YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	DR GOUR MOHAN ROY COLLEGE
• Name of the Head of the institution	DR. BASANTA KHAMRUI
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03422750548
• Mobile No:	9477076736
• Registered e-mail	drgmrcollegenaac@gmail.com
• Alternate e-mail	bkhamrui@gmail.com
• Address	VILL - MONTESWAR
• City/Town	PURBA BARDHAMAN
• State/UT	West Bengal
• Pin Code	713145
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid

• Name of the Affiliating University	**UNIVERSITY OF BURDWAN**
• Name of the IQAC Coordinator	**DR. CHHANDA KARFA**
• Phone No.	**03422750548**
• Alternate phone No.	
• Mobile	**7908221270**
• IQAC e-mail address	**drgmrcollegenaac@gmail.com**
• Alternate e-mail address	**karfa.chhanda@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	nil
4.Whether Academic Calendar prepared during the year?	**No**
• if yes, whether it is uploaded in the Institutional website Web link:	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.06**	**2016**	**19/02/2016**	**18/02/2021**

6.Date of Establishment of IQAC	**30/03/2013**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	**nil**	**nil**	**Nil**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	**1**

• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
• If yes, mention the amount	

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

• Prepared Action Plan for the Academic Session 2020 2021

• Prepared planning for College decoration and external activities.

• Took several initiatives for conducting online teaching-learning and evaluation process effectively on a regular basis.

helping hands to the communities in different ways as to spreading COVID awareness,

• Organized several webinars on academic and administrative issues.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Programming online classes and measures for internal evaluation via online questionnaires to be increased.	Online classes were taken on regular basis on Google Meet platform according to the central and departmental routine Semester wise. Internal Evaluation system was also conducted via Google Form.
Alerting all the stakeholders of the college with important notifications through email and SMS.	This entails better communications with all teaching, non- teaching staff of the college and the students as well.
To provide financial aid to the students during the pandemic period.	The students were provided financial aid by reducing some fees at the time of admission.
To repair and upgrade the electrification line.	Repairing and up-grading the electrification line has been done as per necessity.
To maintain and nurture College Garden and overall greenery of the College it boasts of.	The College properly maintained and nurtured the College garden and its greenery throughout the whole year.
To organize cultural and sports activities.	It was due to the pandemic situation no such programme was organized inviting physical presence of any stakeholder. Some cultural activities were organized virtually.

13.Whether the AQAR was placed before statutory body? No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	13/06/2021

15.Multidisciplinary / interdisciplinary

Dr. Gour Mohan Roy College is affiliated with The University of Burdwan, adhering to its academic frameworks. The college adopts the Comprehensive Choice Based Credit System (CBCS) syllabus provided by the university, which fosters academic adaptability through an interdisciplinary approach. This curriculum structure encompasses Core Courses, Discipline Specific Electives, Generic Electives, Skill Enhancement Courses, and Ability Enhancement Compulsory Courses at the undergraduate level, ensuring a blend of theoretical knowledge and practical skills. Consequently, Dr. Gour Mohan Roy College offers twelve undergraduate programs with diverse course combinations, empowering students to tailor their academic paths according to their interests and capabilities.

16.Academic bank of credits (ABC):

The introduction of the Academic Bank of Credits under the proposed National Education Policy aims to foster a multidisciplinary and flexible approach to learning, with the goal of enhancing qualifications and improving the gross enrolment ratio (GER). However, implementation of such initiatives within individual states, particularly in affiliated colleges like Dr. Gour Mohan Roy College, which operates under the auspices of The University of Burdwan, often faces delays due to the concurrent nature of education policy. As a non-autonomous institution, Dr. Gour Mohan Roy College must coordinate with and adhere to the policies of The University of Burdwan. While the college fully supports the Academic Bank of Credit System, based on a "Distributive and Flexible Teaching Learning" model, it awaits approval to integrate this system. Nonetheless, the college possesses the necessary infrastructure to support a well-maintained credit system. Under the Choice Based Credit System, the college empowers its teachers to design curricula and pedagogical approaches that promote a multidisciplinary and holistic academic experience. Initial textbook references, assignments, and assessments are structured to encourage critical and analytical thinking among students, enabling them to align their studies with their individual interests and orientations. To address dropout rates, teachers always provide special assistance for students who need to repeat a semester. Recognizing the financial challenges faced by many rural students, the college extends support to those experiencing financial emergencies, facilitating their re-registration for examinations

even after a hiatus, thus enabling them to resume their educational pursuits.

17.Skill development:

Ever since its establishment, and especially in the last five years, Dr. Gour Mohan Roy College has undertaken some measures pertaining to skill development of the learners. Providing soft skill and light skill trainings to the learners such as employability training programme in collaboration with Webel Technology Limited. Teaching is all about developing skills vis-à-vis communicating social and human values to the learners in various ways. Along with such student centric efforts outside the regular curriculum, a wholehearted endeavor is made within the framework of the syllabi to impart and inculcate value-based education among the students. While literature subjects like Bengali, English, Sanskrit, etc., are directly related to imparting teachings related to human values and human ethics, subjects in the social science group like Political Science, Philosophy, History, etc., are engaged in imparting teachings related to constitutional values, ethics, citizenship rights and tradition. Commerce as a discipline is contributing a lot in the practical applications of GST, TALLY, ITR Filling and financial reporting system etc. Geography in this regard involves software applications in mapping such as QGIS to make the students independent and engaged in cartographic techniques. The department of Political Science also involves the students in Youth Parliament Competition every year. It helps students to gather knowledge of the democratic process of the country.

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

Education, primarily in a multiethnic and multicultural nation like India, necessitates the adoption of well-designed curriculum that include teaching-learning methods in Indian Languages, culture, etc. It calls for appropriate measures to instill a sense of national integration, and sensitivity to cultural and linguistic diversity is crucial in fostering such a notion. Dr. Gour Mohan Roy College plays a pivotal role in this direction. It caters to the academic interests of a large body of students coming from diverse socio- ethnic and religious groups, and fosters an inclusive environment, thereby promoting a sense of harmony and fellow-feeling. Affiliated to The University of Burdwan, Gour Mohan Roy College follows the curricula prepared by its parent university. The CBCS syllabi implemented by the latter have ample scope for an interdisciplinary approach to education as it offers a range of courses, specially in subjects like Bengali and Sanskrit, that

ensure strategic integration of the Indian knowledge system. The CBCS curricula are aptly designated to inculcate human values and professional ethics among students.

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

The National Education Policy aims to create an outcome-based education where the institutions are expected to design a curriculum based on innovation and skill-based learning. Keeping this aspect in mind, Dr. Gour Mohan Roy College, under the CBCS, is following programmes of study which provide a pivotal platform in delivering deeper insight of the subjects and an interdisciplinary and holistic approach to study. The college, through regular assessments from the students, evaluates the progress of their knowledge, skills, research attitudes and conceptualization of the courses taught. The three-year degree courses of B.A. and B.Com. are structured in a fashion where the outcomes can be measured through knowledge building, comprehensive and analytical skills. The students are trained to acquire skills of synthesizing and evaluating the ideas and concepts which will offer an understanding of both normative and empirical virtues of the world. Therefore, the special lectures and seminars held by the three streams encourage the students of all disciplines to attend the talks so that they can have an all-inclusive multidisciplinary approach to study. Along with that, the college also arranges for training from WEBEL so that besides moral, financial security can also be ensured. The departmental's seminar, help in having an empirical mindset about Technical, Economical, Taxation, Intellectual Property Rights, Socio-political development, Communication skills and Environmental fortifications going on around the globe.

20.Distance education/online education:

Dr. Gour Mohan Roy College, as a centre of learning in higher education, has catered to the educational needs of its pupils since its establishment, and to keep up the commitment of providing quality higher education in various periods, faculty members and administration of the college have adapted themselves to the evolving situations, specially through the recent COVID-19 pandemic phase. While face-to-face teaching-learning process, often hailed as offline classes has proved to be the most effective medium of instruction, use of virtual mode has become very much instrumental and effective in the pandemic phase. Our college ever since the onset of the pandemic in March, 2020, has been constantly endeavouring and evolving to take up online mode of learning. During this phase teachers have used the platform of google meet to take classes and Students can ask questions, write their critical

comments, observations, etc. in the chat box to interact with teacher. Presently we have adopted digital mode of teachings are being facilitated to the students during COVID 19. There were initial obstacles as a major portion of students did not have smart phones or devices to be connected online. But gradually these obstacles were overcome and smooth functioning of online classes is still going on online mode. teachers have also equipped themselves with newer technologies through constant discussion and exchange of ideas with colleagues. Not only delivering lectures, but also evaluation and assessment of answer scripts, putting marks and uploading necessary documents on the University portal have been done online.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**22**

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1 Number of students during the year	**3570**

File Description	Documents
Data Template	No File Uploaded

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1023**

File Description	Documents
Data Template	No File Uploaded

2.3 Number of outgoing/ final year students during the year	**452**

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1	**16**
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded

3.2	**19**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1	**33**
Total number of Classrooms and Seminar halls	
4.2	**2566450**
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	**68**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Dr. Gour Mohan Roy College was set up in the year 1986, which started with only 22 students at a asbester saded building has at present more than 3000students in its different departments. The college is affiliated toThe University of Burdwan. For the effective handling of the curriculum the teachers of our College attend

Orientation Programmes and Refreshers Courses, Winter & Summer Schools, National and International Seminars and workshops and frequently present papers.

Before the commencement of a new session each Department organizes departmental discussions to break up the syllabus into several modules and assigns definite portions to different faculties. The syllabus prepared by the University has sufficient scope for academic flexibility with an inter-disciplinary approach.

The Academic sub- committee of the college prepares the academic calendar well ahead of the new session. The Routine sub- committee comprising members from each of the streams prepares the class routine keeping in view the number of working days and the availability of classrooms. In the class routine theoretical and practical classes are so arranged as to give students enough scope for creative thinking and profitable learning. Tutorial classes are held regularly

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	nil

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

Dr. Gour Mohan Roy College follows an Academic Calendar for the smooth functioning of the institution through timely discharge of its academic and administrative duties. Every year, the calendar is prepared well in advance of the commencement of the academic session (scheduled from July to June of the following year), keeping in mind the calendar of The University of Burdwan.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating	A. All of the above

University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**No File Uploaded**
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

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

13

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	<u>View File</u>

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

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

01

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

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

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

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

1.3 - Curriculum Enrichment

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

Our Institution is affiliated to the University of Burdwan hence it has to follow the curriculum prescribed by the University for teaching all the Honours and General subjects in the UG stream. This curriculum covers different aspects of Professional Ethics, Gender, Human Values, Environment and Sustainability in different sections of all types of Programs ranging from Language (Bengali, English, Sanskrit), Commerce-EconomicsHumanities (Education, History, Philosophy, Political Science, Sociology)and Transdisciplinary subjects(Geography).

Faculty members of different departments take special efforts and consideration while teaching these themes, especially in a local context, in order to make the students more responsible, adaptive and committed towards these perspectivesas they address pertinent basic human values. This in turn helps in transforming them into better human being themselves as well.

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	**No File Uploaded**

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

0

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the	**E. None of the above**

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

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**E. Feedback not collected**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2272

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

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

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

532

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

2.2 - Catering to Student Diversity

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

Dr. Gour Mohan Roy College implements a comprehensive approach to evaluating student learning levels and tailors special programs to cater to both advanced and slow learners. The institution employs various strategies, including:

- **Conducting assessments of students at the Entry level, particularly those joining at the Undergraduate level, who come from diverse backgrounds and educational boards. These assessments involve both written and oral class tests.**

For advanced learners, the college adopts the following approaches:

1. Organizing quizzes and student seminars across different departments to foster a healthy and competitive learning environment. 2. Encouraging participation in inter-college and intra-college competitions, as well as facilitating paper presentations utilizing information and communication technology (ICT). 3. Providing opportunities for publication in students' magazines.

To support slow learners, the college has initiated several programs, such as:

- **Arranging meetings between faculty and weaker students by the departments to discuss and address specific areas of weakness.**

File Description	Documents
Link for additional Information	[nil](nil)
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
3570	16

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

During the COVID-19 pandemic, online classes prioritized illuminating learners on various teaching modules using audio-visual aids. Practical sessions have been conducted through digital mode. Additionally, targeted assignments have frequently been assigned to students based on specific topics via online mode.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	nil

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

The teachers of Dr. Gour Mohan Roy College have always been proactive in the use of computer, Internet, and learning software. Even before the pandemic-induced closure of Higher Education Institutions across the country, The college boasts of a seminarRoom, which is equipped with state- of-the-art technologies such as projectors, LED screens, whiteboards, Internet connection, microphones, speakers, and so on.With a view to improved student learning and better teaching methods, our college has provided us with multiple desktops, laptops, ICT-enabled classrooms as well as seminar and conference halls to support, enhance and optimize the delivery of lectures. ICT facilities have helped our college to organize many national, and state-level seminars, and workshops with success.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[nil](nil)

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

16+28(SACT)=44

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

2.4 - Teacher Profile and Quality

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

16

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

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

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

9

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

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

2.4.3.1 - Total experience of full-time teachers

202

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

2.5 - Evaluation Process and Reforms

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

Dr. Gour Mohan Roy College has implemented several crucial measures to ensure the integrity, strength, and transparency of internal assessments. These steps include strict adherence to the guidelines set by the affiliating University for conducting internal assessments each semester and mandating internal assessment for all six-credit courses.

Answer scripts undergo objective evaluation, prioritizing both short answer and essay-type questions while maintaining strict avoidance of leniency. Evaluated scripts are shared with students for self-correction purposes.

Teachers and examiners openly discuss errors and justify scores in class, fostering an unbiased and transparent evaluation process. This allows students to engage with teachers if they have any disagreements regarding their evaluation.

Regarding frequency, every department must conduct a minimum of two class tests per academic session. The College also adheres to the Continuous Assessment (CBCS) system as per university regulations.

During the Covid-19 pandemic, the College swiftly transitioned to online examinations following directives from the University of Burdwan. Online answer scripts were collected via dedicated emails and evaluated according to predefined guidelines established by the University of Burdwan, ensuring a well-managed assessment process even during challenging circumstances.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	nil

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

Since the evaluation is both internal and external, and the former is conducted by the college while the latter by the affiliating university, examination related grievances are handled in different ways. At the college level, date is fixed for the students on which to consult their evaluated answer scripts, so that they can settle disputes, if any, through interaction with the concerned examiners. Till date there has not been any major complaint regarding under-marking, over-marking or perfunctory assessment. To make the process transparent, the date is notified well in advance by the respecrive departments. The checking of evaluated scripts by the students is time- bound and efficient since the process is completed roughly within two weeks, but positively before the filling up of forms for university examinations.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college emphasises on the Course Outcomes keeping in view the overall developmental goals envisioned by the CBCS system of Higher

Education. Dissemination of discipline related knowledge in classrooms is done completely based on the Course Outcomes set by the UGC and as directed by University of Burdwan.

Some departments holds internal meetings and discussions to set uniform parameters within each department. Every department targets a balanced approach in Course Outcome: immediate enhancement of knowledge and character development through every course taught. At the beginning of each term, the Course Outcomes are broken down into smaller targets in front of the students in class. This gives the whole plan a perceivable purpose and precise direction, Students are rendered with transparency regarding expectations from the teachers' end. In this manner, the whole system of Course Outcome is made effective through each course in each semester. But, it is not only the subject specific outcome that the teachers emphasise in the classroom.Theyalso render the students with the understanding as to wherein their course figures in the entire Undergraduate Programme as laid out by their university.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The optimal approach for assessing whether students have achieved the Course and Program outcomes involves conducting University Examinations, wherein Internal and Tutorial/Practical evaluations serve as highly effective judgment methods. However, assessment begins in class at the onset of the semester through various means such as posing conceptual questions and engaging students in precise objective experiments. Additionally, many departments administer quizzes, debates, group discussions, and surprise tests periodically to gauge student progress. These formative assessment methods enable the college to identify advanced learners for further conceptual development and provide support to slow learners within the departments.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	<u>nil</u>

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

741

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Paste link for the annual report	<u>nil</u>

2.7 - Student Satisfaction Survey

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

<u>nil</u>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

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

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

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

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	**No File Uploaded**

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during

the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	**No File Uploaded**

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	**No File Uploaded**

3.3 - Extension Activities

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

Due to COVID-19, Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year were carried out through online.

File Description	Documents
Paste link for additional information	[nil](nil)
Upload any additional information	**No File Uploaded**

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

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

0

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

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

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

0

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	**No File Uploaded**

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**No File Uploaded**

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Institution has the mission to provide the best possible infrastructure to create an effective teaching-learning environment through extensive use of ICT and to make it success the infrastructure of the institution has been upgraded over the years with the necessary requirements.College has Artsand Commerce faculties, UG courses which is sanctioned by UGC. The total number of classrooms in the college are 33 and 1 seminar hall. Most of the classrooms have been renovated with required furniture, Wi-Fi connectivity. College also provide 32 computers, 6 projectorsfor students. College has also power back-up system for uninterrupted working environment.

There are 3 computer labs in our college. onefor practical of IT related subjects in Commerce, one for geography department for software application (GIS and Excel) and last one is for all students. The prime goal of our college is to increase digital literacy among the students.

the college has a library with 17000 books and limitedprinted journals. there is also a provison of accessing online resources through NLIST. There are a spaces for teachers and students for reading in the library unit.

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

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

College has sufficiant openspaces which includes greenaries and large playground which is used for the activities in the subject Physical Education. they often use this play ground as the open field to excercise different class related activities. other than that the college organises annual sports where different parallel activities can happen at a time at this bigger space of the college premises. College also provide one room for gymnasium to promote physical fitness among the students. the students of the college participate several activitiesorganised bythe college such asYoga Day, annual cultural programme, college exhibition etc. due to

`COVID-19 possibleactivities had been done through online.`

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

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

`02`

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

`02`

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	**No File Uploaded**

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

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

`0`

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

4.2 - Library as a Learning Resource

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

Dr. Gour Mohan Roy College Central Library is a vast library with a collection of nearly17000and limitedprinted journals. In order to modernize the library with the help of updated IT applications, initiatives have been taken for the last few years. At present, the Integrated Library Management Software Koha (Version 19.05.07.000) is being used in the library for the computerization of its in-house operations and users' services. The library has been using somethe modules of Koha among which the modules of Cataloguing, Patrons andOPACare fully utilized by the library. After receiving a new book in the library, it is accessioned, and the records are added to the bibliographic database by using the Cataloguing module with the options to edit and delete records whenever needed. New membership records are created and managed by using the Patrons module. Circulation rules are set on thebasis of patron category, item type, number of check-outs allowed, fine amount, renewals, holds, and so on.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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

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

0.059

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

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

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

College provides adequate IT facilities which are constantly updated and well maintained from time to time for better functionality and service for the students along with the staff.There are 3Computer Labs, all aredigitally equipped. college provide wifi fecilities for the students and teacher as well.CCTVs are installed on all the premises of the college. A professional network system administrator takes care of the IT- related needs of the campus such as hardware and networking facilities through the Annual Maintenance Contract (AMC).

The college plans the usage of its IT Facilities for all the departments. Window servers are available for various activities such as online, admission, examinations, etc.

Due to COVID-19 the direct teaching-learnig was not possible. teaching and learning was done by online.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	<u>nil</u>

4.3.2 - Number of Computers

68

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	**C.10 - 30MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

2.36

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

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

There are well-established systems and procedures in place for the maintenance and utilization of physical, academic, and support facilities within the college, including laboratories, libraries, sports complexes, computers, and classrooms.

The procurement of departmental goods, laboratory equipment, chemicals, and sports equipment is conducted through the recommendation of departmental indent committees. For purchases belowRs. five lakh (Rs.5,00,000), at least three quotations or tenders are obtained in sealed envelopes. These are subsequently opened on a specified date before the purchase committee. A purchase order is then issued, detailing the terms and conditions. In urgent situations, local vendors may be contacted to fulfill necessary requirements on an emergency basis.

Various committees and subcommittees are tasked with overseeing the maintenance of the college campus's physical facilities. In instances requiring urgent maintenance and repair, the college office coordinates all necessary arrangements as per demand.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

0

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

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

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

0

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**D. 1 of the above**

File Description	Documents
Link to institutional website	[nil](nil)
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

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

0

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**No File Uploaded**

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**B. Any 3 of the above**

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

0

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

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

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

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

0

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

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

Dr. Gour Mohan Roy College has a democratically elected Students' Union named "Monteswar College Chhatra Chhatri Samsad". This Students' Union is a body of Class Representatives elected by the bona fide regular students who pay tuition fee and Students' Union fee for the tenure of one year. The Students' Union always cooperate with the College authorities to maintain healthy academic atmosphere in the College. Members of the Students' Union in different committees extend their full support and cooperation during the time of admission, athletic Monteswar College has a democratically elected Students' Union named "Monteswar College Chhatra Chhatri Samsad". This Students' Union is a body of Class Representatives elected by the bona fide regular students who pay tuition fee and Students' Union fee for the tenure of one year.

File Description	Documents
Paste link for additional information	[nil](nil)
Upload any additional information	**No File Uploaded**

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

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

0

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

5.4 - Alumni Engagement

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

nil

File Description	Documents
Paste link for additional information	<u>nil</u>
Upload any additional information	**No File Uploaded**

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Dr. Gour Mohan Roy College is committed to delivering exceptional higher education to its students. The Governing Body assumes a central role in formulating strategies for college administration, academic enhancement, and overall development. As the Secretary of the Governing Body, the Principal collaborates with the IQAC, Teachers' Council, and Finance Committee to establish operational

guidelines ensuring the college's smooth functioning.

The Governing Body serves as the principal administrative authority, and the Principal is tasked with executing its resolutions. The Teachers' Council, a statutory body, convenes meetings to address academic and developmental concerns. The IQAC focuses on maintaining and improving educational quality, offering recommendations for comprehensive development.

Through close coordination with the Governing Body, IQAC, and Teachers' Council, the Principal oversees the implementation of policies and development initiatives. At the onset of each academic session, the Teachers' Council, under the Principal's guidance, outlines teaching, learning, and evaluation strategies. The IQAC convenes regularly to oversee educational quality, with all recommendations forwarded to the Governing Body for approval. Once endorsed, these plans are executed by various committees sanctioned by the Teachers' Council and Governing Body, respectively.

File Description	Documents
Paste link for additional information	[nil](nil)
Upload any additional information	No File Uploaded

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

The management relies on the decentralization and participatory operation of the college, exemplified by the following processes:

- Each year, the department heads compile a projected workload for the upcoming academic year, considering the current student enrollment.
- This task is overseen by the Academic Sub-Committee.
- Subsequently, the institution's head seeks approval for this workload from the Governing Body (GB).
- Additionally, the recruitment process for temporary teaching and non-teaching staff is meticulously planned and deliberated upon during GB meetings.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Perspective development plan of the institution is formulated on the basis of demand generated from the students and the guardians of this locality. This plan is prepared in consultation with the Teachers' Council, the IQAC, and the Finance Committee of the College. The principal takes all efforts to bring the suggestions to the Governing Body for preparing perspective development plan.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	nil
Upload any additional information	**No File Uploaded**

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

The IQAC serves as the intellectual hub of the college, overseeing all academic, curricular, extracurricular, extension, and developmental activities. Functioning as an advisory body, the IQAC takes the lead and supports initiatives aimed at empowerment. In administrative matters, the Principal is supported by a team comprising the Bursar, Accountant, Senior and Junior Office Assistants, Clerks, and Support Staff. At the departmental level, this structure extends to include department heads, faculty members, and non-teaching staff. The Central Library is headed by the Librarian, who receives assistance from the Assistant Librarian and Library Attendants.

Regarding student benefits, students are informed about various government schemes, scholarships, and sponsorships available during their academic tenure. Typically, a designated teacher serves as a Convenor for this purpose, backed by office staff. Examples of such

schemes include SC/ST scholarships, Minority scholarships, Kanyashree, and Swami Vivekananda Merit-Cum-Means scholarships. Additionally, the college administration extends financial aid to deserving students through fee waivers and other forms of assistance.

File Description	Documents
Paste link for additional information	nil
Link to Organogram of the Institution webpage	nil
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

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

6.3 - Faculty Empowerment Strategies

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

Encouragement and Motivation: The college actively promotes and supports teaching staff participation in orientation, refresher,short-term courses, seminars, conferences and workshops. Non-teaching staff are similarly encouraged to engage in professional development courses relevant to administrative functions. Duty leaves are granted to facilitate staff involvement in these activities.

Encouragement and Motivation for Advanced Studies: The college consistently motivates teaching staff to pursue doctoral and post-

doctoral studies, while encouraging non-teaching staff to pursue higher qualifications. Infrastructure support, including computers, printers, scanners, and a Wi-Fi-enabled campus, facilitates both academic activities and personal research endeavors of faculty members. Additionally, the college provides laboratory facilities in Geography, Commerce, and computer science departments to support faculty research and student coursework. Desktops are available in the library and teachers' room for staff use.

General Welfare Schemes for Teaching and Non-Teaching Staff: The college offers general provident fund (GPF) and pension benefits to substantive teaching and non-teaching staff, ensuring their welfare and financial security.

File Description	Documents
Paste link for additional information	[nil](nil)
Upload any additional information	**No File Uploaded**

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

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

0

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

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

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

0

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

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

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

0

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

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

At the institutional level, there is noformal mechanism for appraising the performance of both teaching and non-teaching staff. Nonetheless, a Career Advancement Scheme (CAS) as per UGC and State Government regulations facilitates the promotion of teachers. Non-teaching staff advancement follows the promotion guidelines outlined by the State Government.

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

6.4 - Financial Management and Resource Mobilization

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

The college implements a dedicated system to ensure financial integrity. Every payment voucher undergoes signature verification by the accounts office, the Principal, and the Bursar. An external audit occurs annually upon the conclusion of the fiscal year. The college engages an external auditor based on the recommendation of the Directorate of Public Instructions (DPI), Government of West Bengal. The external auditor scrutinizes the following:

1. Purchase Register and Stock register. 2. Library records and Accession Register. 3. Receipts and Payments Account, Income and Expenditure Account, and Balance Sheet. 4. Utilization of funds received from various agencies.

The external auditor verifies adherence to proper procedures for grant utilization and ensures expenditures fall within specified categories and limits. Any queries raised by the auditor are promptly addressed, with none remaining outstanding to date. Ultimately, the audited financial reports are presented to the Governing Body for approval and endorsement.

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

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

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

0

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

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

The college secures its funding through diverse channels, including student fees and state government grants-in-aid for salaries. The Finance Sub-Committee oversees most finance-related matters, seeking final approval and guidance from the Governing Body. Purchases adhere to a well-defined procedure, with vendor quotations thoroughly reviewed by the committee. Decisions are made based on comparative analysis, with consensus guiding all financial determinations. Additionally, a Building Sub-Committee oversees infrastructure development and permanent structures on campus. Each year, a budget is meticulously crafted to address the needs of departments, offices, and various committees, culminating in presentation to the Governing Body for final approval.

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

6.5 - Internal Quality Assurance System

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

nil

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

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

The institution regularly evaluates its teaching-learning processes, operational structures, and methodologies through the IQAC, established in accordance with regulations, and documents the progressive enhancements across various activities.

1. To ensure consistent delivery of high-quality teaching-learning experiences, the IQAC, supported actively by the Governing Body, Teachers' Council, various subcommittees, and Heads of Departments (HODs), will undertake necessary measures to inform students and conduct dedicated sessions to prepare them for forthcoming examinations.

2. The IQAC will continue its collaboration with academic subcommittees to organize Honours and General theoretical and practical classes effectively.

3. The IQAC will extend adequate support to all departments, with each department maintaining a semester-wise record of students' contact information for the purpose of online distribution of syllabi, examination schedules, and addressing students' queries.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	[nil](nil)
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	**No File Uploaded**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

In pursuit of fostering equity, the institution has implemented various initiatives:

1. Safety and Security: The campus is enclosed by walls, well-lit, and equipped with CCTV surveillance, excluding toilets and classrooms, to ensure a secure environment for women.

2. Gender-Friendly Amenities: Female students benefit from two common rooms with attached toilets featuring running water and sanitary napkin vending machines. Additionally, separate modernized toilets are provided for women staff members.

3. Awareness Campaigns: The college conducts seminars and awareness campaigns to openly address gender equality issues.

4. Counseling Services: Women teachers offer regular counseling sessions to female students on gender-related matters. Grievances can be anonymously submitted via designated boxes on campus, which are addressed periodically.

5. Equality in Classroom: Measures are taken to ensure equal participation in classes, including fostering gender diversity in group assignments and practical sessions.

6. Sexual Harassment Prevention: A dedicated Sexual Harassment Prevention Cell, part of the Women's Cell, has been established. Moreover, an Internal Complaints Committee (ICC) is in place to handle relevant allegations effectively.

Due to COVID all possible activities were done through online

File Description	Documents
Annual gender sensitization action plan	nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

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

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

In fostering a more sustainable and eco-conscious campus, Dr. Gour Mohan Roy College promotes responsible waste management practices among both faculty and students. Typically, waste generated on campus is sorted into three distinct categories: Solid Waste, Liquid Waste, and E-Waste.

Solid Waste Management:All solid materials discarded in their original state are classified as solid waste. The college has implemented a system to segregate such solid waste into two separate containers—one for biodegradable and another for non-biodegradable waste. Various dust bins labeled accordingly have been strategically placed across the campus to facilitate waste disposal. Periodically, the accumulated waste is safely disposed of by emptying the bins into dedicatedcontainers provided by the panchayats.

Liquid Waste Management:The college has implemented infrastructure

to prevent water wastage through a sophisticated soft tank system. This initiative not only conserves water but also fosters an environmentally friendly atmosphere within the campus. Such proactive measures reflect the institution's commitment to sustainability and responsible resource management.

E-Waste Management:Various types of e-waste, including non-functional computers, computer spare parts, inverter batteries, discarded electrical appliances, damaged bulbs, lights, and other non-functional electronic equipment, are gathered and stored in assigned rooms for annual disposal. However, damaged yet repairable computers and valuable electronic equipment undergo repairs for reuse.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus | C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways

| B. Any 3 of the above

4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**E. None of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**D. Any 1 of the above**

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

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

The college boasts a strong student body, harnessed effectively to cultivate a workforce dedicated to societal advancement. Faculty and staff demonstrate a profound commitment to their social and constitutional responsibilities, nurturing students for academic excellence and civic engagement. Students are immersed in the rich tapestry of Indian society, exploring its myriad languages, religions, cultures, occupations, attire, and culinary traditions. Through guided study tours, both teaching and non-teaching staff expand students' horizons.

Proactive measures are taken to sensitize students to the diverse cultural, regional, linguistic, communal, and socio-economic facets of society. Department-specific initiatives aim to cultivate an understanding and appreciation of India's socio-cultural and linguistic diversity.

The college commemorates significant days such as Independence Day, Republic Day, Rabindra Jayanti, Yoga Day, and International Mother Language Day, emphasizing ideals of communal harmony and tolerance advocated by great leaders. Annual events like Sports Meets, Freshers' Welcomes, and Social gatherings foster participation from students of all backgrounds, fostering an inclusive environment.

Certain departments conduct classes and encourage communication in their respective languages, promoting language proficiency and creative expression. Geography field trips expose students to diverse socio-cultural practices nationwide. Community service initiatives foster an all-inclusive atmosphere within the college.

Amidst the online landscape, all activities were seamlessly

transitioned to digital platforms.

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

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

"This institution maintains affiliation with the University of Burdwan. Following the university curriculum for undergraduate studies, students are educated on their values, rights, duties, and responsibilities as citizens of India across various subject modules. In response to the pandemic in the academic year 2020-2021, these thematic concerns were frequently addressed through interactive online classes integrated into their curriculum. Moreover, both teachers and students actively engaged in webinars covering pertinent topics, including human values and socio-ethical ideals, hosted by the college and other institutions. These initiatives aimed at fostering awareness among stakeholders and society regarding contemporary issues and their roles as responsible citizens of the country."

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**D. Any 1 of the above**

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

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

1.Independence Day and Republic Day were celebrated in the college. The teachers and students took pride in glorifying and celebrating the spirit of unity. Cultural programmes were held in the seminar hall. Students brought alive their passion and love for the motherland through their performances. The college reverberated with patriotic fervor and enthusiasm and all dispersed with the image of the fluttering tri-colour in their mind and heart after the programme..

2.On 21st June, 2021, International Yoga Day was celebrated through online. Through the programme the college paid respect to our constitutional values, which have been represented by the activities of the students by observation of the programme.

3. International Mother Language Day was celebrated on 21st February through online to promote multi-lingual education, to preserve non-dominant, minority and indigenous languages, to achieve equitable.

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

7.2 - Best Practices

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

The institution prioritizes enhancing the academic standards of its students, particularly those who are first-generation learners from minority and disadvantaged backgrounds, to ensure their equitable standing with students from other esteemed colleges within the state and across the country.

The diversity of students, encompassing various socio-economic, cultural, linguistic, communal, and religious backgrounds, enriches the fabric of the college community. The college administration endeavors to harness the potential of this diverse student body to bring honor to both the institution and the local community. Each year, students from the college participate in university-level and state-level sports and athletics competitions, achieving notable success.

Furthermore, the college organizes blood donation camps where students and faculty members voluntarily contribute, underscoring their commitment to societal welfare. Additionally, several departments regularly host student seminars on a wide range of contemporary issues, fostering dialogue and critical thinking among the student body.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

The institution evidently shows a spectacular growth from 1986. The Institution had been accredited with a B+ grade by NAAC in 2016. Moreover, the different student centric activities organized by the institution are designed in such a way that they may cater to the intellectual, social, physical and emotional development of the children; thereby ushering in holistic development of its' students and providing them with every opportunity and resource to facilitate their development which enable them to acquire knowledge and skills they need for excelling in their respective areas of study. With its rigorous curriculum various approaches have been taken to enable students to meet their individual needs with its experienced faculty.

More than half of the total students hail from underprivileged backgrounds and minority communities. The college is committed to addressing the academic requirements of its diverse students, including those who are advanced learners and those facing socio-economic challenges. To support the needs of students from disadvantaged backgrounds, the college has established a dedicated SC, ST, and Minority cell overseen by a full-time faculty member. This cell provides assistance and guidance to students belonging to these communities, ensuring access to stipends and borrowing privileges from the college library.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

(i) Opening up new courses:

(ii) To start the add on program on mushroom cultivation: As this locality is basically an agricultural hinterland hence, college has decided to introduce the add on training program on mushroom cultivation for students from the next academic session, so that, it helps the students to get earnings in future.

(iii) Organizing seminar/workshop: Since the seminars and workshops not only benefit teachers but also help students to have some exposure to present ongoing research work. College has decided to organize seminars and workshops on various subjects in the academic session 2022-23.