



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution		GOUR MOHAN SACHIN MANDAL MAHAVIDYALAYA
Name of the head of the Institution		Dr. Abdullah Jamader Hasan
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03174277355
Mobile no.		9733624547
Registered Email		ajhasanp@gmail.com
Alternate Email		gmsmnaac@gmail.com
Address		Village & P.O. Bireswarpur,
City/Town		South Parganas
State/UT		West Bengal
Pincode		743336
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Ranjini Guha
Phone no/Alternate Phone no.	03324227933
Mobile no.	9674339494
Registered Email	ranjini_hi@yahoo.com
Alternate Email	ranjini9@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.gmsmmahavidyalaya.ac.in/aqar/AQAR%202016-2017.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.gmsmmahavidyalaya.ac.in/academicalendar/2017-18.jpeg

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	B++	2.81	2016	16-Sep-2016	15-Sep-2021

6. Date of Establishment of IQAC

03-May-2007

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Collaborative Seminar with research institute	28-Feb-2018 1	70
Workshop on career	13-Nov-2017	60

options in Management Studies	1	
Awareness seminar and workshop on menstrual health	18-Aug-2017 1	300
Workshop on Multimedia career options	23-Mar-2018 1	250
MIS Workshop for Non-teaching staff	16-Feb-2018 2	15
Library Orientation Program	25-Sep-2017 2	400
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

1. The IQAC of the college took the initiative in organizing various collaborative seminars with national level research organizations.

2. Workshop for non-teaching staff

3. Library orientation program for newly admitted students

4. Preparation for introduction of CBCS system

5. College/Society Health awareness programs

[View File](#)

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

Plan of Action	Achievements/Outcomes
Encouragement to establish collaborations to hold seminars for the enrichment of the curriculum as well as extracurricular activities	Collaborative seminar with Society for Economic Research in Bengali (sixth workshop) The conference was presided over by Prof. Pinaki Chakraborty, Adjunct Professor in IDSK, Kolkata. Exvice Chancellor of Calcutta University Prof. Sugata Marjit spoke on developmental economics. Director of IDSK Prof. Achin Kumar Chakraborty spoke on principals of cooperative. Prof. Kousik Gupta of Calcutta University spoke on protectionism in post economic recession period 2008. Academic papers were presented by Dr. J. K. Dwibedi (B.K.C College), Dr. K. K. Hati (Deshobandhu Mahavidyalaya), Dr. T. K. Paul (GSM Mahavidyalaya), Dr. S. P. Dutta (GSM Mahavidyalaya) and Dr. D. K. Sahoo (Kanailal Bhattacharya college), 2. Seminar and Workshop with Bengal Gynaecological and Obstetrics Association on Menstrual Health. Leading gynaecologists explained to the students through slides and lectures on ways to maintain menstrual health .Students enthusiastically participated in question answer session. 3. IQAC organized a series of Career counselling workshops in association with leading career council schools a) EILLM organized a workshop on Future in Management Studies, b) Arena Animation and Multimedia School gave a free demonstration of multimedia careers available to students.
To monitor the overall working of the existing departments and cells of the college	Preparation of lesson plan. Continuous learning, internal evaluation and remedial teaching
To organize training programs for the non-teaching staff	Workshop for non-teaching staff to impart training in various modules of MIS. This program focused on their capacity and domain skill development,

	ICT training and soft skills.
Scholarship and concession for needy and meritorious students and female students	Nandarani Smriti Gold Medal-Top scorer Bengali Hons., Lalit Mohan Smriti Gold medal-topper of college in 4th semester
To promote women health among the rural students	Workshops and interactive sessions were organized on menstrual problems, anemia
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	21-Mar-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The college has an operational management information system in place for efficiency in the daily functioning of the office. The modules that are currently operational relate to funds, HRMS and accounts modules. The major actions that are accomplished include daily fees, cash book, bank book, ledgers and preparation of financial statements.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The curriculum for different subjects taught in the college is set by the various departments of the University of Calcutta. As an affiliated college it follows the syllabus and curriculum set by the University of Calcutta. In addition, the teachers of the College regularly attend meetings held at the Departments of the University regarding the curriculum setup/ revision. The curriculum is intimated by the University to the College through regular circulars and the University website. The College has also put up the entire syllabus and curriculum on its website. The college has copies of the syllabus in the library which can be used by the students as reference. The Time-Table

Committee of the College designs a master time-table that distributes subject classes, contact/tutorial classes and practical classes in a manner that makes teaching efficient. For transparency and efficiency teachers' time-tables and class time-tables are prominently displayed on the notice boards for students. The Departments hold monthly meeting to assess the covered curriculum and discuss the difficulties the students and teachers may be facing in the classes. Detailed reports of these meetings are sent to the Principal. Special attention is given to cater to the needs of both the Slow and Advanced learners. Departmental library with specialized books is available for the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Tailoring	10/07/2006	20
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Geography Hons and General	50
BSc	Zoology General	30
BSc	Botany General	30
BSc	Environmental Science General	30
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	Nil
Parents	Nil

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

Feedback Obtained

To enhance the quality and effectiveness of curriculum delivery, the college practiced a system of feedback from the outgoing batch of students. The feedback contained questionnaires regarding teaching-learning process, curriculum aspects and courses, infrastructure and administration etc. Students were asked to mark on a scale of 10. The feedback obtained was analysed by the department of Computer Science and a report was presented to the IQAC. The report highlighted the scope of improvement, areas of dissatisfaction of students and areas where the college excelled. The feedback analysis of teaching quality was shared with the departmental heads and the feedback analysis of the infrastructure was shared with the Principal and the Librarian. Feedback regarding office was sent to the Accountant for necessary improvement.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Accountancy Hons	30	65	14
BA	Bengali Hons	180	2432	159
BA	Education Hons	84	1479	78
BA	English Hons	84	484	55
BA	History Hons	114	927	86
BA	Philosophy Hons	84	809	49
BA	Sanskrit Hons	60	969	58
BSc	Mathematics Hons	30	159	28
BSc	Geography Hons	54	734	42
BA	General	1356	5276	1356

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled	Number of students enrolled	Number of fulltime teachers	Number of fulltime teachers	Number of teachers
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	in the institution (UG)	in the institution (PG)	available in the institution teaching only UG courses	available in the institution teaching only PG courses	teaching both UG and PG courses
2017	4423	0	54	0	Nil

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
54	54	18	5	2	5

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

No

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4423	54	1:82

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
23	12	11	0	2

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			

No file uploaded.

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	CBCS	2017-18	31/01/2018	13/04/2018
BA	8	2017-18	26/04/2018	28/06/2019
BSc	9	2017-18	26/04/2019	28/06/2018

[View File](#)

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution believes in a continuous evaluation system in order to maintain academic standards among the students. The college posts the Academic calendar containing all relevant dates on the college website so that the students are well aware of their academic schedule. Regular departmental meetings are conducted so that the overall progress of each student is continuously monitored. All departments conduct regular class tests to ensure continuous assessment of students. Remedial classes are regularly conducted to bring weaker students up to date with the rest of the class. Each class is divided into tutorial groups to enable teachers to focus on the individual academic requirements of students. Systematic lesson plans are designed by all departments to ensure systematic delivery of teaching-learning objectives.

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

The Academic Calendar of the college has all along been a most useful guide to students and teachers alike in providing the perspective of the scenario for the coming academic sessions. It caters information to students about the following points: The basic structure, framework and dates of the college and university conducted examinations as outlined in the circular of Calcutta University are framed out for the information of the students. This process is done in order to keep students abreast of the academic map of the session. The examination regulations stipulated by the university are stated in detail. These regulations relate to several factors: the tripartite examination system conducted by the university, the percentage of attendance a student has to obtain to be eligible to sit for an examination, the entire admission process which is conducted under the auspices of the university, the scheme or holding college tests, the general criteria for a student to appear for an examination, the requisite qualification for a candidate to be eligible for promotion to the next class and so on. The course structure and syllabus for students of all years are clearly laid out. The Academic Calendar for the academic year 2017-18 has been uploaded on the college website.

2.6 – Student Performance and Learning Outcomes

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

https://www.gmsmmahavidyalaya.ac.in/allupload/Course-outcome_2017-18.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
View File					

2.7 – Student Satisfaction Survey

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

<https://www.gmsmmahavidyalaya.ac.in/allupload/Student%20satisfaction%20survey%202017-18.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
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No Data Entered/Not Applicable !!!

No file uploaded.

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
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No Data Entered/Not Applicable !!!

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
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No Data Entered/Not Applicable !!!

No file uploaded.

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
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No Data Entered/Not Applicable !!!

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
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No Data Entered/Not Applicable !!!

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

Name of the Department	Number of PhD's Awarded
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Bengali

1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Geography	2	Nil
National	Bengali	1	Nil
National	Commerce	3	Nil
National	Sanskrit	2	Nil
National	English	1	Nil
National	History	1	Nil

[View File](#)

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
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Commerce	5
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
The search for Identity in the poems of Kamala Das	Piyali Das	Journal of Educational Thoughts	2017	6.626	Gour Mohan Sachin Mandal Mahavidyalaya	Nil
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	Nil	Nil	Nil
No file uploaded.				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Gynaecological Camp	NSS	6	400
Campus Cleaning Campaign	NSS	10	250
Plantation Drive	NSS	6	100
Ganga Sagar Mela Camp	NSS	2	25
Republic Day Parade	NCC	1	30
No file uploaded.			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students
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			Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange	5	College Sponsored	5
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
300000	117700

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Nil	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
AcLib	Fully	Nil	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	22099	Nil	Nil	Nil	22099	Nil
No file uploaded.						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
None	Nil	Nil	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	61	30	47	0	0	11	18	85	2
Added	0	0	0	0	0	0	0	0	0
Total	61	30	47	0	0	11	18	85	2

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

85 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
500000	188000	300000	117700

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

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Being an affiliated college of the University of Calcutta, our college follows the university guidelines for general policies and procedures. The college functions through a number of committees and subcommittees that are the in-charge of various aspects of the day-today running of the College. These include certain statutory committees instituted by the Governing Body of the college, including the Academic Sub-Committee and the Finance Sub-Committee, while the other committees are selected by the Teachers' Council. Utilisation of the labs and classrooms are notified through the official time table which is put up on the college notice boards, website and passed on to individual teachers. Notices regarding the procedures and policies for utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms are issued time to time from the office of the Principal and also put up on the website. Regarding maintenance of the same, the Teachers' Council of the college constitutes committees like the Library Committee, Sports Committee, Building Maintenance Committee and the Purchase Committee. The Library Committee consists of the Librarian as the Convener along with all departmental heads as members. The Library Committee allocates funds for purchase of new books and other requirements of the library. The library acquires the reading resources on the recommendations of the teachers and convener of the Library Committee. Some of the general and reference resources, needed by the library, are purchased by the Librarian in consultation with the departmental heads. The various rules and regulations for the usage of Library and its resources is displayed at various places of the Library. The Institution constantly upgrades its IT infrastructure as per the requirements, from time to time. The Institution also ensures that all the students are provided with adequate IT infrastructure. The rules and regulations for the usage of Laboratories by the students is clearly displayed there. The College provides facilities for the following sports: Athletics, Cricket, Football, Volleyball, Table- Tennis and so on. the college has a well-equipped gymnasium for the students. The Sports Committee makes their calendar annually the highlight of which is the Annual Sports Meet. It is an event in which students take part with great enthusiasm and many of our students have won numerous awards and accolades at district, state and national levels. The College performs external audit and based on it sreport, the college keeps on making amendments in policies, if needed.

<https://www.gmsmmahavidyalaya.ac.in/allupload/maintenance%20policies%202017-18.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nandarani and Lalitmohan Smriti Merit Scholarship	2	11000
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b) International	Nill	Nill	Nill

[View File](#)

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved

Remedial Coaching	17/08/2017	200	College
English Language Lab	17/08/2017	30	College, with Orell Technosystems Software
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	Spoken English Classes	30	150	Nil	Nil
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
8	8	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
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Annual Sports Meet	College level	400
Annual College Social	College Social	250
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Students are an integral part of all college activities. But as per the orders of the West Bengal state government, all students unions have been dissolved across the state. As such, while the college considers students as essential stakeholders and consults with them on all important decisions, they do not have official representation in any committees of the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The administrative responsibilities have been well segregated among the faculty members and non-teaching staff. At the core of this decentralized process, is the statutory Teachers' Council in which the entire teaching faculty, are the members. The constitution of various committees and the delegation of authority and responsibilities to the members and Conveners of the various committees ensure a decentralized method of functioning. There are around twelve committees which undertake various college activities. Some of the important committees of the Staff Council are: the Academic Committee, the Finance Committee, the Admission Committee, the Exam Committee, the Library Committee, the Routine Committee, the Student Welfare Committee, the Sports Committee, the Cultural Committee, the Canteen Committee, the Purchase Committee and the Tender Committee, Apart from these committees, various other committees are also formed by the Principal of the College for carrying out any specific

tasks. Also, the teaching and non-teaching staff are regularly consulted through Joint Staff meetings for making important decisions pertaining to the college. All departments strive to organise various co-curricular activities like wall magazines, talks, debates, student seminars, quiz competitions, celebration of important days like World Environment Day, Science Day, AIDS Awareness Day etc. in order to sustain a vibrant academic environment. These activities involve the joint participation of teachers and students.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Our institution is an affiliated college of the University of Calcutta and there is a prescribed University curriculum which the College follows for the courses of all the departments. Faculty members from the College attend meetings and workshops conducted by the university relating to curriculum development. The resulting decisions are then implemented in the syllabi and programs offered by the college, as per guidelines laid down by the university.
Teaching and Learning	Hands on workshops are organized regularly for students and teachers. • Student-centric teaching methodology has resulted in more interactive classes. • ICT enabled teaching has made the classroom teaching more effective. • Hands on experience to the students (like workshops, seminars, group discussions) have enriched the teaching-learning process. • Feedback and evaluation mechanism have helped to identify students shortcomings. • Additional assistance through remedial teaching and bridge courses is provided. • Training sessions for faculty members through faculty development programs. • Field Tours and projects have encouraged practical learning among students
Examination and Evaluation	For Internal Assessments, different types of evaluation methods are followed by faculty members in different departments as per the guidelines of the University. • Seminars, presentations, class tests, assignments are used as part of continuous evaluation. • Faculty members act in various capacities as external evaluators in other colleges of the University of Calcutta. • Some

	<p>senior faculty members participate as convener/member of paper setting, moderating committees by setting question papers for the examinations.</p> <p>Faculty members serve as Head examiners, Examiners, Scrutineers and Reviewers for University examination.</p>
Research and Development	<p>The college has established a Research and Development cell for promotion of research activities and projects. The college encourages teachers to apply for MRP and FDP projects .</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>Software ACCLIB was adopted for Library Automation. The software is easily maintainable and has provided great assistance to the library staff, teachers and students. • IQAC has encouraged the addition of new titles to the library collection. • The library has been equipped with Wi-Fi connection. • The library system is completely computerised with OPAC • In addition to the existing journals a number of journals have been subscribed</p> <ul style="list-style-type: none"> • INFLIBNET is available in the Library. American Library Corner is functional within the Library. Reprographic facilities are available. Students can access the internet at the Library.
Human Resource Management	<p>The total number of vacancies and process of selection and recruitment are strictly ordained by the University of Calcutta• Teachers are encouraged and permitted to participate in general and specific training programmes like induction programmes, refresher courses, faculty development programmes and workshops. • Teachers have to submit lessons plans • Practical and hands on teaching and learning practices are encouraged. • IQAC reviews performance on the basis of feedback to improve teaching efficiency.</p>
Industry Interaction / Collaboration	-
Admission of Students	<p>The college conducts an online admission procedure through a dedicated admission portal. Students are not required to come to college physically during the entire admission process. It is an absolutely paperless process. The students make their payment through an online payment gateway and submit all their information and documentation</p>

online. The college provides dedicated phone numbers and email addresses in case the candidates need to contact the college for information or grievance redressal. Identity cards and Library cards are issued once the classes start.

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

E-governance area	Details
Administration	The college has a Management Information Software. The admission and student registration processes are conducted online.
Finance and Accounts	The entire accounts and finance departments of the college runs on a financial software. Apart from that, e-tenders are notified in the college website from time to time. The salary is processed through the computerised HRMS portal of the West Bengal government.
Student Admission and Support	The college conducts an online admission procedure through a dedicated admission portal. Students are not required to come to college physically during the entire admission process. It is an absolutely paperless process. The students make their payment through an online payment gateway and submit all their information and documentation online. The college provides dedicated phone numbers and email addresses in case the candidates need to contact the college for information or grievance redressal. Identity cards and Library cards are issued once the classes start.
Examination	All examination-related notifications are posted on the college website. Admit cards are also issued online. Marks entry for final examinations are processed through the online portal of the university.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Nil	MIS Training	16/02/2018	17/02/2018	Nil	15
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
No	No	Concessions, scholarships, stipends, Kanyasree for female students, Student Welfare Committee.

6.4 – Financial Management and Resource Mobilization

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

Every year, the college conducts an external financial audit. Government-nominated audit firms conduct the audit of the college accounts. The Audit report is presented in the Governing Body meeting for its perusal.
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
P.C. Chandra Gyandhara Scheme	100000	Library books and automation
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6.4.3 – Total corpus fund generated

43875251

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Null	No	Null
Administrative	No	Null	No	Null

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

There is no parent-teacher association, though the college maintains cordial relations with the parents and guardians of its wards.

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

None

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

No Data Entered/Not Applicable !!!

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Null
b) Participation in NIRF	Null
c) ISO certification	Null
d) NBA or any other quality audit	Null

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gynaecological Health Camp	18/08/2017	18/08/2017	300	0
Poster Campaign on Gender Equity	08/03/2018	08/03/2018	38	7

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

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

The outdoor lighting requirements of the college is met entirely by solar energy. 20 of the energy requirements of the college is fulfilled by solar energy.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
No Data Entered/Not Applicable !!!		

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	Nil	1	08/09/2017	1	Station Cleanlin Driveess	Removing plastic waste	52
2018	Nil	1	18/01/2018	1	Care for Stray animals of the locality	Medical care of stray dogs around the campus and in the locality	22
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The college has a Rain Water Harvesting System where the rainwater is recycled to be used in washrooms and for gardening purposes.
The college has a Vermicompost Pit. Waste is segregated and bio-degradable waste is collected from the canteen and is used for the Vermicomposting.
The college is No Plastic Zone. The canteen uses earthen clay cups, instead of paper or plastic cups.
The college has a plantation under Social Forestry Scheme.
The college uses its water bodies to harvest fishes which help in controlling malaria and dengue.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICES- 2017-18 Title of the Practice- Installation of the rainwater harvesting unit: An initiative towards environmental consciousness. Goal: The institution aims to develop environmental awareness among the students as an integral part of their holistic development as responsible human beings.

Sustainable development and resource conservation are necessary for the prevention of the depletion of natural resources of the earth and the survival of future generations. Rainwater harvesting is one such effort where rainwater is collected and stored for reuse. Roof top rainwater harvesting is a common technique adopted in urban areas to overcome water shortages or recycle rainwater. The Context: Daily water requirements for the 5000 students in the campus are huge. Therefore it was felt that the installation of a rainwater harvesting unit in the college could serve the dual objectives of enhancing environmental consciousness among the students as well as augmenting the water requirements of the institution. The harvested water could be used for different purposes. Thus installation of the project would mean that the college would take a step forward in the performance of its institutional responsibility towards a more sustainable future. The Practice: As a first step toward implementation of the proposal for installation of the rooftop rainwater harvesting unit the institution invited a team for investigation of the feasibility of the project and providing expert advice regarding the design and location of the units. On the basis of the visit they provided a plan for the location of the storage reservoirs and an estimate of the costs involved. Their plan suggested that the water could be collected from the rooftop and stored in two 1000 litre tanks. The collected water could be used primarily for gardening at the beginning. Evidence of Success The water is primarily collected during the rainy season and is used for gardening and washroom water. A proposal has been placed for utilization of the rainwater for medicinal plants. Problems

Encountered and Resources Technical knowledge of the caretaker to run the system efficiently. Title of the Practice- Establishment of P. C. Chandra Group Knowledge Centre in the library Objective: To provide career guidance books to the students, staff and alumni throughout the year. Context: The P. C. Chandra Group, as a part of their Corporate Social Responsibility (CSR) programme, initiated Gyandhara funding scheme for college libraries to promote education in West Bengal. This fund is to be used by the colleges to create Knowledge Centres in their premises for enhancement of knowledge. Practice and its Implementation: Our college successfully applied for funds under this programme and received a Rs. 2,00,000 (Rupees Two lakhs) grant for the college library. The P. C. Chandra Group invited the college principal, teachers and students to attend the award ceremony and a cheque for Rs. 1,00,000 (One lakh) was given to the Principal With the initial instalment, books and library furniture were acquired. Evidence of success: The students of the college are able to access the career guidance materials during a very crucial period of their study. Also, the teachers are able to enhance the career of the students by utilizing the knowledge obtained through these books. Problems encountered: The number of books, at this stage, is somewhat low to meet the full demand. Also, this is a one-time grant and career guidance materials need to be refreshed from time to time, thus requiring perennial investments.

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

<https://www.gmsmmahavidyalaya.ac.in/>

7.3 – Institutional Distinctiveness

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

Institutional Distinctiveness 2017-18 The college is located in a rural area in Mandirbazar Block of 24 Parganas(s). The area has a low female literacy rate.

The college encourages girl students to continue their higher education. For this, the Women's Cell of the college organizes regular sensitization programs and even mentoring girl students who are in the midst of any hurdle. To keep a check on their health, the college organizes gynaecological camps by renowned doctors. The College has also anaemia detection camps for the girl students.

The college has a dedicated cell for helping students avail the Kanyashree Scheme. The college ranks in the overall scheme beneficiaries. 25750 students availed of the scheme and got a scholarship of Rs 13402250/-. The college now has a majority of girl students, less drop outs and excellent results.

Provide the weblink of the institution

<https://www.gmsmmahavidyalaya.ac.in/>

8.Future Plans of Actions for Next Academic Year

FUTURE PLAN OF ACTION FOR THE ACADEMIC YEAR 2018-19 There are two major events that the college needs to prepare for in the ensuing academic year, 2018-19. GOLDEN JUBILEE: The year 2018 marks the completion of fifty years of the college's establishment. A fitting celebration is to be organized for this glorious milestone. An organizing committee is to be formed that will plan and execute a suitable celebration of the same. INTRODUCTION OF SEMESTER-WISE CBCS SYSTEM: Secondly, the university is set to introduce the semester-wise Choice Based Credit System from the academic year 2018-19. This will require an all-round revamp of various academic aspects of the college. Keeping in mind that the number of classes per course is set to increase and that the college has a space constraint in terms of the number of rooms, it is proposed that a morning section be opened. The morning section will cater to half of the B.A. General students, which forms the largest section of students of the college. Steps are to be taken in terms of recruitment and academic planning of the said section. Meetings are to be organized by all sub-committees in order to assess and address the needs arising from the implementation of the new system. These would include purchase of books, preparation of class routine and lesson plans, allocation of staff and resources for both the day and morning sections and so on. MAINTAINING A VIBRANT ACADEMIC CULTURE IN THE COLLEGE: All departments and co-curricular committees are to plan and organize seminars and programmes in order to ensure a vibrant academic culture in the college. All the Science departments are particularly advised to organize activities that will serve to motivate students and encourage a scientific temper among the Science students. It is especially important to do so as the college plans to introduce Honours courses in the Science stream in the future.