YEARLY STATUS REPORT - 2021-2022

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	drrgmrcollegenaac@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	**drrgmrcollegenaac@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?	**Yes**
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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

• **Prepared Action Plan for the Academic Session 2021 2022**

• **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,

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
2021-22	07/01/2023

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 blended mode of teaching and learning - both offline and online modes of teachings are being facilitated to the students as COVID is still persisting. 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 in blended 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. We have by now in a position to create a small repository of online lectures that can be used by anytime anybody for teaching learning purpose, and we have a plan to continue with this online content creation for the benefit of our students. While already there are some infrastructural setups to address the digital need in the college, we are also trying to develop more infrastructures for online content creation, not just for traditional courses, but also for vocational courses.

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	4313

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	1936

File Description	Documents
Data Template	No File Uploaded

2.3	**609**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1	**17**
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	**1393100**
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 3250 students 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 subcommittee 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 provided by University ofBurdwan for the smooth functioning of the institution through timely discharge of its academic and administrative duties (scheduled from July to June of the following year).

The semesterized system with short time span between classes and examinations has made continuous evaluation a necessity as students have to prepare for each lesson simultaneously. Hence the teachers of the institution conducted continuous evaluation by relying on traditional modes like question-answer sessions, classroom brainstorming, group discussions, project works and demonstration of practical exercises.

Some departments took periodic practice tests at intervals (oral and / or written) to assess students' progress in the subject.In addition, field visits/ educational tour were also part of the continuous learning and evaluation process .The semester culminated as per the academic calendar with formal internal examinations of the students undertaken by all the departments to assess students' comprehensive knowledge regarding the concepts and courses on which information was imparted throughout the semester.

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	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)	[View File](#)

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

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

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

1489

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

The undergraduate curriculum at Dr. Gour Mohan Roy College is meticulously crafted to instill human values and professional ethics

in students. Starting from childhood, students are introduced to essential social and moral values, which are nurtured and refined throughout their undergraduate studies.

The college is committed to integrating cross-cutting issues such as gender, environment, and sustainability, thus promoting the concept of sustainable development. Subjects like Economics, Geography, and Commerce within the syllabi specifically address concerns related to conservation, pollution control, and sustainable development.

Moreover, Indian society has always revered values like communal harmony, fellow feeling, and universal brotherhood, enshrined within the Fundamental Rights provided by the Indian Constitution. The concept of human rights holds great significance in our society, alongside the principles of humanism and internationalism advocated by luminaries like Rabindranath Tagore, Swami Vivekananda, and Sri Aurobindo, which are incorporated into the curriculum to inspire learners with lofty ideals.

Furthermore, Dr. Gour Mohan Roy College organizes nature study camps and educational tours to immerse students in nature and rural communities, fostering an understanding of the diverse religious, linguistic, culinary, and cultural tapestry of our nation. Subjects such as Sanskrit, Bengali and English Literature, Commerce, Political Science, Geography, History, Sociology, and Education play pivotal roles in imparting such value-based education.

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

02

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 syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**E. None of the above**

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

776

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
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
4313	17

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

In the COVID pandemic situation, in the online classes, special care has been taken to enlighten the learners on different aspects of teaching modules with audio- visual aids. Practical classes were also held with sufficient documentation through PowerPoint presentations. Very often topic specific assignments were provided

to specific students or groups comprising of few students.

The college normally adopts Lecture Method and Hands-On Training on practical experiments, Audio-Visual Methodology, Field study, Excursion, Debates, etc. In order to enhance their creative, cognitive and communicative skills, students are made to participate in group discussions and cultural programmes too. The college always encourages its students to participate freely in the teaching - learning process. Teachers tend to adopt the participative learning method wherever possible. Major focus is on preventing students from direct memorization. They are encouraged to use the library as much as possible in their free time. The teachers make the classes as interactive as possible and also encourage innovative thought and novel interpretations in-sync with the latest turn of events in various fields of knowledge.

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

Teachers normally use traditional methods of teaching apart from that some teachers are useICT-tools- PPTs, interactive smart boards to make the process of teaching-learning more attractive. Use of ICT by incorporating audio-visual material makes lessons visually interesting, positively impacting both the learning outcomes of students and their attendance. Staff rooms, central library, college office and all the laboratories have networked internet connections through LAN or Wi-Fi. The college has a large seminar hall well-equipped with LCD projector.

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

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

220

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.

The college conducts the Internal Assessment component of the End-Semester Examination with strict adherence to guidelines. Each department formulates questions in accordance with directives from the university, covering both objective and subjective formats to bolster conceptual understanding. Following university guidelines, a centrally-prepared routine is uniformly implemented across all departments. Questions are crafted with utmost confidentiality. Exams are conducted rigorously and transparently in each department, fostering a culture of ethical conduct within the exam hall. It is anticipated that the training received in college will cultivate respectful behavior among students during external examinations.

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

Given that evaluation is conducted both internally by the college and externally by the affiliating university, procedures for addressing examination-related grievances differ. At the college level, a designated date is set for students to review their evaluated answer scripts, affording them an opportunity to resolve any concerns through dialogue with the relevant examiners. To date, there have been no significant complaints regarding under-marking, over-marking, or superficial assessment. To ensure transparency, the date is communicated well in advance and prominently displayed on

both the college website and notice board. The process of students reviewing evaluated scripts is efficiently managed within a time-bound framework, typically completed within two weeks and always before the commencement of university examination form submissions.

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.

Dr. Gour Mohan RoyCollege offers twenty-one Programmes – Ten Undergraduate Honours Programmes, Twelve Undergraduate General Programmes,. Each programme has its own curated course to ensure distinct outcomes that help students to gain subject oriented knowledge, but this subject- specific knowledge also gives themwider applicability outside the subjects. While subjects like Commerce, offer both Undergraduate General and Honours programmes.

The college places a strong emphasis on Course Outcomes in alignment with the overarching developmental objectives outlined by the CBCS system of Higher Education. Dissemination of discipline-specific knowledge in classrooms is entirely guided by the Course Outcomes established by the UGC and mandated by the University of Burdwan. Some departments convene internal meetings and discussions to establish consistent parameters within their respective departments. Each department strives for a balanced approach in Course Outcomes, aiming for both immediate knowledge enhancement and character development through every course offered. At the onset of each term, Course Outcomes are broken down into specific targets and shared with students in class, providing clear purpose and direction. This fosters transparency regarding teacher expectations. Consequently, the Course Outcome system is effectively integrated into each course throughout every semester. Moreover, teachers not only emphasize subject-specific outcomes but also provide students with an understanding of how their course fits into the broader Undergraduate Programme outlined by the 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 most effective method for evaluating students' attainment of Course and Program outcomes is through University Examinations, complemented by Internal and Tutorial/Practical assessments, which serve as robust evaluation tools. However, assessment commences within the classroom at the start of the semester, employing diverse approaches such as posing conceptual inquiries and conducting precise objective experiments to gauge student understanding. Furthermore, departments frequently utilize quizzes, debates, group discussions, and surprise tests throughout the term to assess student advancement. These formative assessment techniques allow the college to identify proficient students for additional conceptual enrichment while also providing support to those who may require extra assistance within their departments.

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

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

609

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

Our college students engaged in several outreach and extension activities, commemorating significant occasions including Independence Day, Republic Day, Rabindra Jayanti, Yoga Day, and International Mother Language Day. Additionally, a Plantation Programmewas organized to foster awareness and community spirit among teachers, students, staff members, and all other stakeholders affiliated with the college.

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 is committed to providing top-notch infrastructure to foster an effective teaching-learning environment, leveraging extensive ICT utilization. To achieve this, the institution has continuously upgraded its infrastructure with necessary enhancements. The college houses Arts and Commerce faculties offering UG courses sanctioned by the UGC. With a total of 33 classrooms and 1 seminar hall, most classrooms have been renovated to include requisite furniture and Wi-Fi connectivity. Moreover, the college provides 32 computers and 6 projectors for student use, along with a power backup system ensuring uninterrupted operations.

Furthermore, the college boasts three computer labs: one dedicated

to practical IT subjects in Commerce, another for the Geography department focusing on software applications (GIS and Excel), and a third lab accessible to all students. A key objective of the college is to enhance digital literacy among its students.

The college library is well-equipped with an ample collection of books and limited journals, supplemented by access to online resources through NLIST. Dedicated spaces are allocated for both teachers and students within the library for reading and study purposes.

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.

The college boasts ample open spaces adorned with greenery, including a large playground utilized for Physical Education activities. This expansive area serves as an open field for various class-related exercises and activities. Additionally, the college hosts annual sports events, leveraging the vast space to accommodate multiple parallel activities simultaneously. Furthermore, a dedicated gymnasium room is provided to promote physical fitness among students. Students actively engage in numerous college-organized activities such as Yoga Day, the annual cultural program, and college exhibitions.

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.

2

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

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

nil

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 an extensive repository housing a collection of nearly 17,000 books and limited printed journals. In a bid to modernize its operations through updated IT applications, ongoing initiatives have been undertaken in recent years. Presently, the library utilizes the Integrated Library Management Software Koha (Version 19.05.07.000) to computerize its in-house operations and user services. Several modules of Koha are in use, with the Cataloguing, Patrons, and OPAC modules being fully integrated into library operations. Upon the acquisition of a new book, it undergoes accessioning, and bibliographic records are meticulously added to the database using the Cataloguing module, with provisions for editing and deleting records as needed. The Patrons module is utilized to create and manage new membership

records, while circulation rules are established based on patron category, item type, permissible check-outs, fine amounts, renewals, holds, and other parameters.

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

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)

0.022.64

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

2200

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

Following are the IT facilities available in the institution which are updated periodically: Online processing of all student-related activities such as admission, university registration, generation of computerized identity cards, form fill-up for examinations, generation of admit cards and mark sheets, uploading of marks on the university web portal, etc. College website where general information about the college, issued notices, intimation regarding students' affairs including admission and university examinations.

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

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)

1.26

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.

The college has well-established systems and protocols in place to manage and utilize its physical, academic, and support facilities, which include laboratories, libraries, sports complexes, computers, and classrooms.

Procurement of departmental goods, laboratory equipment, and sports gear is facilitated through the recommendation of departmental indent committees. For purchases below Rs. five lakh (Rs. 5,00,000), the college ensures transparency by obtaining at least three quotations or tenders in sealed envelopes, which are subsequently opened on a specified date before the purchase committee. Following evaluation, a purchase order is issued, outlining the terms and conditions. In urgent situations, local vendors may be engaged to meet immediate needs.

The college appoints various committees and subcommittees

responsible for overseeing the maintenance of its physical facilities. In cases necessitating urgent repairs or upkeep, the college office manages all necessary arrangements promptly and efficiently in accordance with demand.

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

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

570

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)	<u>View File</u>

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

nil

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	**C. 2 of the above**

File Description	Documents
Link to institutional website	<u>nil</u>
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	**D. Any 1 of the above**

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**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

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

`10`

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	[View File](#)

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

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

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 ChhatriSamsad". 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
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	nil
Upload any additional information	**No File Uploaded**

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

File Description	Documents
Upload any additional information	**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 providing top-tier higher education to its students. The Governing Body assumes a crucial role in shaping strategies concerning college administration, academics, and overall development. Acting as the secretary of the Governing Body, the principal collaborates with the IQAC, Teachers' Council, and Finance Committee to establish operational principles for the college's smooth functioning. As the apex administrative body, the Governing Body mandates the Principal with executing its adopted resolutions. The Teachers' Council, a statutory entity of the college, convenes meetings to address academic and developmental matters.

The IQAC serves a vital function in upholding and enhancing educational quality while proposing necessary suggestions for comprehensive development. The Principal, working closely with the Governing Body, IQAC, and Teachers' Council, ensures active policy implementation, planning, and development initiatives. At the onset of each academic session, the Teachers' Council, alongside the Principal, outlines teaching, learning, and evaluation strategies for the year. The IQAC convenes regularly to oversee and implement educational quality within the institution. All recommendations and

suggestions are presented to the Governing Body for endorsement and approval. Upon approval, these plans and programs are executed by various operational committees sanctioned by the Teachers' Council and the Governing Body, respectively.

File Description	Documents
Paste link for additional information	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.

Nearly all members of the Teachers' Council, whether as members of the Governing Body or various subcommittees, actively contribute to implementing decisions, exemplifying decentralized participatory management. These subcommittees aid in formulating plans for admission, examinations, Students' Council constitution, sports schedules, master routines, academic calendars, leave registers, PF ledgers, IQAC and AQAR data processing, and more.

The Secretary of the Teachers' Council and the IQAC Coordinator serve as intermediaries between the principal and the college faculty. The Student Union plays a crucial role in disseminating urgent information to students through social media channels. Additionally, they assist students with online form submissions and collaborate with college authorities to gather necessary student data and offer feedback on student-related matters. Annually, our students actively engage in cultural and sports competitions organized by the affiliated University and Government.

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	<u>nil</u>
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 Governing Body (GB), as the apex authority of Dr. Gour Mohan Roy College, oversees the financial and administrative operations of the institution. The Department of Higher Education appoints the GB President, with the Principal serving as the ex-officio Secretary. All members of the college adhere to the rules stipulated by the Department of Higher Education, Govt. of West Bengal, ensuring that administrative and disciplinary decisions align with established guidelines.

Principal and full-time faculty appointments are made by the Governing Body upon the West Bengal College Service Commission's recommendation. Non-teaching personnel appointments follow the same process with recommendations from the D.P.I., adhering strictly to the State Government's service regulations. The Department of Higher Education currently appoints State Aided College Teachers (SACT) to facilitate the smooth execution of academic programs. Additionally, casual non-teaching staff are hired to ensure efficient office operations.

Financial policies and disciplinary measures are enacted by the Governing Body in accordance with the standard regulations set forth by the Government of West Bengal. The college complies with the regulations of the UGC, the Department of Higher Education, Govt. of West Bengal, and its affiliating university.

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

Dr. Gour Mohan Roy College employs a dedicated team of full-time faculty members, State-Aided College Teachers, and non-teaching staff who serve approximately three thousand five hundred students through teaching, research, and support services. The Governing Body and the Head of the Institution adhere to the following plans and strategies:

The college maintains a well-organized staff provident fund account for both teaching and non-teaching personnel. Additionally, there is a group savings-linked insurance scheme available to all staff members. Recently, the West Bengal Government has introduced various health insurance schemes tailored for different categories of college staff.

Furthermore, the college operates an employees' cooperative credit society, simplifying the process for staff to obtain loans without

extensive documentation requirements. The college administration ensures prompt processing of provident fund loans for staff members. Additionally, both teaching and non-teaching employees have access to interest-free festival advances to manage extra expenses during festive periods.

Female faculty members, both teaching and non-teaching, are entitled to child care leave (CCL). Moreover, the institution allocates funds to support study tours for students, demonstrating its commitment to enriching their educational experiences.

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

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

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

0

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

The faculty members are very much engaged in enhancing their academic performances as reflected by a significant number of publications in different journals andattendance in different national and international seminars and webinars every year, apart from their routine duties of giving lectures, setting question papers, invigilation, answer-script evaluation, and so on.

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 maintains a dedicated system to uphold financial integrity, ensuring transparency and accountability. Each payment voucher undergoes rigorous signature verification by the accounts office, the Principal, and the Bursar. An external audit is conducted annually at the conclusion of the fiscal year, with the selection of the external auditor based on the Directorate of Public Instructions (DPI), Government of West Bengal's recommendation.

The external auditor meticulously examines 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 auditor scrutinizes adherence to proper procedures for grant utilization, ensuring expenditures align with specified categories and limits. Any queries raised by the auditor receive immediate attention, with all addressed promptly, leaving no outstanding issues 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 obtains funding through various means, including student fees and grants-in-aid from the state government for staff salaries. Financial matters are primarily overseen by the Finance Sub-Committee, which seeks final approval and guidance from the Governing Body. All purchases follow a well-defined procedure, with vendor quotations thoroughly evaluated by the committee. Decisions are made based on comparative analysis, with consensus guiding all financial determinations.

Furthermore, an Infrastructure Sub-Committee supervises campus development and the construction of permanent structures. Each year, a detailed budget is meticulously prepared to meet the needs of departments, offices, and committees, and it is then presented 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

In this session, IQAC has contributed significantly in the career advancement Scheme (CAS) of the three assistant porofessor.

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 consistently evaluates its teaching-learning processes, operational structures, and methodologies through the IQAC, established in compliance with regulations, and documents the ongoing improvements across various activities.

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

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

3. The IQAC will provide adequate support to all departments, with each department maintaining semester-wise records of students' contact information for 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
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 gender equity, the following initiatives have been implemented:

1. Ensuring Safety and Security: The campus is fortified with walls and well-lit areas, bolstered by comprehensive CCTV surveillance, except in sensitive areas like restrooms and classrooms, to foster a safe environment for women.

2. Gender-Inclusive Facilities: Dedicated common rooms equipped with attached toilets and running water are provided for female students, complemented by sanitary napkin vending machines and electric

incinerators for hygienic disposal. Separate, fully-equipped restrooms are also accessible to women staff members.

3. Promoting Awareness: The college actively fosters open discussions on gender equality through awareness campaigns.

4. Supportive Counseling: Female students receive regular counseling sessions from women teachers on gender-related matters. Grievance boxes stationed across the campus enable students to voice concerns, which are addressed promptly.

5. Classroom Equality: The institution ensures equitable participation in classes and promotes gender diversity in group assignments and practical sessions.

6. Sexual Harassment Prevention Measures: A specialized sexual harassment prevention unit, operating within the Women Cell, has been established. Additionally, an Internal Complaints Committee (ICC) is in place to handle relevant allegations effectively.

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

Dr. Gour Mohan Roy College actively promotes sustainability and eco-consciousness on campus by advocating responsible waste management practices among both faculty and students. The waste generated on campus is meticulously sorted into three categories: Solid Waste, Liquid Waste, and E-Waste.

Solid Waste Management: All solid materials discarded in their original state are considered solid waste. The college has established a robust system for segregating solid waste into two distinct containers—one for biodegradable and another for non-biodegradable waste. Throughout the campus, strategically positioned dust bins labeled accordingly facilitate the disposal of waste. Periodically, the accumulated waste is safely disposed of by transferring it from the bins into dedicated containers provided by the panchayats.

Liquid Waste Management: To minimize water wastage, the college has implemented infrastructure featuring a sophisticated soft tank system. This initiative not only conserves water but also fosters an environmentally friendly atmosphere within the campus. Such proactive measures underscore the institution's commitment to sustainability and responsible resource management.

E-Waste Management: Various types of e-waste, such as non-functional computers, computer spare parts, inverter batteries, discarded electrical appliances, damaged bulbs, lights, and other non-functional electronic equipment, are collected and stored in designated rooms for annual disposal. However, damaged yet repairable computers and valuable electronic equipment undergo repairs for potential 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	C. Any 2 of the above

and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

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** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	**B. Any 3 of the above**

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	**C. Any 2 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 harnesses its robust student body to cultivate a workforce committed to societal progress. Faculty and staff conscientiously guide students towards academic achievement and civic duty, instilling an appreciation for India's diverse languages, religions, cultures, occupations, attire, and culinary

traditions. Enriching study tours broaden students' perspectives under staff supervision.

Initiatives across departments sensitively expose students to India's cultural, regional, linguistic, communal, and socio-economic diversity, fostering understanding and appreciation. Commemorations of significant days like Independence Day and Republic Day reinforce values of communal harmony and tolerance, while annual events promote inclusivity and participation.

Departments conducting classes in their respective languages enhance language proficiency and creativity. Geography field trips offer firsthand exposure to diverse socio-cultural practices. Community service initiatives foster an all-inclusive environment within the college, led by various committees.

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

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

The college has organized various events aimed at raising awareness and sensitizing both students and employees to constitutional values and norms. Among these events:

Republic and Independence Day celebrations feature speeches highlighting fundamental rights and duties, fostering awareness among attendees about their roles in society. These gatherings provide platforms for detailed discussions on these rights and their application in daily life.

On June 21, 2022, International Yoga Day was observed, intertwining the practice with reflections on constitutional values, demonstrated through student activities.

A blood donation camp held on campus not only addressed the scarcity of blood for patients but also instilled a sense of social responsibility among students, teachers, and stakeholders.

International Mother Language Day, celebrated on February 21, focused on promoting multilingual education and preserving minority languages. The aim was to sensitize the college community to their constitutional obligations, emphasizing values, rights, duties, and responsibilities as citizens.

Through these events, the college endeavors to deepen understanding and commitment to constitutional principles among its members, fostering a culture of civic engagement and social responsibility.

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

Dr. Gour Mohan Roy College radiates cultural vibrancy through its observance of numerous national and international commemorative

days, events, and festivals, celebrated enthusiastically by all members of our institution. These occasions span the entire year and serve as integral parts of our campus life.

The festivities commence with the celebration of our College Foundation Day on November 28th, followed by the observance of key events like Independence Day, Teachers' Day, Freshers' Welcome Ceremony, and the Annual College Social, typically held in September and November. Youth Day, commemorating Swami Vivekananda's birth anniversary, is followed by significant dates such as Netaji's birthday and Republic Day.

Throughout January and February, Saraswati Puja and the Annual Sports mark highlights, leading into celebrations like Doljatra in March and Bengali New Year's Day in April. The college also pays homage to Rabindra Jayanti and Tagore's death anniversary with reverence.

Department-specific cultural, educational, and social awareness programs are organized on most of these occasions, fostering enthusiastic participation from both students and teachers. Additionally, the institution actively engages in other commemorative events such as Sanskrit Divas, Bhasha Divas, World Environment Day, and International Yoga Day, facilitating positive interaction, bonding, and the growth of team spirit among its members.

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 dedicates significant effort to enhance the academic performance of its students, particularly those who are first-generation learners from minority and disadvantaged backgrounds, aiming to align their educational standards with those of esteemed colleges across the state and country. Alongside traditional lecture

methods, teachers employ audio-visual techniques to ensure engaging and effective learning experiences, a strategy that proved especially valuable during the Covid-19 pandemic.

Dr. Gour Mohan Roy College boasts a diverse student body hailing from various socio-economic, cultural, linguistic, communal, and religious backgrounds, enriching its academic community. The college administration takes proactive measures to harness the potential of this diverse student population, striving to elevate the institution's reputation and contribute positively to the local community.

Each year, students actively participate in university-level sports competitions as well as state-level athletics, consistently achieving commendable results and earning medals. This involvement not only showcases the college's commitment to holistic student development but also reflects the dedication and talent of its 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

Since its inception in 1986, the institution has witnessed remarkable growth, culminating in its accreditation with a B+ grade by NAAC in 2016. Demonstrating a commitment to holistic student development, the institution organizes various student-centric activities aimed at fostering intellectual, social, physical, and emotional growth. These initiatives provide students with ample opportunities and resources to excel in their respective fields of study, facilitating their acquisition of knowledge and skills.

With a student body comprising over half from underprivileged backgrounds and minority communities, the college is dedicated to addressing the diverse academic needs of its students. A specialized SC, ST, and Minority cell, led by a dedicated full-time faculty member, has been established to support these students. This cell offers guidance and assistance, ensuring access to stipends and borrowing privileges from the college library, thus mitigating socio-economic barriers to education.

The institution's rigorous curriculum, complemented by experienced faculty, caters to the individual needs of students, enabling them to thrive academically and beyond. Through these concerted efforts, the college endeavors to empower its students to succeed in their academic pursuits and beyond.

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) Introduction of new courses: The college plans to diversify its offerings by introducing additional courses to cater to the evolving needs of students.

(ii) Launching an add-on program on mushroom cultivation: Recognizing the agricultural background of the locality, the college will initiate an add-on training program focused on mushroom cultivation in the upcoming academic session. This program aims to equip students with skills that can potentially generate income in the future.

(iii) Conducting seminars and workshops: Understanding the value of seminars and workshops in enhancing both teacher and student knowledge, the college has scheduled various sessions on different subjects for the academic year 2022-23. These events provide valuable exposure to current research trends and developments.