YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	Gokhale Memorial Girls' College
• Name of the Head of the institution	Dr. Atashi Karpha
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03322238287
• Mobile No:	9830456984
• Registered e-mail	gokhalecollegekolkata@gmail.com
• Alternate e-mail	gokhalecollegekolkataacct@gmail.com
• Address	1/1 Harish Mukherjee Road
• City/Town	Kolkata
• State/UT	West Bengal
• Pin Code	700020
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Women
• Location	Urban

• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**University of Calcutta**
• Name of the IQAC Coordinator	**Dr. Mausumi Mukherjee**
• Phone No.	**7003712828**
• Alternate phone No.	
• Mobile	**9830170382**
• IQAC e-mail address	**iqac@gokhalecollegekolkata.gmail.com**
• Alternate e-mail address	**gmgciqac.doc@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.gokhalecollegekolkata.edu.in/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.gokhalecollegekolkata.edu.in/IQAC-AQAR/AcademicCalendar/GMGC-AcademicCalendar-2022-2023.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.62**	**2008**	**16/09/2008**	**15/09/2013**
Cycle 2	**B**	**2.79**	**2016**	**19/01/2016**	**18/01/2021**
Cycle 3	**B+**	**2.72**	**2023**	**23/11/2023**	**22/11/2028**

6.Date of Establishment of IQAC	**01/09/2008**
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,	

Institutional/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Gokhale Memorial Girls' College	Salary	West Bengal State Government	Year - 2022-23 Duration - 365 days	84784857
Gokhale Memorial Girls' College	Arrear	West Bengal State Government	Year - 2022-23 Duration - 365 days	31066
Gokhale Memorial Girls' College	Bonus	West Bengal State Government	Year - 2022-23 Duration - 365 days	139200
Gokhale Memorial Girls' College	Shortfall	West Bengal State Government	Year - 2022-23 Duration - 365 days	26532
Gokhale Memorial Girls' College	Medical reimbursemen t	West Bengal State Government	Year - 2022-23 Duration - 365 days	77487
Gokhale Memorial Girls' College	SACT Gratuity	West Bengal State Government	Year - 2022-23 Duration - 365 days	500000
Gokhale Memorial Girls' College	DA	West Bengal State Government	Year - 2022-23 Duration - 365 days	172260

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	13
• Were the minutes of IQAC meeting(s) and	No

compliance to the decisions have been uploaded on the institutional website?		
• 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)

1. College applied for NIRF ranking and ISO certification

2. College introduced add-on Spoken English and Communicative German in collaboration with Ramkrishna Institute of Culture (04.08.2022)

3. MoU was signed with Redivivus Recyclers Private Limited for waste management (15.05.2023).

4.MoU for exchange of facutty and others collaborative academic programmes were signed with Brainware University (08.05.2023), K. K. Das College (29.05.2023), Nabagram Hiralal College (20.08.2022), Muralidhar Girls' College (16..11.2022).

5.Academic and Administrative Audit was conducted on 11.11.2022

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
1. To sign MoUs with different Institutes for collaborative academic work	MoU for exchange of facutty and others collaborative academic programmes were signed with Brainware University (08.05.2023), K. K. Das College (29.05.2023), Nabagram Hiralal College (20.08.2022), Muralidhar Girls' College (16..11.2022).
2. To enter into agreement for waste management	MoU was signed with Redivivus Recyclers Private Limited for waste management (15.05.2023).
3. To introduce new add-on courses	College introduced add-on Spoken English and Communicative German in collaboration with Ramkrishna Institute of Culture (04.08.2022)
4. To apply for NIRF ranking	Application done
5. To promote online digital learning	New smart rooms were set up for the purpose
6. To apply for ISO certification	ISO certification (9001:2015) was obtained on 13.03.2023
7. To organize professional teaching courses for teaching staff	17 faculty members were sent to attend a one day workshop on content development and authoring at the School of education technology, Jadavpur University on 23.11.2022

13.Whether the AQAR was placed before statutory body?	**Yes**

- Name of the statutory body

Name	Date of meeting(s)
Teachers' Council	30/04/2024

14.Whether institutional data submitted to AISHE

Year	Date of Submission
Yes	22/01/2024

15.Multidisciplinary / interdisciplinary

The institution offers courses as permitted and the curriculum as prescribed by the affiliating University. Some of courses with CBCS curriculum offered by the College have interdisciplinary topics. Such courses are mentioned as follows - Bengali Honours - The CBCS course includes topics related to journalism, film studies linguistics and education. Chemistry Honours - Curriculum in Semester 5 is inter- disciplinary with Mathematics and Computer Science. English Honours - English Literature is an interdisciplinary field incorporating knowledge of history, psychology, and sociology besides incorporating elements of Linguistics within its syllabus structure. Physics Honours - Econophysics, Sociophysics, Geophysics, Astrophysics, Biophysics, Quantum Information are some of the multi-disciplinary subjects related to Physics. History Honours - History like any other subjects of study, is not an exclusive domain of knowledge. Geography, Geology, Climatology, Cartography and other branches of science dealing with Earth and environment are closely related because human civilisation evolved in keeping with the surroundings. Political Science and Economics as specialised fields of human activities are closely related to History. Gender Studies and Social Psychology are integral parts of History as well. Economics Honours - The curriculum of economics has aspects of economic geography, ethnography, economic history, behavioral economic psychology, Political Economy and advertisement. Statistics complements Economics thoroughly. Indian Economic History, a Discipline Specific elective a historical narrative. Political Science Honours - Curriculum is essentially multi- disciplinary and associated with Sociology, Gender Studies, IR, Legal Studies, History Human rights and Public Administration and Economics. Education Honours - Curriculum is essentially multidisciplinary. Students having subjects such as English, Economics, Psychology at the Plus-Two level can opt for Education Honours at the undergraduate level.The course also included topics from Sociology, Psychology, Statistics, Philosophy, History, Political Science, Gender Studies etc. Hindi Honours - This language course includes topics related to journalism and film studies. CBCS syllabus of Geography shares common aspects with Political science, Economics and Philosophy as well as Chemistry. The CBCS curriculum is multidisciplinary and multidimensional.: statistics Rural Development in India which is enters the course curriculum of both Economics and Political Science

and Geographical Thought which is the philosophy. Advertising, Sales Promotion and Sales Management (Major Vocational) has topics related to Economics and Psychology. Students having subjects like History, Political Science, Education and so on can take up Honours in Philosophy. The curriculum also includes topics from literatre, Political Science, Gender Studies-Education & Sociology.

16.Academic bank of credits (ABC):

The Academic Bank of Credit referred to as ABC in short, is a credit facility originally envisioned by the Government of India in the National Education Policy 2020. The scheme has the provisions of creating a digital infrastructure that will store the academic credits earned by the students of various higher education institutes within the country. The scheme includes all kinds of courses offered by the Higher Education Institutes and which are recognised by the UGC, be it a graduation course, postgraduate course, PhD courses, diploma courses or certificate course, etc .Academic Bank of Credits will provide learners to open individual Academic Bank Accounts. It gives students multiple entries and exit options from colleges or universities. Gokhale Memorial Girls' College is affiliated to the University of Calcutta and offers under-graduate degree course programs in both B.A. and B.Sc. (Honours and Major Vocational). It also serves as the Local chapter of Swayam-NPTEL courses conducted by the Faculty of IIT Kharagpur. The College in the near future will follow the directives of the affiliating University as regards registering on the ABC platform to facilitate the students - a step forward in adopting NEP 2020.

17.Skill development:

The College offered two employable skill-development certificate courses in 2021-22 in collaboration with Pranavananda Institute of Technology and Management (Affiliated to MAKAUT) Computer Courses (Duration Three Years) HR Assoiciate and Supervisory Skills Courses (Duration Two Years) However, the MOU with the Pranavananda Institute of Technology and Management provides scope for facilitating enrollment in two other value-added certificate courses, too, viz. Montessori and Pre-Primary Teachers Training (Duration One Year) MOU with the Ramkrishna Mission Institute of Culture provides scope for facilitating enrollment in two other value-added certificate courses, too, viz. (i) Spoken English ii) Communicative German

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

Institution offers - Honours Courses in Hindi, Bengali and English

Major (Vocational) Course in Communicative English Hindi, Bengali, English and Sanskrit as generic subjects Teaching-Learning is conducted basically in Bengali and English.

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

The Institution is affiliated to the University of Calcutta and needs to follow the strictures laid down by the University, particularly as regards the curriculum prescribed. At present CBCS curriculum has been introduced in all the course programs offered by the institution and it focusses on outcome based learning with objective of equipping the students to face the future. It starts with a clear picture of what the students should learn and be able to do. Each department is asked to set the departmental academic calendar for curriculum delivery and planning and assessment to ensure that adequate learning is ultimately achieved. Though the institution is an affiliated one, yet it also offers certificate courses in Computer and HR Associate as value- added courses which are conducted by the Pranavanda Institute of Management and Technology. The faculty tries its level best to deliver the CBCS curriculum with - Clarity of focus – The faculty is clearly focused on what they want the students to know and teach the syllabus in such a manner that so that the students know what they are expected to learn, understand what they are being taught and are able to apply. Thus students develop the knowledge, skills and personalities that can help them to achieve the intended outcomes. Designing down - The CBCS curriculum prescribed by the Affiliating University is clearly set and outcomes are adequately articulated. The curriculum design of the Honours and the Major (Vocational) are explained by the faculty right at the outset to each new batch of students in a Semester. Students are made aware of the (graduation) outcomes to be achieved at the end of the program. The Faculty draws up the plans to deliver the syllabus efficiently within the stipulated time and guide the students through internal assessment tests to ensure their preparedness and help them achieve high scores in the final examination. High expectations - Each faculty in the institution aims high for the students. Continuous class assessments are taken by teachers to enable the students perform better and rectify their weakness. They involve every student in this process providing special guidance, if necessary. Expanded opportunities - Teachers of the institution identify the students at different difficulty levels. Not all learners can learn the same thing in the same way and in the same time. Such learners are identified by teachers and specially guided. Peer Tutoring and Remedial classes are held to facilitate weak learners. Self-improvement is emphasized and diligent students are offered special encouragement. Class and home

assignments are provided to encourage students to improve. Strong learners are motivated towards further excellence in academics.

20.Distance education/online education:

Distance learning is facilitated through the Swayam-NPTEL Courses. The College is a local chapter of the Swayam-NPTEL, a MHRD initiative since January 2017. Sessions are orgainized by the learned faculty of IIT, Kharagpur. Students get enrolled in multiple courses offered by IIT Kharagpur every half-yearly session.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**16**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**821**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**281**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**298**

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	**68**

File Description	Documents
Data Template	<u>View File</u>

| 3.2

Number of Sanctioned posts during the year | **73** |

File Description	Documents
Data Template	<u>View File</u>

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**31**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**101.806**
4.3 Total number of computers on campus for academic purposes	**46**

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

The institution ensures effective curriculum delivery through a meticulously planned and documented process.

The teaching approach in the CBCS revolves around the sequence of topics, available reading materials, lesson planning, and the accuracy of topic presentation. Emphasis is placed on clear delivery, thorough topic coverage, and topic review.

A well-structured central timetable is followed. The course

requirements are identified during departmental meetings, and a departmental academic calendar is created accordingly.

Classes for both Honours and Generic courses are distributed and adjusted as needed to ensure syllabus completion within the designated time frame.

Inclusive learning is promoted by providing textbooks, printed materials, handwritten notes, and electronic reference materials as required.

Learning outcomes are assessed through formative methods such as class tests, tutorials, and quizzes.

The central library facilitates remote access to e-resources and question papers. Remedial lectures, tutorials, and revision classes are organized for students who need extra support.

Peer tutoring, student presentations, and group discussions are encouraged to facilitate the exchange of ideas and information sharing among students. The institution maintains a parent-teacher interface to involve parents in monitoring their wards' progress.

Co-curricular activities are promoted as they help students to face the challenges of the competitive modern world.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	[NIL](#)

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

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

The college adheres to the Academic Calendar set by the affiliated University, which governs all academic activities including admissions, registrations, form submissions, internal and final examinations (comprising theory, practicals, tutorials, vivas, etc.). These activities are meticulously scheduled. The Data Management Committee aids in uploading final exam results onto the University portal within the stipulated timeframe. An outline of the

Academic and Administrative Calendar is outlined in the college prospectus, accommodating extracurricular events, special observance days, and continuous assessments. Notices regarding these matters are prominently displayed on the college website and in the Notice Book kept in the Principal's Office.

Departmental academic calendars delineate syllabus distribution among faculty members. Class schedules are organized based on the master timetable crafted by the Time-Table Committee before the start of each academic session, ensuring students receive timely information about class timings and routines.

For the academic session 2022-23 and prior sessions, the University of Calcutta issued the Academic Calendar along with the Undergraduate (UG) Admission Notification for its affiliated colleges.

File Description	Documents
Upload relevant supporting documents	View File
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	View File
Any additional information	View File

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

4

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

91

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

286

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

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

The CBCS curriculum is prescribed by the affiliated university, and the institution lacks the authority to modify or change it. However, numerous co-curricular activities complement the curriculum and address crosscutting issues such as human ethics and values, environmental awareness, and equal opportunities. These activities provide students with ample opportunities to engage in experiences that enhance their learning and understanding. Special observances also foster respect for heritage and legacy among students.

Students often translate what they learn in the syllabus into meaningful actions through participation in activities organized by the Cultural Club, Literary Club, Social Awareness Club, NSS engagements, community work through SES REC under MGNCRE, Blood Donation drives, and observance of events like World Environment Day.

The World Environment Day in 2022, staff and students commemorated the day by planting and distributing saplings at the campus. An environment awareness walk helped the locality to be concious about the environmental conservation. Furthermore, distributing saplings and organising awareness walk can foster a community and collective responsibility for the environment.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

07

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
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	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

130

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

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

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.gokhalecollegekolkata.edu.in/IQAC-AQAR/SSS/StudentSatisfactionSurvey-2022-23.pdf

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

634

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

58

File Description	Documents
Any additional information	[View File]()
Number of seats filled against seats reserved (Data Template)	[View File]()

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

- **Regular assessments are made through class tests , tutorial classes, revisions and doubt-clearing sessions.**
- **Peer Tutoring and remedial classes are also held.**
- **Formative assessments are regualrly followed through home assignments and projects which are evaluated to identify advanced, slow and weak learners.**
- **Parent-Teacher interface is a very important medium for communicating the progress of the students to their guardians.**
- **Suggestions from guardians are taken into consideration by the faculty and appropriate steps are taken to address the shortfalls and also to initiate more conducive methods of teaching-learning.Mock tests are taken for summative evaluation at the end of the semester for assessing the preparedness of the students.**

File Description	Documents
Link for additional Information	https://gokhalecollegekolkata.edu.in/noticeboard/notices/2023/may2023/GMGC-ADMIN-22-23-865-29May2023.pdf
Upload any additional information	[View File]()

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

Number of Students	Number of Teachers
821	68

File Description	Documents
Any additional information	[View File]()

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 classroom when students are physically present students s' participative learning is ensured through

- **Group discussions**
- **Student seminars and class presentations.**
- **Special Lectures**
- **Peer tutoring**
- **Mock Viva voce 6. Practice classes in lab-based practicals**
- **Doubt-clearing sessions 8. Revision classes**
- **Student debates**
- **Film Screening and film review as experiential learning**

File Description	Documents
Upload any additional information	[View File](#)
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

Softwares used by faculty in different disciplines are -

- **DEV C++ in Mathematics**
- **Python and GNUPlot in Physics**
- **Quantum -GIS in Geography**
- **Chemdraw and FORCE 2.0 in Chemistry**
- **Stata and Excel in Economics**
- **Pneumolysis in Psychology**
- **Teaching and study material is obtained from e-resources accessed remotely using NList of INFLIBNET and Central Library OPAC system and through web access.**
- **Digital platforms such as Microsoft tools, Zoom, Google Meet, Google Hangout, Google Duo and Google Class Room, Edumode etc. to conduct online classes.**
- **Digital tools, such as Xodo Pdf writer, Microsoft Edge, Adobe, Foxit Pdf Reader etc.) to check answer scripts submitted online.**
- **Digital Platforms such as Google Meet, Webex and Zoom etc. to conduct Webinars and special lectures.**
- **Learning e-material and academic content is provided through online messaging Apps like E-mail and in Google classrooms.**

- **Video lectures are provided through Zoom and OBS studio**
- **Skype for taking online classes.**

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://gokhalecollegekolkata.edu.in/IQAC-AQAR/ICTtools/ICT-ToolsUsed-Faculty-2022.pdf

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

42

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

73

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

38

File Description	Documents
Any additional information	*View File*
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)	*View File*

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

898

File Description	Documents
Any additional information	*View File*
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 internal assessments are held at fixed and regular intervals in each semester in the Choice-based- Credit System of examinations. The exact question pattern and distribution of marks for each paper in each subject is decided by the respective Board of Studies for the different disciplines. The time-range for the examination is stipulated by the Controller of Examinations, University of Calcutta. Each department conducts their internal assessment on centrally decided dates within the university- stipulated time-frame and sets the question papers. Answer-scripts are assessed by the faculty.Answer-scripts post-evaluation are subjected to minute scrutiny by the respective departmental evaluators. Finally, the marks for each paper (theory and practical/ tutorial for both Honours/ Major and General Subjects), are uploaded to the University Portal within the stipulated time-frame centrally by the college through the Student Data Management Committee. The college appoints an Examination Committee comprising of faculty members, for the

smooth running of the process of both internal and external examinations both in the offline and online modes. The examination committee completes the task of question paper assignment (creation of examination-specific google classrooms, creation of assignment and material related to the examination).

File Description	Documents
Any additional information	[View File](#)
Link for additional information	[NIL](#)

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

Several procedures are followed to maintain the mechanism of dealing with internal assessment-related grievances in a transparent, time bound and efficient manner.All question-paper related issues are directly addressed by the departmental faculty themselves. Post-evaluation the answer-papers are shown to the parents of the examinees during a post-assessment Parent-Teachers' meeting. The parents are invited to express their honest comments about their ward's performance in the presence of all the faculty members of the department. On occasions of poor performance by a student, the Department asks the respective guardian to visit the HOD and other faculty members and a discussion addressing the relevant issues id held.

The college conducts mock-tests before the final university exams. All answer-scripts are evaluated by the departmental faculty members and shown to the students in a class meet. Problems regarding script evaluation, question papers, mark addition and all other grievance -related issues are dealt with in the most transparent, efficient and time-bound way possible.

All critical cases in terms of attendance and academic performance are discussed in a college Teachers' Council meeting chaired by the Head of the Institution

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File Description	Documents
Any additional information	[View File](#)
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.

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are displayed on college website throughout the year.The course curriculum is framed by the University of Calcutta. The college appreciates the necessity of outcome based education for the students.

- All Departments have a well formulated study plan (academic calendar) for teaching and learning.
- Students are made aware of the knowledge and skills that they will acquire at the end of their chosen course on the very first day of their college life through Orientation program. The context and the potential applications of the knowledge and skills are adequately explained to them. Later teachers of respective departments explain the curriculum and programme outcomes and course outcomes to the students in details.
- The College monitors and ensures the achievement of course outcomes through Academic Sub-Committee Meetings.
- Course outcomes have been published in the college website.
- Course outcomes are also duly conveyed to the guardians during the PTM.
- Feedbacks are taken to ensure whether the outcomes are met.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://gokhalecollegekolkata.edu.in/IQAC-AQAR/ProgramOutcomes.htm
Upload COs for all courses (exemplars from Glossary)	[View File](#)

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

Course Outcomes are narrower statements that describe what students are expected to know, and be able to do at the end of each course and attainment is measured based on

1. the results of the internal assessment and Class performance and activities consisting of assignments / tutorials

2. external examination conducted by the university.

As per university of Calcutta benchmarks attainment levels for Honoursand Major courses of B.A/ B.SC CBCS system are as follows-

Attainment Level 1: Grade A++

Attainment Level 2: Grade A+

Attainment Level 3: Grade A

Attainment Level 4: Grade B+

Attainment Level 5:Grade B

Attainment Level 6: Grade C +

Attainment Level 7: Grade C

Attainment Level 8: Fail

11% students secured more than 80% marks (Grade A+)

52 %students secured more than 70% marks (Grade A)

30 %students secured more than 60% marks (Grade B+)

File Description	Documents
Upload any additional information	View File
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

280

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	NIL

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)

https://gokhalecollegekolkata.edu.in/IQAC-AQAR/SSS/StudentSatisfactionSurvey-2022-23.pdf

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)

35000

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

01

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://dstbt.bangla.gov.in/

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

28

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

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

08

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

29

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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

Gokhale Memorial Girls' College conducted number of extension activities inside and outside the college premises so that students are being sensitised to different social issues. These activities can be further classified into following categories-

1. **Environmental awareness (a)World environment day (05.06.2022) (b) Tree plantation programme (19.07.2022) (c) Fuel 7 energy awareness programme (08.08.2022) (d)Trip to a recycling factory (21.12.2022)**
2. **Health related issues (a)Blood donation camp (18.11.2022) (b)Health camp (13.04.2023) (c)Thalassemia Awareness & Testing (16.11.2022)**
3. **Social outreach programme (a)NSS seven-day special camp (25.03.2023 - 31.03.2023) (b) Social outreach programme at "Sister Nivedita Children's Home" (26.11.2022) (c) Social Outreach Programme at 'HELPP' (02.02.2023)**

File Description	Documents
Paste link for additional information	https://www.gokhalecollegekolkata.edu.in/social-outreach.htm
Upload any additional information	View File

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

02

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

11

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

305

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

63

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

10

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

- **Total number of classrooms are 31 and Total Laboratories 14 (including Langiage Lab)**
- **4 large classrooms, called Lecture theaters.**
- **15 classrooms (including a few laboratories are equipped with Desktop computers with LAN connection.**
- **Smart rooms**
- **Every floor has safe drinking water source maintained by a**

reputed company.
- There are adequate washrooms and toilets and hygeine is carefulmaintained.
- A fire alarm system is installed in both the buildings.
- There is a standby 60 KVA generator.
- There are 46 active computers for academic work
- There is a separate space for canteen.
- There is a common room for students.

File Description	Documents
Upload any additional information	[View File](#)
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.

Though the college suffers from chronic space crunch, it tries to use every inch of its small campus premises available to it. The small piece of land onlooking the garden, used to serve for conducting annual sports events earlier. After two years of lockdown, the college particularly emphasized on sports/physical activities by organising annual sports with much grandeur . College has dumbell, shot-put ball, javelin, busket ball, volleyball, football for games.The college has also planned to reconstruct the gymnasium.

The year 2022 is marked with the completion of 75th year of Independence of our country. A short but memorable program was organised on this occassion of Azadi ka Amrit Mahotsav. The college organized Students' activity week from 24th september to 28th september 2022 on the theme Azadi - A celebration of Independence .Annual Prize distribution ceremony was organised in ICCR in 2023. College has also organized Students Week (Govt. of West Bengal initiative) from 2nd to 7th January 2023. For the purpose of organising cultural events on a large scale, college spends a lot of money to secure place in the nearby auditoriums.

File Description	Documents
Upload any additional information	[View File](#)
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.

22

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

22

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

10371025

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Libsys LSEase Library Management Software is installed for the maintenance of the library database. The Centre was first established in 2006 in the library under the UGC Xth Five Year Plan and assistance was provided for purchase of computers and internet connection. At present there are 4 computers and OPAC searching facility with163.41 MBPS bandwidth internet connectivity to access

the e- resources from INFLIBNET and other websites. Partial automation was introduced in 2014 with LSEase Web Centric 3 Users Software and subsequently upgraded to LSEase Web Centric 5 Users Software in April 2018. The barcoding process was initiated in 2014 and completed in 2017. At present the library is fully automated. There is an automated catalogue system and barcoding has made easy systematic management of issue, return and retrieval of books. The mezzanine section is equipped with computers and serves as the UGC Resource Network Center where users can access N-List e-resources. By 2020 around 600 users were enrolled in the UGC N-LIST program. In 2020, the Central Library website was created - animportant step in facilitating the faculty and students with direct and individual access to INFLIBNET services and other e-resources within the reading room and outside.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://gmgclibrary.wordpress.com/

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	A. Any 4 or more of the above

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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)

102850

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

27

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Until 2020, the internet connectivity speed was 250 MBPS. During lockdown the college has bolstered its internet speed. In the year 2022, the college has bought services from Alliance Broadband Services Pvt. Ltd for high-speed internet connection. Several wi-fi routers havebeen installed in both the buildings to set-up and distribute the connectivity throughtout all the departments.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.gokhalecollegekolkata.edu.in/ICT.htm

4.3.2 - Number of Computers

57

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

102850

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

Requirements are sought every year to the Laboratory based departmentsLibrary is open access and fully computerized. Library facilities are provided to all teachers, students and staff. Library committee meetings are held at regular intervals to implement more rule and regulations. Online library web- OPAC is accessible to the students and faculty from anywhere in the college campus. Desktop along with internet facility and anti-virus protection is provided

to all the departments and offices. All Smart rooms are equipped with projectors and laptops where the respective departments can conduct their seminars and film shows. Policy and procedure for maintaining and utilizing various facilities: 1) Formation of various committees for smooth and efficient management of various facilities and their maintenance. This, in addition, gives the opportunity to the faculty members to develop administrative skills. 2) A Sports committee is established who oversee the sports facilities and the small amount of gym facilitiesthat the college has. 3) Purchase and e-tendering committees are in-charge of utilizing fundsfrom RUSA 2.0. Those projects are monitored by the Project Monitoring Unit. 4)Purchasecommittee is overall responsible for procurement of new items/instruments/computers etc. 5) Maintenance of instruments primarily lies on the faculty members of the departments and non-teaching laboratory attendants. If required, trained persons are called for from the seller for repairing/replacement works. 6) A permanent electrician is there for maintenance of electric equipments for newpurchasesand maintainance work of the instruments, chemicals and other items. Funds are allocated according to the requirements.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

147

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

31

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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	**B. 3 of the above**

File Description	Documents
Link to institutional website	https://www.gokhalecollegekolkata.edu.in/seminars-workshops.htm
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

280

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

280

File Description	Documents
Any additional information	[View File](#)
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View File](#)
Upload any additional information	[View File](#)
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

10

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

163

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

18

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.

38	

File Description	Documents
e-copies of award letters and certificates	*View File*
Any additional information	*View File*
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/state/national/international level (During the year) (Data Template)	*View File*

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)

Class Representatives (CRs) represent student interests in the student Welfare sub-committee headed by teacher members. Students' interests are addressed by the teacher members of the Student Welfare Sub-Committee. Meetings are held from time to time with the Class Representatives of different classes. the Class representatives take responsibility of organizing activities, taking care of flow of information and represent their classmates in the Student Welfare sub-committee. Student problems, complaints and academic and extra-curricular demands are dealt with and resolved in the committee meetings.

File Description	Documents
Paste link for additional information	*Nil*
Upload any additional information	*View File*

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

56

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	[View File](#)
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)	[View File](#)

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

- **The Alumni Association conducted a seminar on "Sustainable Development" on 22nd November, 2022. The speaker was Dr. Nayan Mitra, Founder Director- Sustainable Advancements (OPC) Pvt. Ltd. and Assistant Secretary, Gokhale Memorial Girls' College Alumni Association.**

- **A Bakery workshop for the students of the college was conducted in collaboration with the department of Clinical Nutrition and Dietetics (CNDV) of the college by Ms. Tahira Rabab, Special Lecture faculty of the department.**

- **A webinar was conducted on "PCOS-PCOD: Symptoms, consequences and how to deal with it". The webinar was organized on 9th January, 2023 for the faculty and students of CNDV by Priyanka Shah, Clinical Dietician of Nutridate.**

- **The association also organized the "Reunion Mela 2023" on 19th March at the college campus to bring together all the alumni of the college and create a window of opportunity for the future students.**

Impact:

- **To develop entrepreneurial skills among the students**

- **To create awareness regarding environment and health.**

- **The Alumni association provided all financial and other support services for organizing the events**

- **stated above, in the interest of its alma mater.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**D. 1 Lakhs - 3Lakhs**

File Description	Documents
Upload any additional information	[View File](#)

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

In accordance with the vision and mission statements, the institution is committed to making teaching-learning accessible to all students through a well organized structure, systematic development and implementation of its plans.

The Governing Body is the executive authority and comprises the President, the Principal, State Government and University Nominees, Teaching and non-teaching Representatives. The active participation of faculty and staff is ensuredbyrepresentationsfrom the faculty and in some cases from the students. Besides IQAC, the Finance Committee, Building and Infrastructure Committee and Project

Monitoring Unit for RUSA 2.0 mainly plan and discuss the inflow of funds.

Interaction between faculty and management is frequent with Teachers' Council meetings scheduled at regular intervals to enable teachers to participate in decision-making at every level. Departmental meetingsare also held regularly.Interaction with students is a continuous process conducted by the Student Welfare Sub-Committee.

The Social Outreach committee, NSS and Social Awareness Club of GMGC under the guidance of the Principal and Staff Advisors organize a number of events. Funding and sponsorship is obtained from different government agencies, the UGC and corporate organizations for organizing conferences, workshops and community programmes. The management also motivates teachers to undertake MRPs.

File Description	Documents
Paste link for additional information	https://www.gokhalecollegekolkata.edu.in/gmgc-visionMission.htm
Upload any additional information	View File

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

A number of committees are constituted by the Principal prior to the commencement of the new academic session with the consent of the Teachers' Council. Statutory committees are the IQAC, Academic Sub-committee, Finance Sub-Committee, Provident Fund committee, Building and infrastructure committee and Project Monitoring Unitfor RUSA2.0. Participation in the non-statutory committees enables teachers to develop administrative and management skills. Each committee performsa specific task through consensualdecision making. Besides the usual working committees, the student Data Management Committee handles student-related data pertaining to the newly-introduced CCF system under NEP-2020 and the ongoing CBCS system.

The college was awarded a grant by RUSA that facilitates infrastructural and academic developments. The fund would be utilized for infrastructure, building, library and IT resources approved by the Principal and the PMU members.

The IQAC is at the helm of the entire planning, programming and execution of all quality enhancement projects and activities. The Principal, the members of the IQAC and all staff members are involved in defining the policies and procedures, framing guidelines and rules regulations pertaining to admission, examination, discipline, grievance redressal and library services etc., and effectively implementing the same to ensure smooth and efficient functioning of the institution.

File Description	Documents
Paste link for additional information	https://www.gokhalecollegekolkata.edu.in/RUSA.htm
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- To ensure quality in curriculum delivery and academic support for student success.

- To facilitate innovative and effective teaching methods through provision of personal GSuite accounts to teachers.

- To identify needy students and provide Free Studentship and Fee Waivers; disseminating information about available National and State Scholarships;

- Easy access to study material through College Website.

- Library Orientation Programme for students to promote use of e-resources.

- Obtain feedback from student and teachers on the effectiveness of the curriculum design; introduction of cross mentorship to guide them in curriculum preparedness and future academic pursuits.

- To increase professional development for the entire staff

through Lectures and workshops.

- **To ensure effective and full use of financial, physical, and technological resources to support student-centric activities and utilize technology that best serves the needs of the institution.**

- **To enhance social outreach and community engagement activities.**

- **To Upholding the value system as per the vision and mission of the Founders of the institution.**

- **To focus on ecological sustainability through clean and green campus.**

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://www.gokhalecollegekolkata.edu.in/gmgc-strategicPlan.htm
Upload any additional information	[View File](#)

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 College follows a particular administrative hierarchy with the Governing Body at the top level consisting of the President, secretary, Govt. and University nominees, teaching and non-teachingrepresentatives. It is followed by the post of the Principal as the institutional head. The next level is that of the teaching staff consisting of Associate Professors, Assistant Professors, Librarian and SACTs. The members of the Teachers'Council are invarious committees – both statutory and non-statutory ones. IQAC , Finance Sub-Committee,Academic Sub-Committee, PMU for RUSA, Provident Fund Committee, Building and Infrastructure Committee are the statutory committees. There are several non-statutory committees for blood donation, admission, SC/ST, Student data management etc.

Office Staff consist of Accountant,Cashierand other Group-B, C, D and casual staff who disburse duties pertaining to the daily

administrative functioning of the College. There are IT Cell and Website management committees to look into internet and computer-related works.

The policies and service rules of the institution are guided by the WB Higher Education Department. College Service Commission recommends the names of teachers and Principal which are then approved by the Governing Body and appointment letter issued by the Principal (for teachers) and by the President for Principal.

File Description	Documents
Paste link for additional information	https://www.gokhalecollegekolkata.edu.in/statutory-Committees.htm
Link to Organogram of the Institution webpage	https://www.gokhalecollegekolkata.edu.in/gmgc-organogram.htm
Upload any additional information	View File

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	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Welfare measures for the teaching-staff -

1. Grant of Maternity Leave, Study leave, FDP facility, Duty Leave according to requirement.

2. Child Care Leave to Female employees.

3. PF loan facility available for both teaching staff in substantial posts.

4. West Bengal Health Scheme for substantive teachers

Wefare measures for the Non-teaching staff -

1. Grant of maternity Leave to female staff.

2. Bonus is given to casual non-teaching staff individually from the College Fund during Durga Puja.

3. PF loan facility is available.

Welfare measures for students-

1. Fee waiver scheme

2. Financial assistance to the needy and deserving students form college fund.

3. Financial aid to needy students by faculty

4. promotion of awareness regarding different government scholarship schemes.

5. Promotion of awareness among students regarding the Student Credit Card system sponsored by the state government.

6. Thalassemia screening programme conducted by the NSS Unit-I of GMGC in association with Rotary Club of Calcutta Pointers and Serum Thalassemia Prevention Federation for students.

- Tele Mental Health programme over the toll free helpline nos. for the staff and students.
- Health awareness talk, organized by NSS Unit I of GMGC for staff and students.

File Description	Documents
Paste link for additional information	https://www.gokhalecollegekolkata.edu.in/orders/default.htm
Upload any additional information	View File

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	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

02

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

05

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Feedback is collected from the teachers and non-teaching staff and analysed. The report is then conveyed to the stakeholders for their perusal.

Feedback is provided by the stakeholder on academic, infrastructural and cultural aspects of the institutions. the feedback is then

analyzed by an external expert and theanalysis is thendicussed by the IQAC. Problematic issues are identified and feasible measures discussed. These measures are put to action as and when necessary and as far as it is feasible.

File Description	Documents
Paste link for additional information	https://www.gokhalecollegekolkata.edu.in/stakeholder.htm
Upload any additional information	View File

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

For 2022-23, the college engaged the services of H.P. Mookherjee & Co., Chartered Accountants for conducting the financial audit.

The auditor commented - "We conducted our audit in accordance with auditing standard generally accepted in India. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion".

Further to our above comments, we report that:

(a) We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purpose of our audit.

(b) In our opinion, proper books of account as required by taw have been kept by the College, so far as appears from our examination (c) The Balance Sheet, Income and Expenditure Account and the Receipt & Payment Account dealt with by this report are in agreement with the books of account.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

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)

10.74

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The purpose of this Strategic Plan for Mobilization of External Funds is to further develop and strengthen the Organization's capacity to mobilize resources for its programs and projects aimed at implementing the certain mandates. This strategic document consists of three major approaches to resource mobilization within Teaching and Non-teaching staff of the College. Provision of salaries of teachers insubstantive posts whose salaries are disbursed from funds allotted by the Higher Education Department, Govt of India. TheCollege claims this fund thrice a year in January, April and August. Salaries of casual staff comesfrom admission fees of students. The college adheres strictly to the issued Government orders for disbursement of funds needed for infrastructural and academic development as and when necessary.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

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

- MOUs havebeen implemented with 4 Colleges/Universities.
- MOUs havebeen signed withM/s Redivivus Recyclers Pvt.Ltd.andNabajatak Child Development Center Pvt.Ltd.
- G-suite accounts provided to individual teachers and departments for smooth curriculum delivery and administrative work.
- Library Orientation Programmes conducted for faculty and students to facilitate use of remote access of e-resources.
- State, National and International Seminars/Webinars organized.
- Online feedback obtained from students and teachers on NEP and CBCS curriculum design.
- The process of AAA completed.
- Full utilisation of RUSA 2.0 funds done through pfms.
- Needy students facilitated with Fee waivers and Fee reductions and mobile devices.
- Workshops conducted by the Placement Cell for Career development of students.
- Workshop conducted by competent authority to promote awareness about various Scholarship schemes.
- Two Professional Training Programmes organised for Teaching and Non-Teaching Staff.
- World Environment Day and Foundation Day of World Martial Arts Committee observed by NSS Unit, staff and students.
- "Health for All" Health Camp andSeven-Day Special Camp organised byNSS Unit.
- Special observances held.
- Enrolment in NPTEL courses continued.
- Induction and Implementation of some Value-Added-Courses.
- Electronic version of the college magazine 'Miscellany-2022" aunched on 27-09-2022.
- Departmental E-journal - Dialego published by Political Science Department.
- Blood Donation Camp-2022 organised.

File Description	Documents
Paste link for additional information	https://www.gokhalecollegekolkata.edu.in/IQAC-AQAR/AnnualReports.htm
Upload any additional information	View File

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

- **IQAC has played a crucial role in stabilising the improved quality of teaching, learning and evaluation in both physical classroom teaching and online mode teaching through Zoom , Google Meet or Google classroom. It also plays an important role in organizing seminars, workshops, talks, special lectures both at the national and international level as quality assurance activities.**

- **The learning objectives and outcomes of the events were so defined to give utmost benefits to the students.**

- **The departments have been encouraged to organize activities keeping in mind the need to make our students aware of contemporary issues and widen their knowledge with practical experiences.**

- **Significant increase in utilizing ICT tools for teaching-learning.**

- **Continuation of CBCS Curriculum with appropriate class delivery system to meet teaching deadlines and keeping up the academic record.**

- **Collaboration with formal MOUs with reputed institutions and companies made for institutional developments.**

- **Creation and promotion of environmental awareness among both staff and students.**

- **Strict maintenance of campus health and hygiene.**

- **Continuing to enroll students in the Swayam-NPTEL Online Certification Courses.**

- **Enhancing library infrastructure and services towards automation.**

- **Continuing the extension activities through College NSS Unit, Social Outreach Committee and Social Awareness Club.**

- **Upholding college discipline.**

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

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)	**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://www.gokhalecollegekolkata.edu.in/IQAC-AQAR/annualReports/GMGC-AnnualReport-2022-23.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Gokhale Memorial Girls' College has a strong ethical work culture based on gender equity. The College conducts gender sensitization programmes to bring a definite orientation in the thinking, practices and approach of all concerning gender. The institution has included several studies in gender equity and sensitization in the curricula

of different courses. The CNDV Department specifically focusses on diet palns for men and women of different age groups ,including nutritional needs for pregnant and lactating women. The College promotes gender sensitization through co-curricular activities like workshops,/lectures,seminars and webinars,posters,counselling ,cyber security awareness programmes,self-defence training programmes like karate classes etc. The institution constituted several committees in keeping with University/UGC guidelines to maintain gender equity,like-Anti-Ragging Cell,Prevention of Sexual Harrassment Cell,SC/ST Cell,Students' Welfare Sub-committee etc. The information is disseminated to students through Orientation and Website. The College provides safety facilitiesthrough CC TV surveillance throughout the campus,intercom facilities,female security guards.Counselling facility is by registered Clinical Psychologist.Properly equipped common rooms with indoor and outdoor sports facility and a gymnasium with an instructress take care of their physical fitness and mental happiness. There are separate washroom facilities for men,women and differently-abled.Ladies'Washrooms are provided with sanitary napkin vending machines and incinerators for their hygienic disposal.Female sweepresses are present.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1jubi3LQn8IZWfhGHV40DxAQgL0EhLRp2/view
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	https://www.gokhalecollegekolkata.edu.in/psychological-counselling.htm

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	A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Pollution from waste is aesthetically unpleasant and a health hazard.The College adheres to the following principles of waste management:- *prevent-avoid creating waste *Minimise-reduce amount of waste produced *Reuse--repair,refurbish or relocate them *Recycle-promote waste segregation to increase quantity of waste recycled *Disposal-discard when all options are exhausted Solid Waste Management- *Minimal/optimal use of paper through use of digital format *lessening paper waste through-a) double-sized printing,b)reduced font size,c)printing in 'fast draft'mode to save ink *use of paperclips over staples to minimise tear *reusing envelopes and folders by relabelling *coloured dustbins-a)green for biodegradable waste;b)blue for non-boidegradable waste *emptying if dustbins at regular intervals *AMC with ...... to dispose non-biodegradable waste periodically *College declared Single-use plastic free campus Liquid Waste Management- / *LabPack Disposal process implemented-identifying,categorizing and segregating each chemical by type(solvent ,acid, or base),repackaging and depositing them into a drum. *academic strategies to reduce amount of waste *AMC with Vital Waste Bio-medical waste management *masks and disposable headcaps designated in specifically marked closed bins * hygienic disposal of sanitary napkins throygh incinerators E-waste management *e-waste from College collected and given to Vital Waste for effective recycling through AMC. //// Waste Recycling system *MOU with Vital Waste Hazardous Chemicals and radio-active waste management

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File]()
Geo tagged photographs of the facilities	https://drive.google.com/drive/folders/1HCsaAvSHEH67xSdnUw35MVRejTpnEEWl
Any other relevant information	[View File]()

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance	B. Any 3 of the above

of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:	**A. Any 4 or All of the above**
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**	

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	[View File](#)

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	**C. Any 2 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	[View File](#)
Any other relevant information	[View File](#)

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	**B. Any 3 of the above**

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

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).

Inspired by the vision of its founding-fathers,Gokhale Memorial Girls' College is devoted to the cause of women empowerment through development and application of knowledge by means of a wide range of mainstream and vocational courses for students,in response to the continually changing social realities.This enriches students' understanding of the intricate dynamics of the plural Indian society, complex and ever-changing global social order and to widen their perspectives,opportunities,skills and to explain societal problems.Various policies and activities of the College are geared towards the promotion and inculcation of the concept of 'Vasudhaiva Kutumbakam'(the whole world is my family),a manifestation of universal love,tolerance andharmony. Cultural inclusion-

- **various festivals are celebrated through cultural programmes by students representing the myriad cultural diversities**
- **College has a Cultural Club to promote cultural inclusivity**

Regional inclusions-

- **admission reflecting intake of students from different parts of the state and outside**
- **celebration of Janjati Divas on**
- **Linguistic inclusions- *Digital copies of magazines of English department**
- **Celebration of 21 February,Hindi Divas**
- **Spoken English Diploma Course**
- **Foreign language Course in German in collaboration with Ramakrishna Mission Institute of Culture *College has a Literary Club to promote linguistic inclusitivity**

Socio-economic inclusions-

- **Implementation of all government scholarship schemes and policies**
- **Students Welfare Schemes funded by College**
- **Memorial Students Assistance Fund *Social Awareness Club of the College promotes social incusivity**
- **Secular inclusions-**
- **admission reflects intake of students from different religious faith**
- **interfaith prayer service on the death anniversary of Dr.S.E.Rani Ghosh on November 18**

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	[View File](#)

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

Gokhale Memorial Girls' College tries to infuse into its students and employees the life-sustaining ideals of enlightened citizenship enshrined in our constitution so as to groom them into responsible Indian and Global citizens.Apart from the various courses in the Curriculum that includes lessons in values,rights, duties and responsibilities of citizenship ,the College sensitizes its students and staff on these through number of ways:- *Hoisting of National Flag on Independence Day *Unfurling of National Flag on Republic Day *Observance of National Youth Day on January 12 *Community welfare

camps organised by NSS of the College *Distribution of food and clothes among underprivileged by students and staff organised before festivals *Blood donation camp held on *Social welfare service organised to observe Birth Anniversary of its founder Sm Sarala Ray on November 26 *Social responsibility measures undertaken by College Alumni Association *Display of photographs and sayings of illustrious Indian leaders and philosophers in vantage locations of the College *Celebration of World Environment Day on June 5 pledging to clean and green campus *Electoral sensitization through lecture by Prof Biswanath Chakravorty held on March 21 organised by Electoral Literacy Cell

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	[View File](#)

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	**A. All 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	[View File](#)
Any other relevant information	[View File](#)

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

Commemorative days are mental bookmarks that allow ys to remember persons or events that have gone before as well as giving us the opportunity to imagine ways to consider the past and shape the society for a better future 1.Fixed or semi-fixed physical Memorials and/or murals *Photographs of great men framed on Collegewalls *Sayings and quotes of great men put up on College walls 2.Memorial Service-Persons-

*January 23,Netaji Birthday

*February 12,Swami Vivekananda Birthday *May 9,Gopal Krishna Birthday *August 14,Rishi Aurobindo Birthday *November18,Death anniversary of Dr.S.E.Rani Ghosh *Birthday of Sm.Sarala Ray * Memorial service for departed staff-Former Teacher-in-charge Dr.Nirmala Kochhar Events- *Republic Day,January 26 *Bhasha Diwas,February 21 *Women's Day,March 8 *Rabindra Jayanti,May 9 * World Environment Day,June 5 *Independence Day,August 15 *Teacher's Day,September 5 *Hindi Diwas,September14 *Constitution Day,November 26 *Human Rights Day, December10 *College Foundation Day,December 18 Marches and Parades- * Students and teachers took out processions to mark Music,Song or Memorial Book *College has adopted 'Sara Jibon Dilo Aalo' as College anthem , a tribute to its founder-principal Dr S.E Rani Ghosh. Endowment /Commemorative foundations, medals and awards *Satyendra Prasanna Mukherjee Annual Memorial Lecture * Memorial awards in different subjects *Sibani Chatterjee Memorial Students Assistance Award.

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

7.2 - Best Practices

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

1. Cross-mentoring

Objectives-

boost mentee's skill, empathy, mutual trust.

Context-

- Address hesitancy to communicate openly
- Identify areas of common concern

Evidence of success-

- Decline in learning anxiety
- Improved examination performance

- Greater participation in group activities

Problems encountered-

- Hesitancy to open up
- time-constraint

2. Clean and Green Campus

Objectives-

- To build a culture of cleanliness through planning and efficient waste- management

Context-

It aims to apprise everyone the necessity of commitment to ecological sustainability through academic programmes and physical operations.

The Practice-

- Planting trees and organising processions to raise environment consciousness

- Declaring College as 'single-use plastic- free zone'
- Regular Campus cleaning
- Minimum paper wastage
- restricted vehicular entry to minimise pollution

Evidence of success-

The plastic- free campus ,green lawn with flowering shrubs, pollution-controlling trees, hygienic washrooms, segregated wastebins bear testimony to our claim.

Problems encountered-

- **Lack of funds**
- **Lack of space**
- **Initial ignorance**

Resources required-

- **More funds**
- **More space**
- **Additional manpower**

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

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

GMGC aims at empowerment of women through education and all policies and activities are directed towards this end. Policies-

- **inclusive admission policy to draw students from diverse socio-economic backgrounds**
- **well-crafted Code of Conduct conducive to holistic development**
- **Curricula to keep with contemporary needs**
- **Co-curricular activities- emphasis on performing arts, physical fitness**
- **focus on good citizenship training**
- **prioritising on leadership and relationship building skills**
- **thrust on career building**
- **These are successfully realised through following activities:-**
- **Admission of students from all strata of society and dereservation of seats to optimize admission**
- **Strict adherence to Code of Conduct**
- **Curricula of different courses are taught to maintain relevance and changing needs *Well-stocked Central and departmental libraries and Inflibnet**
- **Cultural programmes, intra- and inter-competitions,quizzes,debates,elocutions held regularly**
- **Annual Sports,games and gymnasium**
- **highly active NSS**
- **Students Clubs**

- **Strong Alumni Association fostering bonds between former and present students**
- **Parent-teachers meet to close gaps in student training**
- **Students'Welfare Committee,Anti-Ragging Committee,Prevention of Sexual Harrassment Committees to promote student well-being**
- **Vocational courses**
- **Certificate Courses in HR,Communicative English and German**
- **Career-counselling fairs**
- **Psychological counselling**
- **Cross-mentoring**
- **Financial assistance to needy students**
- **Computer centre**
- **Commendable University results**
- **High progression rates to higher education**
- **Active Placement Cell**

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	[View File]()

7.3.2 - Plan of action for the next academic year

1. To ensure full utilisation of RUSA 2.0 funds amounting to Rs. 2 crores through a) completion of construction of new building with elevation upgradation with RUSA 2.0 funds as soon as next instalment is sanctioned. b)Remaining procurement of computers and library items. 3. Modernization of library with donated funds 4. Construction of reservior and canteen with MPLAD funds 5. NSOU affiliation for distance post-graduation program 6. Introduction of new skill-based certificate courses. 7. Search for income generation opportunities 8. Drawing up collaboration MOUs with new institutions, both state and national for 9. Strenthening the existing student facilities 10. Continuing with NPTEL 11. Extending participation in NCC and NSS 12. Maintaining academic standards with CIE processes and student participation 13. To look for more career placements for students 14. More development of infrastructure. 15. More community engagement and extension activities 16. To convert classroom into conference room. 17. To continuing with all Audit systems. 22. More student welfare programs.

23.To obtain ISO certification for Environment Management System