, Department of Mathematics, Alipurduar University, Alipurduar.
4.	Dr. Gobinda Rajbanshi	Chairman	Vice-principal, Vivekananda College, Alipurduar.

The Gender Audit undertaken by the IQAC, Vivekananda College, Alipurduar along with external and internal Committee Members. External Committee Member, Vice Chairman and Chairman intended to scrutinize the gender balance within the institution and its practices and focused on the following objectives:

### ➤ **Objectives of the Gender Audit:**

- The institute shall take effective measures for the safety and security of all genders.
- There must be an accessible, active, unbiased and confidential Grievance Cell.
- There shall not be any kind of discrimination on the basis of gender.
- To develop and enhance the self-confidence and self-esteem of girl students, women faculty and staff in the college.
- To protect girl students from eve teasing and for the same posters to be exhibited at focal places in and around the college.
- A certified consultant to be invited to take care of personal development and confidence building among students.
- Organizing programs to build confidence and install leadership qualities in the girl students.
- To join hands with IQAC, Anti-ragging Committee, and Internal Complaint Committee for creation of gender sensitization.
- To create social awareness about the problems of women and gender discrimination in particular.

The followings are the main objectives of the Gender Audit:

- (a) To know about the gender balance in the college.
- (b) To know about gender perception in the campus.
- (c) To reflect and etch out a road map for gender action.

### ➤ Gender Audit Methods:

The gender audit was conducted within the broad framework called the Gender Integration Framework (GIF), which proposes that transformation can only follow when four organizational dimensions are equipped for gender integration. These four elements are **political will, technical capacity, and accountability** and **organizational culture**. The **Political Will** by means of the initiatives in which the leadership within the college at different levels use their branches of the tree and are also required in equal measure to successfully integrate gender, position of power to communicate and demonstrate their support, leadership, enthusiasm for and commitment to working toward gender equality in the college. **Technical Capacity**, i.e. level of ability, qualifications and skills individuals in an organization need to carry out the practical aspects of gender integration for enhanced program quality, and level of institutionalization of gender equitable organizational processes. **Accountability**, the mechanisms by which a college determines the extent to which it is "walking the talk" in terms of integrating gender equality in its programs and organizational structures. **Organizational Culture**, Norms, customs, beliefs and codes of behaviour in an organization that support gender equality - how people relate, what are seen as acceptable ideas, how people are expected to behave and what behaviours are rewarded.

## 2. Gender Wise Distribution of Staff:

Gender sensitivity refers to an attempt to encounter and accept people without presumptions. Gender sensitive approach aims at opening, reconstructing and broadening expectations and behavioural models related to gender. Gender sensitive structures respond equally to men and women's specific interests without any presumption based on outdated views. The institution was established in the early sixties when the issue of gender was not much of a concern especially in a remote region like ours. When gender became a major parameter for institutional governance, the institutional leaders stepped forward taking steps to ensure gender equality. An audit of gender sensitive features in the Institution yielded the following notable points:

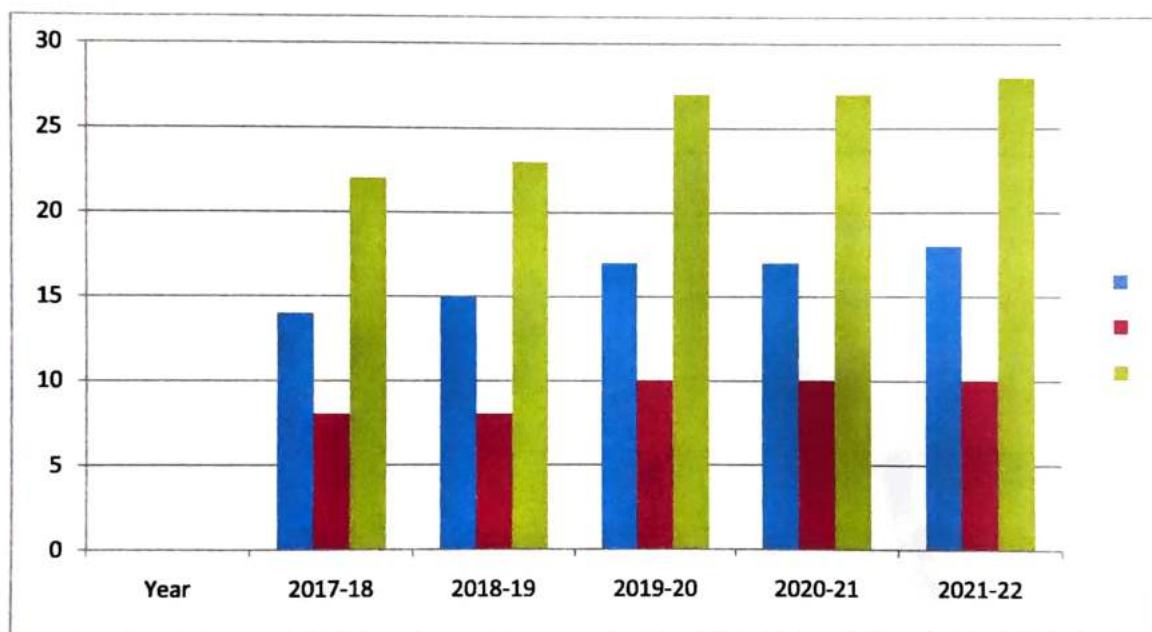
- Basic sanitation facility in the form of separate toilets for the students and staff is provided in the common area. Separate toilets for male and female faculty are available.
- There is a Ladies Common Room provided on the 1st Floor of the main building.
- There are CCTV monitoring devices installed at different locations within the campus especially within the Library and main gate.
- There is a Women's Forum that conducts Gender Sensitization programmes regularly for the students.

➤ **Gender Balance within the Institution:**

Gender balance means the existence of a fair ratio of male and female representation within the institution in terms of number of students in the various programmes as well as within the staff structure. The rationale is that traditionally women have lesser access to resources and opportunities due to the social structures which act as inhibitors to access. This results in lesser capability among women which in turn produces a snowball effect on their empowerment and access to development initiatives. Gender Audit Team reviewed and analyzed the operating environment of Vivekananda College of Arts and Science Camp, Alipurduar. From the analysis, the team understood that the college is operating in an environment where everyone has access to a full range of opportunities to achieve the social, psychological and physical benefits that come from participating and leading in sports and physical activity. Gender equity requires that girls and women be provided with a full range of activity and program choices that meet their needs, interests and experiences. Therefore, some activities may be the same as those offered to boys and men, some may be altered, and some may be altogether different. The college always concentrates on students' academic performance along with their overall personality development. Observing gender equality, the girls are provided with various facilities. The NCC unit for boys and girls is meticulously developing their character and qualities like comradeship, discipline, leadership, secular outlook and spirit of adventure. This unit focuses on outstanding achievements of the girls. The lectures of eminent personalities are held on various topics to develop their personality. Workshops are held on 'Prevention of Sexual Abuse and Safety of Girls Students', 'Health and Hygiene, 'Awareness & Legal Aspects of Sexual Abuse', 'Sexual Harassment of Women at Workplace (prohibition, prevention and redresses), etc. Girls are made aware of laws and by-laws by organizing lectures of eminent judges, lawyers, social workers etc. Anti-ragging Committee and Internal Complaints Committee have been formed in the college. Our girl students have achieved grand success in the field of Cultural Activities and Sports. Their participation in Youth Festival and various competitions has brought laurels and fame to them as well as the College. In the public societal action the College provides classes for parents on parenting issues and also women and Laws. The analysis of the responses of students with regard to programme planning and design in college and its activities revealed that most student members feel that the gender equity in policies, programmes of the college is adequate.

➤ **Gender Wise Details of Teaching Staffs of the College:**

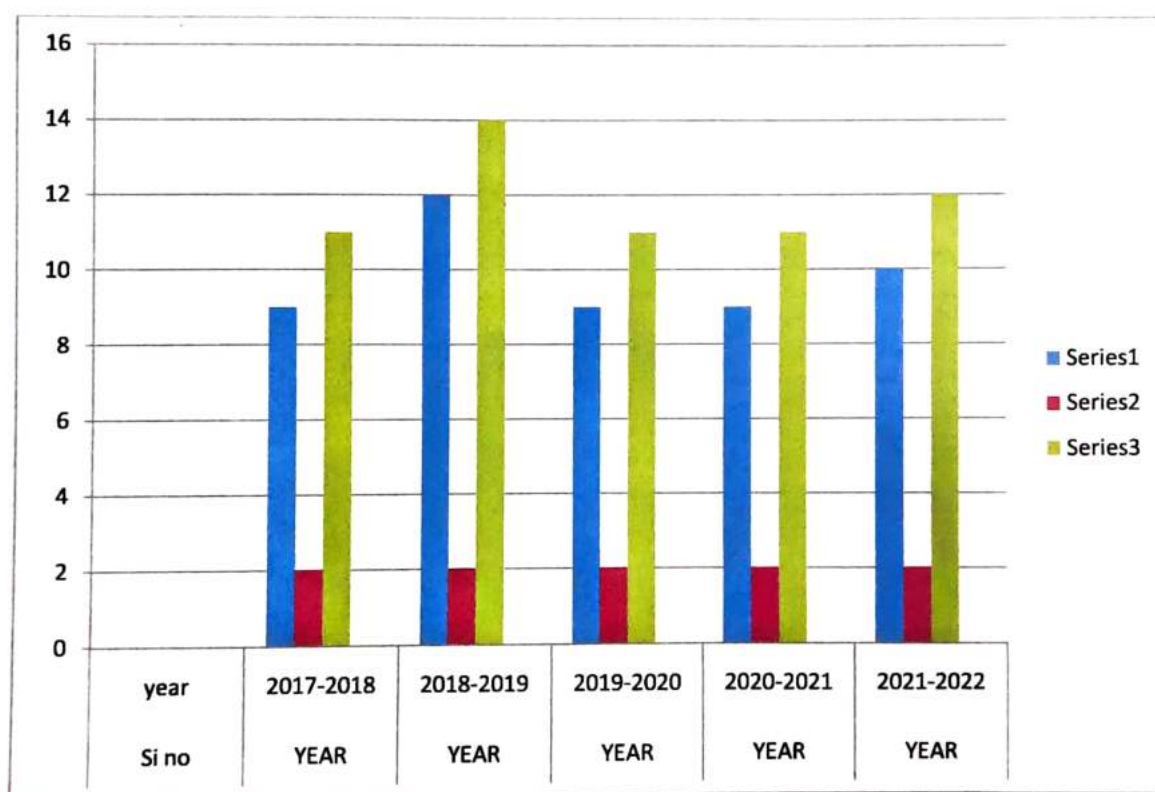
Sl.no	Year	Teaching Male	Teaching Female	Total
1	2017-18	14	8	22
2	2018-19	15	8	23
3	2019-20	17	10	27
4	2020-21	17	10	27
5	2021-22	18	10	28



The table on gender wise details of total teaching faculty in the College provides the information and growth of teaching faculty in the last five years. In the year 2017-18, out of 22 staff 14 (63.64%) were males and 8 (36.36%) were females. In the year 2021-22, out of 28 total teaching staff 18 (64.28%) were males and 10 (35.72%) were females.

➤ Gender wise details of the Non – teaching staffs of the College:

Sl no	year	Non teaching male	Non teaching female	Total
1	2017-2018	9	2	11
2	2018-2019	12	2	14
3	2019-2020	9	2	11
4	2020-2021	9	2	11
5	2021-2022	10	2	12

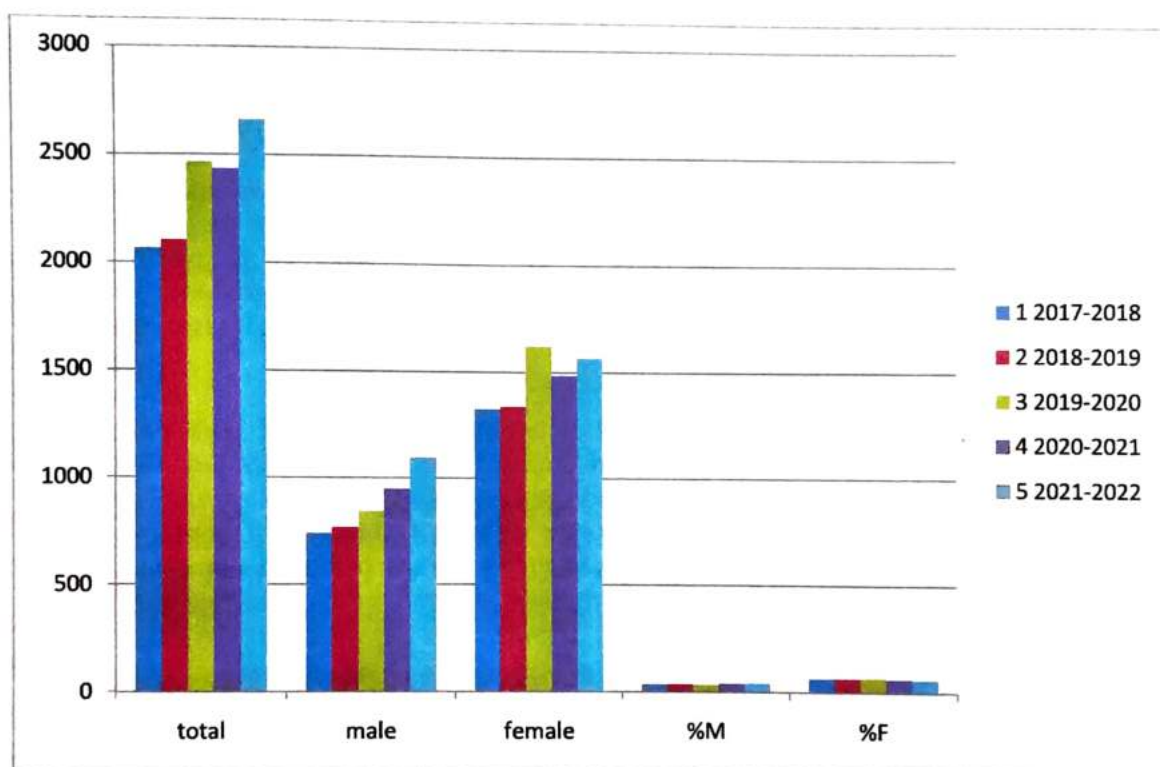


The table on Gender wise details of total Non-Teaching staffs in the College provides the information and growth of non-teaching staff in last five years. In the year 2017-18, out of 11 staffs 09 (81.81%) were males and 02(18.19%) were females. In the year 2021-22, out of 12 total non-teaching staffs 10 (83.33%) were males and 02 (16.67%) were females.



➤ **GENDER WISE DETAILS OF STUDENTS IN THE COLLEGE:**

Sl no	Year	total	Male	Female	%M	%F
1	2017-2018	2065	739	1326	35.8	64.21
2	2018-2019	2103	767	1336	36.48	63.53
3	2019-2020	2464	842	1622	34.2	65.83
4	2020-2021	2434	948	1486	38.9	61.05
5	2021-2022	2663	1098	1565	41.2	58.77



The above table giving gender wise details of students in the College provides the information regarding growth of students' strength in the last five years. In the year 2017-18, out of 2065 total students 64.21% were female students as compared to 35.8 % male students. The further years shows continuous increase in female students as shown in the above data.

### 3. Gender Sensitization Initiatives:

By forming various committees like Anti-ragging, Internal Complaints, and Sexual Harassment Prevention; at the same time providing adequate facilities to girls, gender equality is kept upright in the college.

The following initiatives have been undertaken by the College for the convenience of girl students:

Vivekananda College of Arts and Science Camp is always full of students. To avoid rush and other mishaps, separate provisions have been made at various places for girls.

1. **Girls Common Room:** There is adequate space in the Ladies Common Room and silence is maintained for girls to study. Washroom provision has also been made for girls in the Ladies Room.

2. **Girls Washroom:** Girls' washrooms are situated at two different places in the college with ample water supply and proper maintenance.

3. **Drinking Water:** Water coolers and water purifiers have been provided for boys and girls in the College campus.

4. **Canteen:** There is a separate section in the canteen for girls so that they can comfortably consume their own food or canteen food.

The college has established a number of committees to aid girl students and ladies staff. These committees include:

1. **Anti-Ragging Committee:** Vivekananda college publishes its regulations in the prospectus. Ragging is a criminal offence and UGC has notified regulations on curbing the menace of ragging in educational institutions. In order to prohibit, prevent and eliminate the scourge of ragging the College has formed an Anti-Ragging Committee. The students in distress owing to ragging related incidents can approach the Committee. The Committee has 2 male members. The Vice Principal of the College is the Chairperson of the Anti-Ragging Committee.

3. **Women's cell:** Women Empowerment and Gender Equality are the most important requirements for the progress of our nation. In the effort to make Vivekananda College, Alipurduar a strong kernel of gender sensitization. The Committee has 1 female advisor and 3 female members. It has been organizing various skill enhancement, academic, technical, medical, cultural and social events for the upliftment of women and promotion of the importance of gender equality in society through the College students.

4. **NSS unit:** Our institute has two NSS units to sensitize students towards societal issues and community services, activities of which are mainly carried out by the students. The NSS unit I and unit II provide a suitable environment for taking up a career in the social services. The NSS unit I has 100 students. The NSS unit II has 100 students. The students are trained and motivated for all kinds of social work in the field. They are motivated to serve the society.

5. **Student welfare committee:** Becoming a student representative enables the student to develop and strengthen leadership skills, connect with various internal and external issues and problems, assist fellow students, share experiences and participate in college events for the administrative development.

6. **Internal Complaint Committee:** The College has constituted an Internal Complaint Committee (ICC) as per the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redresses) Act and Rule 2013. Having raised the bar of responsibility and accountability in the Vishaka Guidelines, the Supreme Court placed an obligation on workplaces, institutions and those in positions of responsibility, to uphold working women's fundamental right to equality and dignity at the workplace. Three key obligations were imposed on institutions to meet that standard, namely-Prohibition, Prevention and Redress. In 2013, the Government of India notified the Sexual Harassment of Women at Workplace

(Prevention, Prohibition and Redresses) Act. Consistent with the Vishaka judgment, the Act aspires to ensure women's right to work place equality, protection from sexual harassment through compliance with the above mentioned three elements. It is important to note that the Act provides a civil remedy to women in addition to other laws that are currently in force. Consequently, any woman who wishes to report instances of sexual harassment at the workplace has the right to take recourse of both civil and criminal proceedings.

**Constitution of Internal Complaint Committee:**

Since its establishment, no complaints have been reported to the committee by any of staff members or students.

SI NO	NAME	DESIGNATION	SESSION
1	Prof Neha Chatterjee	Presiding Officer	2021-22
2	Prof Retina Roy	Member	2021-22
3	Prof Smrity Nandi Goswami	Member	2021-22
4	Prof Kanak Kumar Singha	Member	2021-22
5	Prof Bappa Mohonta	Member	2021-22
6	Sri Swapan Majumdar	Member	2021-22

**Number of gender equity promotion programs organized by the institution during the last five years:**

Title of the program	Date	Number of participants	Teachers	Students
Awareness program	04/03/2020	200	15	150
Save the girl child workshop	19/07/2018	218	18	200

**Academic year 2019-2020:**

Title of the program	Duration	Number of participants
Karate course	28/03/2019 to 07/04/2019	20
Beautician course for girls	01/03/2019 to 03/05/2019	18
Mushroom cultivation	10/06/2019 to 12/07/2019	10

## **4. Summary and Conclusion:**

### **➤ Progress towards Gender Equity:**

“Gender equality, equality between men and women...does not mean that women and men have to become the same, but that their rights, responsibilities and opportunities will not depend on whether they were born male or female. Gender equity means fairness of treatment for men and women according to their respective needs. This may include equal treatment or treatment that is different but which is considered equivalent in terms of rights, benefits, obligations, and opportunities.”United Nations Educational, Scientific and Cultural Organization (UNESCO). The college constantly endeavours to work for the benefit of female staff and female students. The institution recognizes that women and men have different needs and power and that these differences should be identified and addressed in a manner that rectifies the imbalances between the sexes. This may include equal treatment, or treatment that is different but considered equivalent in terms of rights, benefits, obligations and opportunities. The college not only tries to organize different activities to make the female students and staff aware about gender sensitization but tries to motivate them to live in a dignified manner and due self respect. We find that student's strength particularly girls' strength is increasing in both UG and PG programmes. We can see the differences in their enrolment also. More girls are enrolling for higher studies. Their strength is on the higher side. Further it has been observed that the success rate among girl students is more as compared to boys. They are taking interest in participating in all co- curricular and extra-curricular activities including cultural programmes organized by the institution. Their participation in sports is also commendable. In our institute we found that among regular teaching staff the strength of males is higher than that of females.

### **➤ Conclusion:**

The analysis shows that gender equity goals and objectives are included in all the policies, programmes of the colleges. The staff also reported that they have no problems related to gender criterion. Gender Audit Team analyzed that gender equality and gender sensitivity is encouraged by management and staff of the college and they do have gender sensitive behaviour. It is found that the college has a lot of strengths and opportunities to develop good gender balance. The weaknesses can be overcome with gradual changes in value set up. Doubtless, the enrolment of girls from all sections of society is increasing and there are no gender issue complaints. With the strong will power and commitment to gender justice, the College would certainly make a mark in the country.

### **➤ Recommendations:**

In the coming years, we aim to –

- Increase the number of female staff to decision making bodies.
- Organize more co-curricular and extra-curricular activities for students and staff including males and females.
- Motivate girl students to actively participate in sports of their own choice.
- Organize awareness programs on Legal Rights of Women.
- Introduce self-employment training in different subjects.

## Signature of the Auditors



Dr. Rinku Chakraborty,  
Member  
Head, Dept. of Chemistry,  
Alipurduar University, Alipurduar

Head  
Dept. of Chemistry  
Alipurduar University



Dr. Jyotsna Das  
Member  
Head, Department of Botany,  
Alipurduar University, Alipurduar.

**Head**  
**Dept. of Botany**  
Alipurduar University



Shri Ashim Roy  
Member  
Head, Department of Mathematics,  
Alipurduar University, Alipurduar.

Head of the Department  
Department of Mathematics  
ALIPURDUAR UNIVERSITY



Dr. Gobinda Rajbanshi  
Chairman  
Vice-principal,  
Vivekananda College, Alipurduar.

Vice-Principal  
Vivekananda College  
D. & Dist Alipurduar

# **REPORT ON GENDER AUDIT**

The purpose of this gender audit report is to evaluate the status of gender equality and inclusivity within Vivekananda College, Alipurduar. The audit aims to identify areas of improvement and provide recommendations to promote a more inclusive and equitable environment for all students, faculty, and staff. The gender audit was conducted thoroughly among the students, faculty, and administrative staffs associated with Vivekananda College. The data collection process adhered to ethical standards and ensured confidentiality and anonymity. The gender composition of the students at Vivekananda College is relatively balanced, with a majority of female students. The representation of female faculty members is significantly lower compared to male faculty members, indicating a gender imbalance in the teaching staff. Female students and male students have similar access to academic opportunities, including courses, and scholarships. The majority of the stakeholders feel safe on campus due to CCTV cameras and other facilities for females. Gender sensitization programs and workshops are conducted sporadically, and there is a lack of comprehensive gender mainstreaming initiatives. The college authority is implementing policies to ensure gender parity in faculty recruitment and promotions through promoting academic equity. The gender audit of Vivekananda College, Alipurduar, highlights the need for concerted efforts to promote gender equality and inclusivity. This report serves as a starting point for initiating a gender-responsive transformation within the institution and fostering a culture that values diversity and gender equality.



Dr. Rinku Chakraborty,  
Member  
Head, Dept. of Chemistry,  
Alipurduar University, Alipurduar

Head  
Dept. of Chemistry  
Alipurduar University



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Vivekananda College, Alipurduar. Vice-Principal  
Vivekananda College  
P.O. & Dist. Alipurduar

# **Certificate for the** **Gender Audit**

*This is to certify that a comprehensive gender audit was conducted at Visvekananda College, Alipurduar, in accordance with established guidelines and protocols. The audit aimed to assess the state of gender equality and inclusivity within the institution and provide recommendations for improvement. The audit was conducted by a team of qualified professionals with expertise. This certificate is awarded to acknowledge the successful completion of the gender audit and to recognize the institution's commitment to creating a more inclusive and equitable environment for all students, faculty, and staff.*



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**Alipurduar University, Alipurduar**

**Head**  
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**Head, Dept. of Chemistry,**  
**Alipurduar University, Alipurduar**

Head  
Dept. of Chemistry  
Alipurduar University