YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	**GHATAL RABINDRA SATABARSIKI MAHAVIDYALAYA**
• Name of the Head of the institution	**PROFESSOR DR MANTU KUMAR DAS**
• Designation	**PRINCIPAL**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**03225255024**
• Mobile No:	**9434414296**
• Registered e-mail	**principalgrsm1@gmail.com**
• Alternate e-mail	**principal@grsm.ac.in**
• Address	**Ghatal, Paschim Medinipur**
• City/Town	**Ghatal**
• State/UT	**West Bengal**
• Pin Code	**721212**
2.Institutional status	
• Affiliated / Constitution Colleges	**Affiliated**
• Type of Institution	**Co-education**
• Location	**Rural**

• Financial Status	**Grants-in aid**
• Name of the Affiliating University	**VIDYASAGAR UNIVERSITY**
• Name of the IQAC Coordinator	**DR ASHOK KUMAR BANDYOPADHYAYA**
• Phone No.	**03225255024**
• Alternate phone No.	**9434524159**
• Mobile	**9434524159**
• IQAC e-mail address	**iqac@grsm.ac.in**
• Alternate e-mail address	**aqar@grsm.ac.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.grsm.ac.in/Sites/New_Web/Page?details=AQAR
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.grsm.ac.in/Sites/New_Web/Page?details=AcademicCalendar

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**80.80**	**2006**	**02/02/2006**	**01/02/2011**
Cycle 2	**B**	**2.45**	**2016**	**16/12/2016**	**15/12/2021**

6.Date of Establishment of IQAC	**28/12/2007**

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

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

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	4	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	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. Promoting women empowerment through Gender Sensitization. 2. Upgradation of laboratories with the procurement of more equipment/instruments/ Computers 3. Introduction of fifteen Add on / Certificate Course and strengthen the mentor-mentee concept to serve the students related issues. 4. Conduction of various Seminar/Webinar/Workshop and Strengthen the Feedback system of all stakeholders 5. Setup of Rain water harvesting unit/ Vermicompost unit; Cultivation of Medicinal plants and Conduction of Green Audit

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
Promoting women empowerment through Gender Sensitization	Promoting women empowerment through seminar, Certificate Course on Self Defence, observance of Nutrition week, cultivating awareness of health, hygiene.
Upgradation of laboratories with equipment /instruments	Purchased of Laboratory equipment/instrument from College fund to grow proper utilization of such instruments.
Upgradation of Computer Laboratory with the procurement of more Computers	Upgradation of Computer Laboratory with the procurement of more Computers, already done.
Strengthen the Mentor Mentee system	Strengthen the Mentor Mentee system to make a fruitful communication between teachers and students so that they would unfold their problems on different sectors and to get necessary solvation, already done.
Introduction of fifteen Add on/Certificate Courses	To unfurl the potentiality of the learners for their future provisions.
Purchase of more Books for the Central Library	Purchased numerous Books for the Central Library to promote the students for their CBCS curriculum..
Conduction of Green, Energy and Environment Audit of College Campus	It has been done successfully.
Setup of Rain water harvesting unit and Vermicompost unit	To utilize the natural resource for the benevolence of mankind, already done.

13.Whether the AQAR was placed before statutory body?	Yes
• Name of the statutory body	

Name	Date of meeting(s)
Governing Body	12/04/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020	28/02/2022

15.Multidisciplinary / interdisciplinary

The college has the privilege to offer various multidisciplinary and interdisciplinary subjects to the students to boost up their liberty in making the choice for their curriculum since the inception of the CBCS pattern with the semester system in the year 2017 by the affiliating university. In the above mentioned year this new pattern was introduced for the science faculty and in the following year (2018) it was made mandatory for the Arts and Commerce faculty students.

16.Academic bank of credits (ABC):

Now-a-days ABC has become an indispensible aspects for the college students and it is being maintained by proper documentation and preserving authentic records. That is why the information on credits earned by individual students can be received from the college office through hard copy. Students have shown their prime interest to open an account on Google to preserve their academic credits, certificates and other such essentials. At the same time , they are being inspired to visit the website of the National Academic Depository (NAD) which is thought to be a 24x7 online storehouse where the students can avail their academic records such as certificates, diplomas, degrees and marksheets etc.

17.Skill development:

The college has been trying relentlessly to find out multiple skills inherent in the students, teachers and non- teaching staff and thus after identifying them, the college has taken some fruitful steps instantly to identify and enrich them in respective fields. The college has been facing good care of those skills, present among students and stakeholders and providing them extra duties and responsibilities to prove this excellence in the respective segment.

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

The college has no separate arrangement of conducting specific online course on "Integration of Indian Knowledge System" (teaching in Indian Language and Culture). But it has been observed that in subjectwise syllubus of Sanskrit some portions of Indian knowledge system have been reflected and thus they are being taught to the students of that respective department. Along with Sanskrit, Bengali,English also have their curriculum where the learners are getting interested to know the ancient history, culture and practices of its inhabitants who at one time inhabited on this land. In English PG course, there is a specific course (105) in first semester where the students have to undertake a field visit to a tribal locality or Dalit prone area and there they interrogate the tribals to know their literal practice and ancient living.The Faculties such as Botany, Zoology,Physiology and Geography also conduct educational excursion at regular interval so that the students physically visit different parts of India to come across the various people living over there and their distinct cultural practices and existence of creatures or species.The department of History(UG&PG) of our college has conducted a tour to a place of historical importance and after going over there,the students have found some rare archeological materials,preserved there and from them they have come to know about an ancient phase of Indian History.

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

The college has tried its level best to focus on "Outcome-based Education (OBE)" among the students by assigning mentorship to experience teachers. The mentors along with the Head of the departments lookafter classes in the college premises, inform oppertunities in the respective subjects and finally evaluate the progress.The mentors with the assistance of the Head of the departments incorporate: (1) a theory of education, (2)a systematic structure for education, (3) a specific approach to instructional practice. The OBE focus on: (1) live skill, (2) basic skill, (3) professional and vocational skill, (4) intellectual skill (5)interpersonal and personal skills. In this system,students are encouraged through providing grades and ranking compared to each other. In an overall analysis,through this system, the students feel their accountability and responsibility for their own learning.

20.Distance education/online education:

As if has been observed the essence of open Distance Learning (ODL) over a few years so our college is not an exception as if has been offering different subjects in BDP programs and the PG programs under NSOU. The learners support centre has been running

successfully through the exception of assistance of the enrolled, thus it becomes a great opportunity for opportunity for those who have been somehow distracted from the main stream of education to realise thus unfulfilled desires, through joining such courses under NSOU. This learning procedure is proving the learners to build up a healthy bonding among them though they have come from different stratus of the society.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**801**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**5031**

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	**1580**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**1332**

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1	**91**
Number of full time teachers during the year	

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

3.2	**96**
Number of Sanctioned posts during the year	

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

4.Institution	
4.1	**47**
Total number of Classrooms and Seminar halls	
4.2	**19.50**
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	**120**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution follows a carefully thought out and documented method to guarantee the delivery of the programme. For the purposes of supporting the teaching-learning process, or for the efficient delivery of the curriculum as set forth by the affiliating institution, the college has one principal and ninety-four government-approved permanent teachers. At the start of each academic session, the Teachers' Council organises meetings with all of the college's faculties and the Academic Subcommittee's HODs/In-Charges to develop detailed curriculum delivery plans. In these sessions, the college calendar for each academic year is created in

accordance with the Vidyasagar University academic calendar. Each department sets its own teaching timetable. The Academic Committee chair and Teachers' Council secretary monitor the process under the Principal's supervision. IQAC monitors. In class, children' comprehension is often assessed, and parents' opinion is considered. This prepares customised lectures and remedial/tutorial classes. Every faculty member teaches using both chalk and talk and modern methods. Every department has LCD projectors for PowerPoint. All departments have smart classrooms that teachers can use to efficiently teach students. WiFi covers the campus. Student seminars and group discussions are scheduled.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://drive.google.com/file/d/10xCQNyVyeNA OLl5WpVzYOcCvgTABpZZd/view?usp=drive_link

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

We follow the Vidyasagar University calendar because our college is an affiliate. Additionally, the College creates an academic calendar at the start of each academic year that follows the calendar of the University and lists all the extracurricular and curricular events that will be carried out by the College at both the staff and student levels. The academic calendar is created, approved by the College Teachers' Council and Academic Committee, and then posted on the notice board and college website so that the students can view it online. A copy of the calendar is also given to each departmental head and person in charge so they can use it to plan their own activities. The Academic Calendar lists the dates for –

Registration and Admission.

Commencement of classes

Periods of Internal Assessment- in the form of written examination/ home assignments/ viva-voce/ seminars/ group discussions.

End Semester Examination

Co-Curricular and Extracurricular Activities, such as Sports, Cultural Events, and Observance of Different Days.

Holidays

Each department creates a teaching plan for each unit or paper in order to ease teaching and learning while maintaining the academic calendar.

To ensure efficient CIE:

The Academic Calendar lists the dates of Internal Assessments, and the examination committee distributes full schedules well in advance.

The College schedules internal assessments, each worth 10 marks, in accordance with the requirements of the institution, and assigns 05 marks for attendance. The delivery of the programme places a strong emphasis on the ongoing evaluation process.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://drive.google.com/file/d/1CjOUDs92l_85qnFaZ5ulQchjkDwakRmr/view?usp=drive_link

1.1.3 - Teachers of the Institution participate in **A. All of the above**
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

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

45

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)

15

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

2613

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

2603

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

Ghatal Rabindra Satabarsiki Mahavidyalaya, affiliated to Vidyasagar University integrates crosscutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics to understand current issues both nationally and globally. College follows a curriculum wherein several undergraduate and postgraduate programmes incorporate their course topics, which cover gender issues, Environment ethics, and Human values. University curricula include the following areas related to Gender Issues. The college makes continuous efforts to impart social, moral, and cultural values through Extracurricular Activities. International Women's Day is celebrated with enthusiasm to make each girl-student proud and happy of being a woman. The students also attend programmes on gender sensitivity. The College conducts regular awareness programmes toward environmental conservation.

- Departments can plan webinars and seminars in advance. ICT use is scheduled.
- Faculty and student guardians must meet at least once per semester. • The college's NCC and NSS units are asked to organise blood donation drives, village adoption programmes, literacy initiatives, and other community-building activities.
- Cultural activities planned by departments. Debate, quizzing, music, recitation, creative writing, group discussions, drawing, poster exhibiting, and sports events are planned.
- To avoid student dropouts, especially among rural women students, Kanyashree and other scholarships must be planned ahead.
- In addition to curriculum-related activities, students have learned about anti-ragging campaigns, environmental awareness (by making the campus a "plastic free zone"), attitude towards female classmates, anti-dowry, underprivileged and minority students, etc.

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

09

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	View File
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

1722

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

A. All of the above

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.grsm.ac.in/Sites/New_Web/Page?details=Feedback

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

3016

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

776

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

The institution places great importance on assessing the learning levels of its students and offers specialized programs for advanced learners and slow learners. For advanced learners, the institution provides extra classes, enrichment activities. These students may also benefit from advanced placement courses, specialized clubs or competitions, and mentorship programs. On the other hand, slow learners receive additional support and personalized attention through remedial teaching and individualized instruction. The institution focuses on smaller class sizes, differentiated teaching strategies, and extra tutoring sessions to help these students catch up with their peers. The institution encourages peer learning, where advanced learners mentor their struggling peers, fostering a sense of community and collaboration. Regular evaluation and feedback from students, parents, and teachers ensure the effectiveness of these programs. By recognizing and addressing the unique needs of each student, the institution creates an inclusive learning environment where all students can thrive and achieve their academic potential.

File Description	Documents
Link for additional Information	https://drive.google.com/drive/u/0/folders/1fCd_wVLpXFsVz-XcdSk4KUEb84FlKfda
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
5031	91

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 education, the shift from teacher-centered to student-centric methodologies has gained recognition. Experiential learning, participative learning, and problem-solving methodologies are powerful tools in this regard.

Experiential learning immerses students in practical situations, enabling the application of theoretical concepts in real-life contexts. Through internships, field trips, and hands-on projects, students engage directly with the subject matter, fostering understanding and knowledge retention. Connecting theory to practice develops critical thinking, problem-solving abilities, and a sense of ownership over learning.

Participative learning encourages active student participation and collaboration. It creates a student-centered environment valuing diverse perspectives and co-constructing knowledge. Through group work, debates, and interactive activities, students develop communication skills, teamwork, and a deeper understanding. It fosters ownership, autonomy, and responsibility.

Problem-solving methodologies present real-world challenges, promoting critical thinking and innovation. Students analyze, research, and think creatively to find solutions. This cultivates analytical skills, decision-making abilities, and resilience. Problem-solving prepares students to face complexities in their personal and professional lives.

These student-centric methods yield benefits. They enhance student engagement, leading to better understanding and retention. Essential skills like critical thinking, problem-solving, communication, and collaboration are fostered, and essential for the 21st century. Autonomy and responsibility for learning outcomes are encouraged.

To effectively implement student-centric methods, educators create supportive environments with active participation, reflection, and collaboration. Technology facilitates student-centric learning, offering virtual simulations, online discussions, and access to resources.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://drive.google.com/drive/u/0/folders/1fCd_wVLpXFsVz-XcdSk4KUEb84FlKfda

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

In the modern era, ICT has transformed various aspects of our lives, including education. Teachers have recognized the immense potential of ICT-enabled tools for facilitating an effective teaching-learning process. These tools have revolutionized by making education more engaging, interactive, and accessible.

One of the key benefits of ICT-enabled tools is their ability to enhance the delivery of educational content. Teachers can use multimedia resources such as videos, animations, and interactive presentations to explain complex concepts in a visually appealing manner. It helps students grasp and retain information more effectively.

Furthermore, ICT-enabled tools promote active student participation and collaboration. Online discussion forums, virtual classrooms, and collaborative platforms allow students to engage in meaningful interactions, share ideas, and work together on projects.

ICT also enables personalized learning experiences. Adaptive learning platforms and intelligent tutoring systems can assess students' individual strengths and weaknesses, providing customized content and feedback. Through this personalized approach, students can learn at their own speed and achieve their full potential.

Additionally, ICT-enabled tools facilitate access to a vast range of educational resources beyond the confines of the classroom. Online libraries, digital textbooks, and educational websites offer a wealth of information. This encourages independent and lifelong learning.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://drive.google.com/drive/u/2/folders/1grw4BnOneWg87cUQTfnKHhGxGdwsfCIs

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

91

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

91

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

21

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

1034

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 mechanism of internal assessment is designed to be transparent and robust, ensuring fair evaluation of students' performance. It encompasses two essential aspects: frequency and mode.

Firstly, the frequency of internal assessments is carefully structured to provide an accurate representation of a student's progress throughout an academic term. Instead of relying solely on a single examination, multiple assessments are conducted at regular intervals. This ensures that students' learning is continuously monitored and allows for a comprehensive evaluation of their knowledge and skills. Distributing assessments over time reduces the impact of a single high-stakes examination.

Secondly, the mode of internal assessment refers to the diverse range of evaluation methods employed. These methods go beyond traditional written examinations, encouraging students to demonstrate their understanding through projects, presentations,

practical assignments, group work, or even online assessments. It helps them to showcase their abilities in different areas.

Furthermore, transparency is achieved through clear guidelines and assessment criteria are provided to students in advance, ensuring they understand the expectations and standards. Additionally, the grading process is conducted with fairness and objectivity, employing standardized rubrics. Feedback is also an integral part of the mechanism, enabling students to understand their strengths and areas for improvement.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://drive.google.com/drive/u/0/folders/1fCd_wVLpXFsVz-XcdSk4KUEb84F1Kfda

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

The examination committee is the supreme authority on all issues pertaining to the administration of exams. To effectively manage the internal exam process, we have a distinct internal assessment committee. These include the internal evaluation system for papers on skill enhancement courses, ability enhancement required courses, and internal assessments in all disciplines for all papers. Each programme allows for 15 marks per paper, of which 5 are awarded for attendance and 10 are given for assignments and class tests. Our college's CIE support team created and implemented a system for controlling the test procedure. The following tasks, including creating study materials, student assignments, and MCQ, were implemented via the college website. Several papers were presented during seminars by departments. The college website's department portals for each department each have a portal with the schedule for class tests and assignments that is posted there as well. For updating all of the exam reminders to each student, we used various departmental notice boards and WhatsApp groups. By appointment letter, the examinations committee designated the appropriate instructor as the question-setter, paper-examiner, and evaluation-er. The Principal oversees the efficient execution of the timetable through the college's academic standards committee.

File Description	Documents
Any additional information	View File
Link for additional information	https://drive.google.com/drive/u/0/folders/1 fCd_wVLpXFsVz-XcdSk4KUEb84F1Kfda

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.

Awareness of stated programme and course outcomes is crucial in educational institutions. It creates a shared understanding between teachers and students, fostering a more effective teaching and learning environment. When teachers are aware of these outcomes, they can align their strategies, assessments, and materials to facilitate the desired outcomes. This enables the creation of purposeful learning experiences. Students benefit greatly from being aware of outcomes as well. It empowers them to engage actively in their education, set clear goals, and seek necessary support. Awareness of outcomes also helps students make connections across courses and develop a sense of direction in their academic journey. Moreover, awareness promotes transparency and accountability within institutions. A shared understanding allows for constructive feedback and evaluation, facilitating continuous improvement. Effective communication channels, like orientation sessions and regular discussions, ensure awareness of outcomes. Clear documentation of outcomes aids easy reference and understanding. By emphasizing awareness, institutions create an environment conducive to achieving learning objectives and enhancing educational experiences.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://drive.google.com/drive/u/0/folders/1 fCd_wVLpXFsVz-XcdSk4KUEb84F1Kfda
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.

Institutions of higher education prioritize evaluating programme and

course outcomes to ensure the quality and effectiveness of their educational offerings. These evaluations help gauge the success of programs and courses in preparing students for their chosen fields and meeting learning objectives.

Programme outcome evaluation involves assessing the overall achievement of intended learning outcomes. Institutions employ diverse methods, including surveys, examinations, portfolios, projects, and internships, to gather data on students' attainment of learning outcomes. This data helps determine the extent to which desired outcomes are achieved and identifies areas for improvement to enhance program effectiveness.

Similarly, course outcome evaluation focuses on assessing specific learning outcomes for individual courses. Assessment methods such as exams, assignments, presentations, projects, and lab work provide insights into the course's effectiveness, instructional methods, and alignment with program objectives.

Through comprehensive evaluations of programme and course outcomes, institutions identify strengths and areas requiring improvement. Findings inform curriculum design, instructional strategies, and assessment methods to better align with desired outcomes. Additionally, the evaluation process demonstrates the quality and accountability of educational programs to stakeholders, including students, faculty, accrediting bodies, and employers.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://drive.google.com/drive/u/0/folders/1fCd_wVLpXFsVz-XcdSk4KUEb84FlKfda

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

1332

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	https://drive.google.com/drive/u/0/folders/1fCd_wVLpXFsVz-XcdSk4KUEb84FlKfda

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://drive.google.com/drive/folders/1-oW0Px9STaKdnphGKrFE6UVQCRn3qw6v

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)

`00`

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

`00`

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	NA

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

`14`

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

`10`

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

15

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

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

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

Awareness campaign:

The students of the college work together to spread awareness of AIDs, dengue, thalassemia, and cancer among the inhabitants of local community.

Blood donation camp:

The purpose of organizing a blood donation camp is to inspire individuals to donate blood and engage in charitable activities.

Disaster Management:

Our college is situated in flood prone area. During a crisis like a flood, the NCC and NSS unit offer assistance to the flood stricken people..

Road safety awareness programme:

Through the "Safe Drive Save Life" campaign, the college's NCC and NSS departments and the Ghatal Police Station raise an awareness of road safety in collaborative manner.

Tree plantation:

The Students take part in tree Plantation in adopted villages and

college premises.

Quit tobacco/no drugs programme:

The Students participate in Quit tobacco programme.

Cleanliness Activity:

The Students take part in cleanliness programme in college campus and adopted villages.

Free Education at adopted villages:

The students take part in free education programme for the distressed boys and girls in their adopted villages.Our college has adopted villages namelySripur, katan, Manoharpur (by NSS Units) and Ajabnagar, Dwandbipur, Gopmahal, Manoharpur, Laoda (under UBA). We take care about health hygiene and Education of young Children (5-16 years age group).

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/u/2/folders/1 V1PwwAH8cowGCwHLFJNMMB68erEEWa6x
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

01

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

`12`

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

`735`

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

`04`

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

12

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.

Ghatal Rabindra Satabarsiki Mahavidyalaya provides adequate infrastructure and physical facilities for smooth running of the teaching learning process. To provide effective teaching learning environment, various facilities viz classrooms, laboratories, computer labs have been developed over the years. The total campus area of the college is 10.5 acres

Classrooms: There are 46 classrooms apart from the departmental rooms, seminar room, libraries and Science laboratories and computer laboratories for practical classes. Each classroom can accommodate approximately about 175 students. The big classrooms are well ventilated, with lots of sunlight, ideal for a crowded classroom. 10

Classrooms have audio facilities. The institute has 10 smart classrooms.

Laboratories: There are 12 laboratory rooms for Subjects: Geography, Physics, Chemistry, Botany, Physiology, Zoology, Mathematics & Nutrition. The laboratories are upgraded with advanced equipment and have been given enough space to carry out practical classes effectively. Tutorial spaces: Classrooms are used for tutorials and remedial classes after regular classes for weaker students. Seminar hall- A seminar hall with audio-visual facilities is available for regular use. Many of the classrooms with projectors and other audio-visual facilities are also available.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/19-SqKwssLpGyQG_2k0wifGw_IoUJq-Wv/view?usp=drive_link

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

Ghatal Rabindra Satabarsiki Mahavidyalaya is famous for its sports activities. Students take part in Inter-college, district, State and National Level competitions for different events. The College has a large stadium, named Sri Aurobinda Stadium with Club-house, Gallery & well protected with boundary wall. The Boy's Common Room is equipped with Indoor Games like Table Tennis and Carrom. The Girl's Common Room is equipped with Indoor Games like Table Tennis and Carrom. There is a Volley Ball and a Badminton Court in the college. The NSS Unit, NCC Unit & Eco-club (Environment Awareness Cell) have individual rooms with well-furnished guest rooms to keep their papers and equipment to carry out their extension activities. A gymnasium is available with modern equipment for all students and teachers. Health and hygiene: There is a separate area for the Health Unit with all first aid equipment for all students and staff.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1lt0PEY98Vc7nk4Q_XYIy0RgG7zpeuRgW/view?usp=drive_link

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

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1_BiHftJ74bTuVqzEeo5QEK5--IZOwZfB/view?usp=drive_link
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)

1.667

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 library is automated using Library Management Software (LMS)

Name of LMS Software: SOUL

Nature of automation: Partially Automated

Version: 2.0

Year of Automation: 2016

Library Collection

1. **Books: 34106**
2. **E-books: 200000+**
3. **E-journals: 6000+**
4. **Newspaper: 04**
5. **Magazines: 06**

Digital Library and e-resources:

We have subscribed to 6000+ e- journals and 200000+ e-books through NLIST.

Web OPAC:

Our Central Library is equipped with WEB OPAC which can be accessed remotely.

Reading Room:

The college libraryhas spacious reading room with adequate furniture.

Each department has separate departmental library. All departmental students can borrow books from the departmental library.

PG Library:

The college has a separate library for the post graduate students. There are six post-graduate departments in the college.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://drive.google.com/file/d/1SUv06nRAQel I2jHwZSRH8JZ9ZoBS95Sy/view?usp=drive_link

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

File Description	Documents
Upload any additional information	[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)

`0.896`

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

`20`

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

The Institution has adequate IT facilities which are maintained and updated regularly. The college has sufficient laptops, desktops, printers, smartboards, projectors, etc. The college deploys and upgrades its IT infrastructure and associated facilities every year to fulfill the students' needs. The college has installed LAN with a High Configuration Server. The LAN facility provides a fast flow of data across computers, Internet connection in all the departments, Library as well as in reading room to browse and download study materials, research papers etc. The institute has 4 xerox machines with network print facility.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://drive.google.com/file/d/18AeudZF17in 9rpYHl9v_0z0uSZTLkMvr/view?usp=drive_link](https://drive.google.com/file/d/18AeudZF17in9rpYHl9v_0z0uSZTLkMvr/view?usp=drive_link)

4.3.2 - Number of Computers

120

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)

17.833

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.

1. The College and its campus are cleaned regularly.

2. Electrician and Plumber are hired time to time to check and maintain.

3. Furniture and Equipments are purchased based on the requirements.

4. Computers, Networking, and software are continuously upgraded for the benefits of all stakeholders. A MOU has been signed with Techno World to facilitate the E-waste management.

5. Every Laboratory has its own attendant to monitor the proper functioning of the instruments.

6. The library is well maintained by its members.

7. The Gymnasium is maintained by the teaching and non-teaching staff of the Department of Physical Education whereas the playgrounds are maintained by the college authority.

8. The college canteen serves hygienic foods as per requirement of the students and staff. It is properly cleaned regularly.

9.The gardens of our college is maintained by gardeners and also our students. NSS and NCC volunteers maintain two gardens of our college. The medicinal garden is maintained by the students and staff of the Botany department.

10. Rooftop Solar Power Plant : A 10 kW Solar Grid Interactive Power Plant is maintained by Bikram Solar, a govt. approved agency.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1k8TNSAh7TrC4CE4Jq3UmAuPw7xeZXED3/view?usp=drive_link

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

4493

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

303

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

A. All of the above

File Description	Documents
Link to institutional website	https://grsm.ac.in/Sites/Site2/Default
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

120

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

120

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

A. All of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

02

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

42

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

08

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.

00

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 university/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)

Our institution understands the importance of fostering an environment where students can actively participate and take ownership of their educational journey. With this in mind, we have established a robust framework that encourages your involvement in administrative decision-making processes. We value your input and ensure that your voices are heard through student councils, forums, and representation in various committees.

Additionally, we offer a wide range of co-curricular and extracurricular activities that cater to diverse interests and talents. Whether you are interested in sports, arts, cultural events, or community service, there is something for everyone. Our dedicated faculty and staff provide guidance and support to help you explore and excel in these areas. Participating in these activities not only enhances your skills but also fosters teamwork, leadership, and a sense of belonging within the campus community.

We encourage you to seize these opportunities and actively engage in the numerous activities available. Take advantage of the platforms provided to express your creativity, develop new skills, and build lasting friendships. Your active involvement will not only enrich your educational experience but also contribute to the vibrant and inclusive atmosphere of our institution.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/u/2/folders/1 5uiryNTkum-2XvDhO_E5f5c_KBIRuBRv
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

172

File Description	Documents
Report of the event	View File
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

We are thrilled to share with you the significant contributions of our Alumni Association to the development of our esteemed institution. Our alumni are the embodiment of our institution's values and excellence, and their continued engagement and support have played a pivotal role in shaping our institution's growth.

The Alumni Association serves as a vital link between our past and present students. It creates a platform for networking, mentorship, and collaboration, fostering a strong sense of community and camaraderie among our graduates. Through various initiatives, the association provides opportunities for alumni to stay connected with each other, as well as with faculty and current students.

One of the key contributions of our Alumni Association is its commitment to enhancing the academic experience of current students. Alumni often return as guest lecturers, sharing their expertise and real-world insights, which enriches classroom learning. They also actively participate in career development programs, offering guidance, internships, and job placement opportunities. By bridging the gap between academia and industry, our alumni contribute to the holistic development and employability of our students.

Moreover, the Alumni Association takes pride in its philanthropic endeavors.

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)　　　**E. <1Lakhs**

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

For the benefit of its students, the college stays committed to its stated goals and objectives. The college's vision and mission are reflected in its structure of governance.

The college has the following vision and mission—

Vision:

1. **To develop into a full-fledged college providing a comprehensive education to students from remote, rural locations where there is now just one Higher Education facility within a 35-kilometre radius.**
2. **To accomplish even more in the field of higher education and establish ourselves as one of the preeminent rural colleges.**

Mission:

1. **To assist those students who are deserving and who show promise as future students in all fields of study.**
2. **To provide all students, regardless of their socioeconomic background, gender, or religious affiliation with access to a high-quality education from the classical to the professional levels.**
3. **To uplift the students who are economically disadvantaged and intellectually poor.**

4. To instil in students a sense of morality, taste, ethics, and social responsibility.

5. To instil awe in mankind and strengthen commitment, devotion, quality awareness, and excellence for the greater good of society are essential goals of education.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1DkIxhhwtKqjdj5x4YLhdOlxYOIExH8qR/view?usp=share_link
Upload any additional information	View File

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

The Mahavidyalaya is committed to and actively supports decentralisation in all facets of its educational and administrative operations, reflecting its support for and practise of participatory management. To ensure that everything at the Institute runs well, it has a number of academic and administrative committees.

The Principal is the academic and administrative head of the institution. The Mahavidyalaya's extension operations, including but not limited to planning and policy creation, institutional budgeting, and academic and research expansion, are the responsibility of the Governing Body, Principal, and Staff. The College Development Committee is responsible for implementing the college's long-term strategy for enhancing its academic offerings, expanding its administrative capacities, and modernising its physical facilities in order to accommodate new course offerings.

The institution's academic and administrative leadership is provided by a variety of committees with clearly defined roles. The Academic Sub-Committee is charged with improving all aspects of the Mahavidyalaya for the benefit of the students who study there.

Anti-Ragging and Grievances Redressal Cell ensure that the Mahavidyalaya maintains a culture that is both pleasant and orderly for its students. It is made up of administrators and teachers, as well as a few student representatives. The day-to-day academic operations of the Mahavidyalaya are handled by several academic committees such as the library Sub-Committee, the Routine Sub-

Committee, the Academic Sub-Committee, etc.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1tJSfDqFs446vF1a06z03pmeT0_W1IO4F/view?usp=drive_link
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college makes good use of both perspective and strategy. The college consistently employs a bottom-up methodology, guided by a top-down strategic direction to carry out its growth goals. The needs of society are met by the prospective strategic plan, which prioritises educational excellence. The Mahavidyalaya's Internal Quality Assurance Cell (IQAC) formulates long-term plans to advance the institution's stated aims of fostering a culture of innovation and research among faculty and students, fostering students' complete personal and intellectual growth, and enhancing their educational experience. The IQAC project that became the strategic planning process. The strategic plan was produced by the IQAC with participation from the principal, registrar, department heads, section in charges, and senior faculty.

The Mahavidyalaya's NCC Cell and NSS Units both played roles in the institution's extension efforts. Teaching and support personnel participated in trainings designed to improve their abilities and expertise. More students from low-income backgrounds were accepted with the help of merit scholarships and low tuition. In order to improve the quality of the educational experience offered at the college, MOUs were signed with similar institutions. In an effort to raise the bar for education at the Mahavidyalaya, college administration supports faculty efforts to publish academic papers and in national and international journals that have been recognised by the University Grants Commission (UGC).

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://drive.google.com/file/d/1wRmcJ5TR1nLaMuP3_eAL2ZptpzC2tdMN/view?usp=drive_link
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.

College administration consists of a governing body, a principal, department heads, teachers, and support personnel. The academic goals and objectives of the Mahavidyalaya are reviewed together with the institution's strategic plan. The incorporation of external members into different Committees provides a mechanism for institutional capacity and educational efficacy to be sustained throughout time. The Mahavidyalaya has many committees made up of various members of the community. Organisational hierarchy is respected throughout the decision-making process.

The institution's academic and administrative leadership is provided by a number of committees with clearly defined roles. The academic audit and assessment, as well as the planning and execution processes, are all handled by a committee made up of both administrative and faculty members. The independent flexibility of departments and the collaborative decision-making process represent an optimal amount of decentralisation.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1Y1JBzMaC4ssxDShuag0fRqBrez3H9M8x/view?usp=drive_link
Link to Organogram of the Institution webpage	https://drive.google.com/file/d/1Y1JBzMaC4ssxDShuag0fRqBrez3H9M8x/view?usp=drive_link
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

A. All of the above

Examination

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

The Mahavidyalaya has effective welfare measures for its teaching and non-teaching staff. The various welfare schemes are as follows:

For Teachers— Group insurance, Employees Credit Cooperative Society, Provident Fund, Maternity leave, Paternity Leave and Child Care Leave.(uniform leave rule)

For Non-teaching Staff –

Group insurance, Festival advance payment for the declared bonus by the State Govt. Of West Bengal, Employees Credit Cooperative Society, Provident Fund, Maternity leave, Paternity Leave and Child Care Leave (uniform leave rule).

Facility for the use of a gym for teachers and non-teaching staff.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/15PUbwFfCsr2h3_kY_hWbC58aAjclh9iE/view?usp=share_link
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

07

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

03

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

15

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

The Mahavidyalaya ensures that both its teaching and non-teaching personnel adhere to the UGC rules and the guidelines of the West Bengal Higher Education Department and the GOs of the State Government, as well as any revisions that may be made to those documents from time to time. After an employee has been with the institution for one year, a performance review is conducted each year to evaluate their overall effectiveness.

The salient features of the performance appraisal system are as follows—

Teaching Staff—

- **The Annual Self Assessment for the Performance Based Appraisal System (PBAS) is used to evaluate each faculty member's performance.**
- **The PBAS proforma for the UGC Career Advancement Scheme (CAS), which is based on the API score, is used to determine promotions within the organisation.**
- **The institution engages in a diverse array of activities beyond academic pursuits, necessitating the assignment of supplementary duties and responsibilities to faculty members. The Institute assigns due significance to these contributions in its comprehensive evaluation.**
- **The PBAS proforma, which is completed by the faculty member, undergoes a process of scrutiny and authentication by the IQAC.**
- **The promotion of faculty members is conditioned upon their API score and their appearance before the screening-cum-selection committee.**

When it's time to promote a faculty member, their API score is taken into account, and they have to go before the screening-cum-selection group.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1KNltvHekYml2FvX3Yof1FWwRwyOZEzPU/view?usp=drive_link
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

Every year, the Mahavidyalaya has a way to do internal and external inspects of the financial activities to make sure they are legal. Internal auditing is done by the internal auditing team. The institution has a financial group. The group checks the details of the income and spending very carefully. The Auditor that the Government of West Bengal (H.E.D.) hires does an external audit once a year. Before the start of every financial year, the college makes a budget that includes both recurring and one-time costs. Recurring costs include salary, electricity, internet, maintenance, stationery, other consumables, etc. One-time costs include buying lab equipment, furniture, and other development costs. The accounts staff will keep track of the costs based on the budget set by the management. The prices of things that have lost value since they were bought are also figured out. By looking at the bills and coupons, all of the costs that were paid for under the different heads are carefully checked. In the years before, the Mahavidyalaya did not have any big problems with its audits. All of these show that financial matters are handled with care and that financial discipline is followed so that money or property from the business doesn't get stolen at any level.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/11x5qcFQPUZNlWYugupoz9bYYRwvQRjJv/view?usp=drive_link
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)

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 Mahavidyalaya allocates its funds, primarily received from the State Government of West Bengal and UGC, towards various expenditures of the institution. The funds allocated by the State government are utilised for the remuneration of both teaching and non-teaching staff employed by the university. All funds received from the State government and UGC are in accordance with the budget allocation. The finance sub-committee prepares the budget for the Mahavidyalaya, taking into consideration its developmental criteria. The allocation of UGC grants is subject to the approval of various committees, including the building sub-committee, purchase sub-committee, finance sub-committee, and other relevant statutory committees of the Mahavidyalaya. In addition to students' tuition fees, the college utilises its resources through self-financing courses offered by the institution. The distribution of all expenses that are contingent in nature is contingent upon approval from the Finance Sub-committee of the Mahavidyalaya, from which the funds are allocated. The allocation of sufficient funds towards effective teaching and learning practises ensures the optimal utilisation of resources. The budget is employed to cover routine operational and administrative costs as well as the upkeep of fixed assets. Every year, sufficient funds are allocated for the improvement of library facilities. Sufficient financial resources are allocated towards the enhancement and upkeep of the infrastructure of the Mahavidyalaya. Certain funds are designated for extension services as a component of social responsibility via the National Service Scheme (NSS) and the National Cadet Corps (NCC).

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

The primary objective of Mahavidyalaya is to cultivate a pool of high-quality human capital by maintaining a steadfast emphasis on providing superior education. The IQAC undertakes comprehensive activities that encompass all facets of the Mahavidyalaya. The IQAC has been consistently carrying out its responsibilities to enhance the quality of teaching, learning, and research activities. It also provides recommendations for efficient resource utilisation and improved services to students and staff, as well as suggestions for the enhancement of the academic environment. Feedback and suggestions regarding teaching and administrative performance are provided by both students and staff. The Internal Quality Assurance Cell (IQAC) convenes on a quarterly basis, with meetings held at least once every three months. The IQAC is responsible for the preparation and evaluation of various reports, including the Annual Quality Assurance Report (AQAR), Performance Based Appraisal System (PBAS) for Career Advancement Scheme (CAS), Stakeholder's feedback, and Action Taken Reports.

File Description	Documents
Paste link for additional information	[https://drive.google.com/file/d/1pZv5rHDAIMV ZuRpnyYsZMcIohxbIVUdS/view?usp=drive_link](https://drive.google.com/file/d/1pZv5rHDAIMVZuRpnyYsZMcIohxbIVUdS/view?usp=drive_link)
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

The quality of the Mahavidyalaya's education is continually reviewed by the IQAC, and appropriate action is taken to enhance it.

In order to determine where there may be bottlenecks in the administration of different programmes, the IQAC regularly evaluates academic progress indicators including the number of courses held, the percentage of course material covered, the results of internal exams, and the consistency of teachers' schedules with the yearly plan. Improvements in college administration and the measures implemented or planned for such improvements are also examined by IQAC. In addition, at the conclusion of each semester, the IQAC gathers student feedback data on the effectiveness of teaching and learning. Measures to be done to make essential improvements are communicated to the relevant divisions once the collected data has been examined.

File Description	Documents
Paste link for additional information	https://docs.google.com/forms/d/18moEGqZNHO1MbzZeajxJlPSqrw2GppOGNediQbjhzZI/viewanalytics
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)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://drive.google.com/file/d/1dvJFu7XTFW7ptz923xwjaHhKVCc8EA4I/view?usp=drive_link
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

Our college is always highly concerned and constantly places a high priority on ensuring the safety and security of its students and takes the necessary steps to raise awareness about gender parity. Some of the actions include:

1. The College observes International Women's Day each year.
2. Nutrition week is observed
3. Training programmeon mushroom cultivation for Entrepreneurship oppurtunities.
4. Lectures, and workshops on women's and human rights.
5. Self-defense classes were set up for students in order to boost their self-confidence.
6. For the student's safety, surveillance cameras are deployed throughout the campus in various places.
7. Security guards are appointed at different entry/exit points to protect the campus and deter trespassers from the outside.
8. Boys and girls students each have their own cycle and motorbike stands.
9. Female helpline numbers are displayed in the campus and also on website.
10. The college has an anti-ragging cell and a cell for prevention of sexual harassment.
11. There is a separate Common Room for female students with indoor games and equipped with a bathroom, first aid kit and bed mattress for sick persons.
12. There is a counselling cell that helps students to overcome their concerns regarding their academic, social and personal lives.
13. There is a separate washroom for differently abled female students and staff.
14. There are separate time slots for the use of gymnesium for male &female students and staff

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1SJ3qxlgdJWUuZXuxrLTnEAGwYtO5t37j/view?usp=drive_link
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://drive.google.com/file/d/12uRfM4wE6RFgkHVQJYeqDRtOXpKB-GwY/view?usp=drive_link

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

C. Any 2 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

1. **Solid Waste Management: Vermicompost units installed in the college which helps in recycling and reuse of degradable solid waste generated on the campus. Non-degradable waste is handed to Ghatal Municipality.**
2. **Reduce Single-Use Plastics: Encourage use of reusable bottles, cups, and containers to minimize single-use plastic waste. Students used waste cloths to prepare bags as an alternative to polythene bags. Cloth bag distributed to local market. Refill stations to promote reusable water bottles.**
3. **E-waste Management: E-waste contains hazardous materials that require proper handling and recycling. We have a MOU with techno world for recycling E-waste properly.**
4. **Awareness and Education: On World Environment Day Celebrations June 2022 our college organized green activities awareness camp among students and staff.**

5. **Green Initiatives:** Solar system, vermicomposting, medicinal garden, recycled cloth etc was taken as an initiative. On June 2022, green activities were held on campus as an initiative taken up under Swachhta Activities.
6. **Collaboration with Local Authorities:** We work closely with local municipalities to ensure compliance with waste disposal regulations.
7. **Water management:** Installed a rainwater harvesting system to collect rainwater and basin water. The water from the rainwater harvester is then pumped to the college garden."

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/file/d/16GODIX5Dqam59HFWqYdE44FM0081AEOc/view?usp=drive_link
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 of water bodies and distribution system in the campus

D. Any 1 of the above

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	[View File](#)
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

D. Any 1 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	View File
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).

Our college's commendable initiative is providing quality education to 1st-generation learners, especially girls from nearby backward communities. To facilitate mainstream education, the college offers various amenities such as a well-equipped auditorium, affordable canteen, NCC and NSS units, sports facilities, and a gymnasium.

Regular workshops boost the learners' confidence and help them overcome limitations. Cultural competitions, like debates and dance, inspire students to explore their talents. NCC and NSS units engage in social services, reaching out to downtrodden communities to provide assistance.

Noteworthy practices include a computer literacy program, mentor groups, scholarship awareness, and a psychological counseling cell. Career counseling programs guide students towards promising job prospects.

The college's social service achievements involve adopting backward villages, installing a 10kW on-grid solar plant, organizing blood donation camps, empowering communities through mushroom cultivation, and practicing rainwater harvesting for resource preservation.

Overall, these efforts shape responsible citizens and enhance the well-being of learners and society. We applaud the college, its authorities, faculty, and stakeholders for making a significant impact on countless lives. Let us continue empowering learners and building a positive influence on the community we serve.

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

Ghatal Rabindra Satabarsiki Mahavidyalaya always celebratesvarious eventsand programs for molding the students and staff to becomeresponsible citizens by sensitizing them to the constitutionalobligations: values, rights, duties and responsibilities of thecitizens. Various activities of 2021-2022includes-

Events Date Celebration of World Environment Day 5th June Celebration of International Yoga Day 21st June

Celebration of Arayna Saptaha 14th July to 21th July

Celebration of College Foundation Day 14th August Celebration of Independence Day 15th August Celebration of Teachers' Day 5th September Celebration of NSS Day 24th September

Celebration of Vidyasagar Birthday 26th September Celebration of NCC Day 27th November

Celebration of Safedrive save life 28th December

Celebration of Students week 1st January to 08th January

Celebration of National Youth Day 12th January Celebration of 125th Birth Anniversary of Netaji Subhas ChandraBose 23rd January Celebration of Republic Day 26th of January Swaraswati Puja 05th February

Celebration of save water day 22th March Celebration of International Mother Tongue Day 21st February National Science Day Observed 28th February Celebration of International Women's Day 8th of March

Celebration of World health day 07th April

Celebration of world Earth Day 22th April

Celebration Thalssemia Day 08th May Celebration of Rabindra Jayanti 9th May

Celebration of World Bicycle Day 03rd June

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

Ghatal RS Mahavidyalayacelebrates / organizes national and international commemorative days, events and festivals. Some of the events are given below:-

Events Date Celebration of World Environment Day 5th June

Celebration of International Yoga Day 21st June

Celebration of Arayna Saptaha 14th July to 21th July

Celebration of College Foundation Day 14th August Celebration of Independence Day 15th August Celebration of Teachers' Day 5th September Celebration of NSS Day 24th September

Celebration of Vidyasagar Birthday 26th September Celebration of NCC Day 27th November

Celebration of Safedrive save life 28th December

Celebration of Students week 1st January to 08th January

Celebration of National Youth Day 12th January Celebration of 125th Birth Anniversary of Netaji Subhas ChandraBose 23rd January Celebration of Republic Day 26th of January Swaraswati Puja 05th February

Celebration of save water day 22th March Celebration of International Mother Tongue Day 21st February National Science Day Observed 28th February Celebration of International Women's Day 8th of March

Celebration of World health day 07th April

Celebration of world Earth Day 22th April

Celebration Thalssemia Day 08th May Celebration of Rabindra Jayanti 9th May

Celebration of World Bicycle Day 03rd June

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	View File
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.

Institution Best Practice-1

Title of the Practice-Enhancement of Sustainability Environment

Objectives of the Best Practice:

Environmental sustainability is critical in view of rising environmental deterioration, and it may be achieved by the adoption of eco-friendly activities. The objectives of nurturing environment sustainability are:

- **To promote an eco-friendly environment and to discover new methods to utilize natural resources in a sustainable manner.**
- **To maintain a waste-free, pollution-free, healthy, and eco-friendly green campus, as well as to prevent general carbon depletion and ecological diseases.**
- **To reduce significantly pollution levels and promotes better lifestyles for all of us.**

Institution Best Practice-2

Title of the Practice- Outreach initiatives for promoting community development

Objectives of the Best Practice:

- **To promote the growth of the neighbouring community holistically.**
- **In order to establish an attachment between the institution and the community.**
- **To work together with society to complete tasks.**
- **To engage in creative and constructive social action.**
- **To enhance knowledge of students and the community.**

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

One of the primary objectives of this college is to provide an enriching academic environment for the female students, especially considering its proximity to the holy birthplace of Pandit Ishwar Chandra Vidyasagar. The college aims to empower its female students to become successful individuals in the future.

To achieve this, the college focuses on inculcating high human values among its female students and equipping them to face life's challenges with confidence. The institute's main purpose is to offer quality education and academic excellence while fostering the overall personality development of its learners through a holistic approach, thereby uplifting the status of families living in rural poverty.

The college is dedicated to providing relentless support to economically disadvantaged students who struggle to afford the expenses of their admission under the CBCS curriculum. By doing so, the institute ensures that deserving and meritorious learners are not deprived of educational opportunities.

Moreover, the college actively encourages girls to participate in various programs that educate them about gender equality, social issues, and how to combat prevalent social malices. The students are motivated to serve the greater community through initiatives under the NCC and NSS wings.

To address any grievances that female students may have, the college has established a grievance redressal cell. This ensures that prompt solutions are provided to the students, fostering a supportive and caring environment on the campus.

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 follows a carefully thought out and documented method to guarantee the delivery of the programme. For the purposes of supporting the teaching-learning process, or for the efficient delivery of the curriculum as set forth by the affiliating institution, the college has one principal and ninety-four government-approved permanent teachers. At the start of each academic session, the Teachers' Council organises meetings with all of the college's faculties and the Academic Subcommittee's HODs/In-Charges to develop detailed curriculum delivery plans. In these sessions, the college calendar for each academic year is created in accordance with the Vidyasagar University academic calendar. Each department sets its own teaching timetable. The Academic Committee chair and Teachers' Council secretary monitor the process under the Principal's supervision. IQAC monitors. In class, children' comprehension is often assessed, and parents' opinion is considered. This prepares customised lectures and remedial/tutorial classes. Every faculty member teaches using both chalk and talk and modern methods. Every department has LCD projectors for PowerPoint. All departments have smart classrooms that teachers can use to efficiently teach students. WiFi covers the campus. Student seminars and group discussions are scheduled.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://drive.google.com/file/d/10xCQNyVyeNAOLl5WpVzYOcCvgTABpZZd/view?usp=drive_link

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

We follow the Vidyasagar University calendar because our college is an affiliate. Additionally, the College creates an academic calendar at the start of each academic year that follows the calendar of the University and lists all the extracurricular and

curricular events that will be carried out by the College at both the staff and student levels. The academic calendar is created, approved by the College Teachers' Council and Academic Committee, and then posted on the notice board and college website so that the students can view it online. A copy of the calendar is also given to each departmental head and person in charge so they can use it to plan their own activities. The Academic Calendar lists the dates for –

Registration and Admission.

Commencement of classes

Periods of Internal Assessment- in the form of written examination/ home assignments/ viva-voce/ seminars/ group discussions.

End Semester Examination

Co-Curricular and Extracurricular Activities, such as Sports, Cultural Events, and Observance of Different Days.

Holidays

Each department creates a teaching plan for each unit or paper in order to ease teaching and learning while maintaining the academic calendar.

To ensure efficient CIE:

The Academic Calendar lists the dates of Internal Assessments, and the examination committee distributes full schedules well in advance.

The College schedules internal assessments, each worth 10 marks, in accordance with the requirements of the institution, and assigns 05 marks for attendance. The delivery of the programme places a strong emphasis on the ongoing evaluation process.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://drive.google.com/file/d/1CjOUDs92l_85qnFaZ5ulQchjkDwakRmr/view?usp=drive_link

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

45

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)

15

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

2613

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

2603

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

Ghatal Rabindra Satabarsiki Mahavidyalaya, affiliated to Vidyasagar University integrates crosscutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics to understand current issues both nationally and globally. College follows a curriculum wherein several undergraduate and postgraduate programmes incorporate their course topics, which cover gender issues, Environment ethics, and Human values. University curricula include the following areas related to Gender Issues. The college makes continuous efforts to impart social, moral, and cultural values through Extracurricular

Activities. International Women's Day is celebrated with enthusiasm to make each girl-student proud and happy of being a woman. The students also attend programmes on gender sensitivity. The College conducts regular awareness programmes toward environmental conservation.

- Departments can plan webinars and seminars in advance. ICT use is scheduled.
- Faculty and student guardians must meet at least once per semester. • The college's NCC and NSS units are asked to organise blood donation drives, village adoption programmes, literacy initiatives, and other community-building activities.
- Cultural activities planned by departments. Debate, quizzing, music, recitation, creative writing, group discussions, drawing, poster exhibiting, and sports events are planned.
- To avoid student dropouts, especially among rural women students, Kanyashree and other scholarships must be planned ahead.
- In addition to curriculum-related activities, students have learned about anti-ragging campaigns, environmental awareness (by making the campus a "plastic free zone"), attitude towards female classmates, anti-dowry, underprivileged and minority students, etc.

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

09

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	View File
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

1722

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	A. All of the above

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.grsm.ac.in/Sites/New_Web/Page?details=Feedback

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

3016

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

776

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

The institution places great importance on assessing the learning levels of its students and offers specialized programs for advanced learners and slow learners. For advanced learners, the institution provides extra classes, enrichment activities. These students may also benefit from advanced placement courses, specialized clubs or competitions, and mentorship programs. On the other hand, slow learners receive additional support and personalized attention through remedial teaching and individualized instruction. The institution focuses on smaller class sizes, differentiated teaching strategies, and extra tutoring sessions to help these students catch up with their peers. The institution encourages peer learning, where advanced learners mentor their struggling peers, fostering a sense of community and collaboration. Regular evaluation and feedback from students, parents, and teachers ensure the effectiveness of these programs. By recognizing and addressing the unique needs of each student, the institution creates an inclusive learning environment where all students can thrive and achieve their academic potential.

File Description	Documents
Link for additional Information	https://drive.google.com/drive/u/0/folders/1fCd_wVLpXFsVz-XcdSk4KUEb84F1Kfda
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
5031	91

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 education, the shift from teacher-centered to student-centric methodologies has gained recognition. Experiential learning, participative learning, and problem-solving methodologies are powerful tools in this regard.

Experiential learning immerses students in practical situations, enabling the application of theoretical concepts in real-life contexts. Through internships, field trips, and hands-on projects, students engage directly with the subject matter, fostering understanding and knowledge retention. Connecting theory to practice develops critical thinking, problem-solving abilities, and a sense of ownership over learning.

Participative learning encourages active student participation and collaboration. It creates a student-centered environment valuing diverse perspectives and co-constructing knowledge. Through group work, debates, and interactive activities, students develop communication skills, teamwork, and a deeper understanding. It fosters ownership, autonomy, and responsibility.

Problem-solving methodologies present real-world challenges, promoting critical thinking and innovation. Students analyze, research, and think creatively to find solutions. This cultivates analytical skills, decision-making abilities, and resilience. Problem-solving prepares students to face complexities in their personal and professional lives.

These student-centric methods yield benefits. They enhance student engagement, leading to better understanding and retention. Essential skills like critical thinking, problem-solving, communication, and collaboration are fostered, and essential for the 21st century. Autonomy and responsibility for learning outcomes are encouraged.

To effectively implement student-centric methods, educators

create supportive environments with active participation, reflection, and collaboration. Technology facilitates student-centric learning, offering virtual simulations, online discussions, and access to resources.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://drive.google.com/drive/u/0/folders/1fCd_wVLpXFsVz-XcdSk4KUEb84F1Kfda

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

In the modern era, ICT has transformed various aspects of our lives, including education. Teachers have recognized the immense potential of ICT-enabled tools for facilitating an effective teaching-learning process. These tools have revolutionized by making education more engaging, interactive, and accessible.

One of the key benefits of ICT-enabled tools is their ability to enhance the delivery of educational content. Teachers can use multimedia resources such as videos, animations, and interactive presentations to explain complex concepts in a visually appealing manner. It helps students grasp and retain information more effectively.

Furthermore, ICT-enabled tools promote active student participation and collaboration. Online discussion forums, virtual classrooms, and collaborative platforms allow students to engage in meaningful interactions, share ideas, and work together on projects.

ICT also enables personalized learning experiences. Adaptive learning platforms and intelligent tutoring systems can assess students' individual strengths and weaknesses, providing customized content and feedback. Through this personalized approach, students can learn at their own speed and achieve their full potential.

Additionally, ICT-enabled tools facilitate access to a vast range of educational resources beyond the confines of the classroom.

Online libraries, digital textbooks, and educational websites offer a wealth of information. This encourages independent and lifelong learning.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://drive.google.com/drive/u/2/folders/1grw4BnOneWg87cUQTfnKHhGxGdwsfCIs

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

91

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

91

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

21

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

1034

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 mechanism of internal assessment is designed to be transparent and robust, ensuring fair evaluation of students' performance. It encompasses two essential aspects: frequency and mode.

Firstly, the frequency of internal assessments is carefully structured to provide an accurate representation of a student's progress throughout an academic term. Instead of relying solely on a single examination, multiple assessments are conducted at regular intervals. This ensures that students' learning is continuously monitored and allows for a comprehensive evaluation of their knowledge and skills. Distributing assessments over time reduces the impact of a single high-stakes examination.

Secondly, the mode of internal assessment refers to the diverse range of evaluation methods employed. These methods go beyond traditional written examinations, encouraging students to demonstrate their understanding through projects, presentations, practical assignments, group work, or even online assessments. It helps them to showcase their abilities in different areas.

Furthermore, transparency is achieved through clear guidelines and assessment criteria are provided to students in advance, ensuring they understand the expectations and standards. Additionally, the grading process is conducted with fairness and objectivity, employing standardized rubrics. Feedback is also an integral part of the mechanism, enabling students to understand their strengths and areas for improvement.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://drive.google.com/drive/u/0/folders/1fCd_wVLpXFsVz-XcdSk4KUEb84F1Kfda

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

The examination committee is the supreme authority on all issues pertaining to the administration of exams. To effectively manage the internal exam process, we have a distinct internal assessment committee. These include the internal evaluation system for papers on skill enhancement courses, ability enhancement required courses, and internal assessments in all disciplines for all papers. Each programme allows for 15 marks per paper, of which 5 are awarded for attendance and 10 are given for assignments and class tests. Our college's CIE support team created and implemented a system for controlling the test procedure. The following tasks, including creating study materials, student assignments, and MCQ, were implemented via the college website. Several papers were presented during seminars by departments. The college website's department portals for each department each have a portal with the schedule for class tests and assignments that is posted there as well. For updating all of the exam reminders to each student, we used various departmental notice boards and WhatsApp groups. By appointment letter, the examinations committee designated the appropriate instructor as the question-setter, paper-examiner, and evaluation-er. The Principal oversees the efficient execution of the timetable

through the college's academic standards committee.

File Description	Documents
Any additional information	View File
Link for additional information	https://drive.google.com/drive/u/0/folders/1fCd_wVLpXFsVz-XcdSk4KUEb84F1Kfda

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.

Awareness of stated programme and course outcomes is crucial in educational institutions. It creates a shared understanding between teachers and students, fostering a more effective teaching and learning environment. When teachers are aware of these outcomes, they can align their strategies, assessments, and materials to facilitate the desired outcomes. This enables the creation of purposeful learning experiences. Students benefit greatly from being aware of outcomes as well. It empowers them to engage actively in their education, set clear goals, and seek necessary support. Awareness of outcomes also helps students make connections across courses and develop a sense of direction in their academic journey. Moreover, awareness promotes transparency and accountability within institutions. A shared understanding allows for constructive feedback and evaluation, facilitating continuous improvement. Effective communication channels, like orientation sessions and regular discussions, ensure awareness of outcomes. Clear documentation of outcomes aids easy reference and understanding. By emphasizing awareness, institutions create an environment conducive to achieving learning objectives and enhancing educational experiences.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://drive.google.com/drive/u/0/folders/1fCd_wVLpXFsVz-XcdSk4KUEb84F1Kfda
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.

Institutions of higher education prioritize evaluating programme and course outcomes to ensure the quality and effectiveness of their educational offerings. These evaluations help gauge the success of programs and courses in preparing students for their chosen fields and meeting learning objectives.

Programme outcome evaluation involves assessing the overall achievement of intended learning outcomes. Institutions employ diverse methods, including surveys, examinations, portfolios, projects, and internships, to gather data on students' attainment of learning outcomes. This data helps determine the extent to which desired outcomes are achieved and identifies areas for improvement to enhance program effectiveness.

Similarly, course outcome evaluation focuses on assessing specific learning outcomes for individual courses. Assessment methods such as exams, assignments, presentations, projects, and lab work provide insights into the course's effectiveness, instructional methods, and alignment with program objectives.

Through comprehensive evaluations of programme and course outcomes, institutions identify strengths and areas requiring improvement. Findings inform curriculum design, instructional strategies, and assessment methods to better align with desired outcomes. Additionally, the evaluation process demonstrates the quality and accountability of educational programs to stakeholders, including students, faculty, accrediting bodies, and employers.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://drive.google.com/drive/u/0/folders/1fCd_wVLpXFsVz-XcdSk4KUEb84F1Kfda

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

1332

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	https://drive.google.com/drive/u/0/folders/1fCd_wVLpXFsVz-XcdSk4KUEb84F1Kfda

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://drive.google.com/drive/folders/1-oW0Px9STaKdnphGKrFE6UVQCRn3qw6v

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)

`00`

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

00

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	NA

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

14

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

10

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

15

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

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

Awareness campaign:

The students of the college work together to spread awareness of AIDs, dengue, thalassemia, and cancer among the inhabitants of local community.

Blood donation camp:

The purpose of organizing a blood donation camp is to inspire individuals to donate blood and engage in charitable activities.

Disaster Management:

Our college is situated in flood prone area. During a crisis like a flood, the NCC and NSS unit offer assistance to the flood stricken people..

Road safety awareness programme:

Through the "Safe Drive Save Life" campaign, the college's NCC and NSS departments and the Ghatal Police Station raise an awareness of road safety in collaborative manner.

Tree plantation:

The Students take part in tree Plantation in adopted villages and college premises.

Quit tobacco/no drugs programme:

The Students participate in Quit tobacco programme.

Cleanliness Activity:

The Students take part in cleanliness programme in college campus and adopted villages.

Free Education at adopted villages:

The students take part in free education programme for the distressed boys and girls in their adopted villages.Our college has adopted villages namelySripur, katan, Manoharpur (by NSS Units) and Ajabnagar, Dwandbipur, Gopmahal, Manoharpur, Laoda (under UBA). We take care about health hygiene and Education of young Children (5-16 years age group).

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/u/2/folders/1VlPwwAH8cowGCwHLFJNMMB68erEEWa6x
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

01

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

`12`

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

`735`

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

`04`

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

12

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.

Ghatal Rabindra Satabarsiki Mahavidyalaya provides adequate infrastructure and physical facilities for smooth running of the teaching learning process. To provide effective teaching learning environment, various facilities viz classrooms, laboratories, computer labs have been developed over the years. The total campus area of the college is 10.5 acres

Classrooms: There are 46 classrooms apart from the departmental rooms, seminar room, libraries and Science laboratories and computer laboratories for practical classes. Each classroom can accommodate approximately about 175 students. The big classrooms are well ventilated, with lots of sunlight, ideal for a crowded

classroom. 10 Classrooms have audio facilities. The institute has 10 smart classrooms.

Laboratories: There are 12 laboratory rooms for Subjects: Geography, Physics, Chemistry, Botany, Physiology, Zoology, Mathematics & Nutrition. The laboratories are upgraded with advanced equipment and have been given enough space to carry out practical classes effectively. Tutorial spaces: Classrooms are used for tutorials and remedial classes after regular classes for weaker students. Seminar hall- A seminar hall with audio-visual facilities is available for regular use. Many of the classrooms with projectors and other audio-visual facilities are also available.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://drive.google.com/file/d/19-SqKwssL pGyQG_2k0wifGw_IoUJg-Wv/view?usp=drive_link](#)

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

Ghatal Rabindra Satabarsiki Mahavidyalaya is famous for its sports activities. Students take part in Inter-college, district, State and National Level competitions for different events. The College has a large stadium, named Sri Aurobinda Stadium with Club-house, Gallery & well protected with boundary wall. The Boy's Common Room is equipped with Indoor Games like Table Tennis and Carrom. The Girl's Common Room is equipped with Indoor Games like Table Tennis and Carrom. There is a Volley Ball and a Badminton Court in the college. The NSS Unit, NCC Unit & Eco-club (Environment Awareness Cell) have individual rooms with well-furnished guest rooms to keep their papers and equipment to carry out their extension activities. A gymnasium is available with modern equipment for all students and teachers. Health and hygiene: There is a separate area for the Health Unit with all first aid equipment for all students and staff.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1lt0PEY98Vc7nk4Q_XYIy0RgG7zpeuRgW/view?usp=drive_link

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

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1_BiHftJ74bTuVqzEeo5QEK5--IZOwZfB/view?usp=drive_link
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)

1.667

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 library is automated using Library Management Software (LMS)

Name of LMS Software: SOUL

Nature of automation: Partially Automated

Version: 2.0

Year of Automation: 2016

Library Collection

1. **Books: 34106**
2. **E-books: 200000+**
3. **E-journals: 6000+**
4. **Newspaper: 04**
5. **Magazines: 06**

Digital Library and e-resources:

We have subscribed to 6000+ e- journals and 200000+ e-books through NLIST.

Web OPAC:

Our Central Library is equipped with WEB OPAC which can be accessed remotely.

Reading Room:

The college libraryhas spacious reading room with adequate

furniture.

Each department has separate departmental library. All departmental students can borrow books from the departmental library.

PG Library:

The college has a separate library for the post graduate students. There are six post-graduate departments in the college.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://drive.google.com/file/d/1SUv06nRAQelI2jHwZSRH8JZ9ZoBS95Sy/view?usp=drive_link

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

File Description	Documents
Upload any additional information	[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)

0.896

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

20

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

The Institution has adequate IT facilities which are maintained and updated regularly. The college has sufficient laptops, desktops, printers, smartboards, projectors, etc. The college deploys and upgrades its IT infrastructure and associated facilities every year to fulfill the students' needs. The college has installed LAN with a High Configuration Server. The LAN facility provides a fast flow of data across computers, Internet connection in all the departments, Library as well as in reading room to browse and download study materials, research papers etc. The institute has 4 xerox machines with network print facility.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/18AeudZF17in9rpYHl9v_0z0uSZTLkMvr/view?usp=drive_link

4.3.2 - Number of Computers

120

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)

17.833

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.

1. The College and its campus are cleaned regularly.

2. Electrician and Plumber are hired time to time to check and maintain.

3. Furniture and Equipments are purchased based on the requirements.

4. Computers, Networking, and software are continuously upgraded for the benefits of all stakeholders. A MOU has been signed with Techno World to facilitate the E-waste management.

5. Every Laboratory has its own attendant to monitor the proper functioning of the instruments.

6. The library is well maintained by its members.

7. The Gymnasium is maintained by the teaching and non-teaching staff of the Department of Physical Education whereas the playgrounds are maintained by the college authority.

8. The college canteen serves hygienic foods as per requirement of the students and staff. It is properly cleaned regularly.

9.The gardens of our college is maintained by gardeners and also our students. NSS and NCC volunteers maintain two gardens of our college. The medicinal garden is maintained by the students and staff of the Botany department.

10. Rooftop Solar Power Plant : A 10 kW Solar Grid Interactive Power Plant is maintained by Bikram Solar, a govt. approved agency.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/1k8TNSAh7TrC4CE4Jq3UmAuPw7xeZXED3/view?usp=drive_link

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

4493

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

303

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	A. All of the above

File Description	Documents
Link to institutional website	https://grsm.ac.in/Sites/Site2/Default
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

120

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

120

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	View File

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

02

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

42

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

`08`

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.

`00`

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 university/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)

`Our institution understands the importance of fostering an environment where students can actively participate and take ownership of their educational journey. With this in mind, we have established a robust framework that encourages your involvement in administrative decision-making processes. We value your input and ensure that your voices are heard through student councils, forums, and representation in various committees.`

`Additionally, we offer a wide range of co-curricular and extracurricular activities that cater to diverse interests and`

talents. Whether you are interested in sports, arts, cultural events, or community service, there is something for everyone. Our dedicated faculty and staff provide guidance and support to help you explore and excel in these areas. Participating in these activities not only enhances your skills but also fosters teamwork, leadership, and a sense of belonging within the campus community.

We encourage you to seize these opportunities and actively engage in the numerous activities available. Take advantage of the platforms provided to express your creativity, develop new skills, and build lasting friendships. Your active involvement will not only enrich your educational experience but also contribute to the vibrant and inclusive atmosphere of our institution.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/u/2/folders/15uiryNTkum-2XvDhO_E5f5c_KBIRuBRv
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

172

File Description	Documents
Report of the event	View File
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

We are thrilled to share with you the significant contributions of our Alumni Association to the development of our esteemed institution. Our alumni are the embodiment of our institution's values and excellence, and their continued engagement and support have played a pivotal role in shaping our institution's growth.

The Alumni Association serves as a vital link between our past and present students. It creates a platform for networking, mentorship, and collaboration, fostering a strong sense of community and camaraderie among our graduates. Through various initiatives, the association provides opportunities for alumni to stay connected with each other, as well as with faculty and current students.

One of the key contributions of our Alumni Association is its commitment to enhancing the academic experience of current students. Alumni often return as guest lecturers, sharing their expertise and real-world insights, which enriches classroom learning. They also actively participate in career development programs, offering guidance, internships, and job placement opportunities. By bridging the gap between academia and industry, our alumni contribute to the holistic development and employability of our students.

Moreover, the Alumni Association takes pride in its philanthropic endeavors.

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)	E. <1Lakhs

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

For the benefit of its students, the college stays committed to its stated goals and objectives. The college's vision and mission are reflected in its structure of governance.

The college has the following vision and mission—

Vision:

1. To develop into a full-fledged college providing a comprehensive education to students from remote, rural locations where there is now just one Higher Education facility within a 35-kilometre radius.
2. To accomplish even more in the field of higher education and establish ourselves as one of the preeminent rural colleges.

Mission:

1. To assist those students who are deserving and who show promise as future students in all fields of study.
2. To provide all students, regardless of their socioeconomic background, gender, or religious affiliation with access to a high-quality education from the classical to the professional levels.
3. To uplift the students who are economically disadvantaged and intellectually poor.
4. To instil in students a sense of morality, taste, ethics, and social responsibility.
5. To instil awe in mankind and strengthen commitment, devotion, quality awareness, and excellence for the greater good of society are essential goals of education.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1DkIxhhwtKqjdj5x4YLhdOlxYOIExH8qR/view?usp=share_link
Upload any additional information	View File

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

The Mahavidyalaya is committed to and actively supports decentralisation in all facets of its educational and administrative operations, reflecting its support for and practise of participatory management. To ensure that everything at the Institute runs well, it has a number of academic and administrative committees.

The Principal is the academic and administrative head of the institution. The Mahavidyalaya's extension operations, including but not limited to planning and policy creation, institutional budgeting, and academic and research expansion, are the responsibility of the Governing Body, Principal, and Staff. The College Development Committee is responsible for implementing the college's long-term strategy for enhancing its academic offerings, expanding its administrative capacities, and modernising its physical facilities in order to accommodate new course offerings.

The institution's academic and administrative leadership is provided by a variety of committees with clearly defined roles. The Academic Sub-Committee is charged with improving all aspects of the Mahavidyalaya for the benefit of the students who study there.

Anti-Ragging and Grievances Redressal Cell ensure that the Mahavidyalaya maintains a culture that is both pleasant and orderly for its students. It is made up of administrators and teachers, as well as a few student representatives. The day-to-day academic operations of the Mahavidyalaya are handled by several academic committees such as the library Sub-Committee, the Routine Sub-Committee, the Academic Sub-Committee, etc.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1tJSfDgFs446vF1a06z03pmeT0_W1IO4F/view?usp=drive_link
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college makes good use of both perspective and strategy. The college consistently employs a bottom-up methodology, guided by a top-down strategic direction to carry out its growth goals. The needs of society are met by the prospective strategic plan, which prioritises educational excellence. The Mahavidyalaya's Internal Quality Assurance Cell (IQAC) formulates long-term plans to advance the institution's stated aims of fostering a culture of innovation and research among faculty and students, fostering students' complete personal and intellectual growth, and enhancing their educational experience. The IQAC project that became the strategic planning process. The strategic plan was produced by the IQAC with participation from the principal, registrar, department heads, section in charges, and senior faculty.

The Mahavidyalaya's NCC Cell and NSS Units both played roles in the institution's extension efforts. Teaching and support personnel participated in trainings designed to improve their abilities and expertise. More students from low-income backgrounds were accepted with the help of merit scholarships and low tuition. In order to improve the quality of the educational experience offered at the college, MOUs were signed with similar institutions. In an effort to raise the bar for education at the Mahavidyalaya, college administration supports faculty efforts to publish academic papers and in national and international journals that have been recognised by the University Grants Commission (UGC).

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://drive.google.com/file/d/1wRmcJ5TR1nLaMuP3_eAL2ZptpzC2tdMN/view?usp=drive_link
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.

College administration consists of a governing body, a principal, department heads, teachers, and support personnel. The academic goals and objectives of the Mahavidyalaya are reviewed together with the institution's strategic plan. The incorporation of external members into different Committees provides a mechanism for institutional capacity and educational efficacy to be sustained throughout time. The Mahavidyalaya has many committees made up of various members of the community. Organisational hierarchy is respected throughout the decision-making process.

The institution's academic and administrative leadership is provided by a number of committees with clearly defined roles. The academic audit and assessment, as well as the planning and execution processes, are all handled by a committee made up of both administrative and faculty members. The independent flexibility of departments and the collaborative decision-making process represent an optimal amount of decentralisation.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1Y1JBzMaC4ssxDShuag0fRqBrez3H9M8x/view?usp=drive_link
Link to Organogram of the Institution webpage	https://drive.google.com/file/d/1Y1JBzMaC4ssxDShuag0fRqBrez3H9M8x/view?usp=drive_link
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

The Mahavidyalaya has effective welfare measures for its teaching and non-teaching staff. The various welfare schemes are as follows:

For Teachers— Group insurance, Employees Credit Cooperative Society, Provident Fund, Maternity leave, Paternity Leave and Child Care Leave.(uniform leave rule)

For Non-teaching Staff –

Group insurance, Festival advance payment for the declared bonus by the State Govt. Of West Bengal, Employees Credit Cooperative Society, Provident Fund, Maternity leave, Paternity Leave and Child Care Leave (uniform leave rule).

Facility for the use of a gym for teachers and non-teaching staff.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/15PUbwFfCsr2h3_kY_hWbC58aAjclh9iE/view?usp=share_link
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

07

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

03

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

15

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

The Mahavidyalaya ensures that both its teaching and non-teaching personnel adhere to the UGC rules and the guidelines of the West Bengal Higher Education Department and the GOs of the State Government, as well as any revisions that may be made to those documents from time to time. After an employee has been with the institution for one year, a performance review is conducted each year to evaluate their overall effectiveness.

The salient features of the performance appraisal system are as follows—

Teaching Staff—

- The Annual Self Assessment for the Performance Based Appraisal System (PBAS) is used to evaluate each faculty member's performance.
- The PBAS proforma for the UGC Career Advancement Scheme (CAS), which is based on the API score, is used to determine promotions within the organisation.
- The institution engages in a diverse array of activities beyond academic pursuits, necessitating the assignment of supplementary duties and responsibilities to faculty members. The Institute assigns due significance to these contributions in its comprehensive evaluation.
- The PBAS proforma, which is completed by the faculty member, undergoes a process of scrutiny and authentication by the IQAC.

- ○ **The promotion of faculty members is conditioned upon their API score and their appearance before the screening-cum-selection committee.**

When it's time to promote a faculty member, their API score is taken into account, and they have to go before the screening-cum-selection group.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1KNltvHekYml2FvX3Yof1FWwRwyOZEzPU/view?usp=drive_link
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

Every year, the Mahavidyalaya has a way to do internal and external inspects of the financial activities to make sure they are legal. Internal auditing is done by the internal auditing team. The institution has a financial group. The group checks the details of the income and spending very carefully. The Auditor that the Government of West Bengal (H.E.D.) hires does an external audit once a year. Before the start of every financial year, the college makes a budget that includes both recurring and one-time costs. Recurring costs include salary, electricity, internet, maintenance, stationery, other consumables, etc. One-time costs include buying lab equipment, furniture, and other development costs. The accounts staff will keep track of the costs based on the budget set by the management. The prices of things that have lost value since they were bought are also figured out. By looking at the bills and coupons, all of the costs that were paid for under the different heads are carefully checked. In the years before, the Mahavidyalaya did not have any big problems with its audits. All of these show that financial matters are handled with care and that financial discipline is followed so that money or property from the business doesn't get stolen at any level.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/11x5qcFQPU ZNlWYugupoz9bYYRwvQRjJv/view?usp=drive_lin k
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)

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 Mahavidyalaya allocates its funds, primarily received from the State Government of West Bengal and UGC, towards various expenditures of the institution. The funds allocated by the State government are utilised for the remuneration of both teaching and non-teaching staff employed by the university. All funds received from the State government and UGC are in accordance with the budget allocation. The finance sub-committee prepares the budget for the Mahavidyalaya, taking into consideration its developmental criteria. The allocation of UGC grants is subject to the approval of various committees, including the building sub-committee, purchase sub-committee, finance sub-committee, and other relevant statutory committees of the Mahavidyalaya. In addition to students' tuition fees, the college utilises its resources through self-financing courses offered by the institution. The distribution of all expenses that are contingent in nature is contingent upon approval from the Finance Sub-committee of the Mahavidyalaya, from which the funds are

allocated. The allocation of sufficient funds towards effective teaching and learning practises ensures the optimal utilisation of resources. The budget is employed to cover routine operational and administrative costs as well as the upkeep of fixed assets. Every year, sufficient funds are allocated for the improvement of library facilities. Sufficient financial resources are allocated towards the enhancement and upkeep of the infrastructure of the Mahavidyalaya. Certain funds are designated for extension services as a component of social responsibility via the National Service Scheme (NSS) and the National Cadet Corps (NCC).

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

The primary objective of Mahavidyalaya is to cultivate a pool of high-quality human capital by maintaining a steadfast emphasis on providing superior education. The IQAC undertakes comprehensive activities that encompass all facets of the Mahavidyalaya. The IQAC has been consistently carrying out its responsibilities to enhance the quality of teaching, learning, and research activities. It also provides recommendations for efficient resource utilisation and improved services to students and staff, as well as suggestions for the enhancement of the academic environment. Feedback and suggestions regarding teaching and administrative performance are provided by both students and staff. The Internal Quality Assurance Cell (IQAC) convenes on a quarterly basis, with meetings held at least once every three months. The IQAC is responsible for the preparation and evaluation of various reports, including the Annual Quality Assurance Report (AQAR), Performance Based Appraisal System (PBAS) for Career Advancement Scheme (CAS), Stakeholder's feedback, and Action Taken Reports.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1pZv5rHDAIMVZuRpnyYsZMcIohxbIVUdS/view?usp=drive_link
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

The quality of the Mahavidyalaya's education is continually reviewed by the IQAC, and appropriate action is taken to enhance it.

In order to determine where there may be bottlenecks in the administration of different programmes, the IQAC regularly evaluates academic progress indicators including the number of courses held, the percentage of course material covered, the results of internal exams, and the consistency of teachers' schedules with the yearly plan. Improvements in college administration and the measures implemented or planned for such improvements are also examined by IQAC. In addition, at the conclusion of each semester, the IQAC gathers student feedback data on the effectiveness of teaching and learning. Measures to be done to make essential improvements are communicated to the relevant divisions once the collected data has been examined.

File Description	Documents
Paste link for additional information	https://docs.google.com/forms/d/18moEGqZNHO1MbzZeajxJlPSqrw2GppOGNediQbjhzZI/viewanalytics
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	B. Any 3 of the above

audit recognized by state, national or international agencies (ISO Certification, NBA)	

File Description	Documents
Paste web link of Annual reports of Institution	https://drive.google.com/file/d/1dvJFu7XTFW7ptz923xwjaHhKVCc8EA4I/view?usp=drive_link
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

Our college is always highly concerned and constantly places a high priority on ensuring the safety and security of its students and takes the necessary steps to raise awareness about gender parity. Some of the actions include:

1. The College observes International Women's Day each year.
2. Nutrition week is observed
3. Training programmeon mushroom cultivation for Entrepreneurship oppurtunities.
4. Lectures, and workshops on women's and human rights.
5. Self-defense classes were set up for students in order to boost their self-confidence.
6. For the student's safety, surveillance cameras are deployed throughout the campus in various places.
7. Security guards are appointed at different entry/exit points to protect the campus and deter trespassers from the outside.
8. Boys and girls students each have their own cycle and motorbike stands.
9. Female helpline numbers are displayed in the campus and also on website.
10. The college has an anti-ragging cell and a cell for

prevention of sexual harassment.

11. There is a separate Common Room for female students with indoor games and equipped with a bathroom, first aid kit and bed mattress for sick persons.

12. There is a counselling cell that helps students to overcome their concerns regarding their academic, social and personal lives.

13. There is a separate washroom for differently abled female students and staff.

14. There are separate time slots for the use of gymnesium for male &female students and staff

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1SJ3qxlgdJWUuZXuxrLTnEAGwYtO5t37j/view?usp=drive_link
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://drive.google.com/file/d/12uRfM4wE6RFgkHVQJYegDRtOXpKB-GwY/view?usp=drive_link

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	C. Any 2 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

1. Solid Waste Management: Vermicompost units installed in the college which helps in recycling and reuse of degradable

solid waste generated on the campus. Non-degradable waste is handed to Ghatal Municipality.

2. Reduce Single-Use Plastics: Encourage use of reusable bottles, cups, and containers to minimize single-use plastic waste. Students used waste cloths to prepare bags as an alternative to polythene bags. Cloth bag distributed to local market. Refill stations to promote reusable water bottles.

3. E-waste Management: E-waste contains hazardous materials that require proper handling and recycling. We have a MOU with techno world for recycling E-waste properly.

4. Awareness and Education: On World Environment Day Celebrations June 2022 our college organized green activities awareness camp among students and staff.

5. Green Initiatives: Solar system, vermicomposting, medicinal garden, recycled cloth etc was taken as an initiative. On June 2022, green activities were held on campus as an initiative taken up under Swachhta Activities.

6. Collaboration with Local Authorities: We work closely with local municipalities to ensure compliance with waste disposal regulations.

7. Water management: Installed a rainwater harvesting system to collect rainwater and basin water. The water from the rainwater harvester is then pumped to the college garden."

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/file/d/16GODIX5Dqam59HFWqYdE44FM0081AEOc/view?usp=drive_link
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 of water bodies and distribution system in the campus	D. Any 1 of the above

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: 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	A. Any 4 or All of the above

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	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
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	D. Any 1 of the above

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

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	View File
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).

Our college's commendable initiative is providing quality education to 1st-generation learners, especially girls from nearby backward communities. To facilitate mainstream education, the college offers various amenities such as a well-equipped auditorium, affordable canteen, NCC and NSS units, sports facilities, and a gymnasium.

Regular workshops boost the learners' confidence and help them overcome limitations. Cultural competitions, like debates and dance, inspire students to explore their talents. NCC and NSS units engage in social services, reaching out to downtrodden communities to provide assistance.

Noteworthy practices include a computer literacy program, mentor groups, scholarship awareness, and a psychological counseling cell. Career counseling programs guide students towards promising job prospects.

The college's social service achievements involve adopting

backward villages, installing a 10kW on-grid solar plant, organizing blood donation camps, empowering communities through mushroom cultivation, and practicing rainwater harvesting for resource preservation.

Overall, these efforts shape responsible citizens and enhance the well-being of learners and society. We applaud the college, its authorities, faculty, and stakeholders for making a significant impact on countless lives. Let us continue empowering learners and building a positive influence on the community we serve.

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

Ghatal Rabindra Satabarsiki Mahavidyalaya always celebratesvarious eventsand programs for molding the students and staff to becomeresponsible citizens by sensitizing them to the constitutionalobligations: values, rights, duties and responsibilities of thecitizens. Various activities of 2021-2022includes-

Events Date Celebration of World Environment Day 5th June Celebration of International Yoga Day 21st June

Celebration of Arayna Saptaha 14th July to 21th July

Celebration of College Foundation Day 14th August Celebration of Independence Day 15th August Celebration of Teachers' Day 5th September Celebration of NSS Day 24th September

Celebration of Vidyasagar Birthday 26th September Celebration of NCC Day 27th November

Celebration of Safedrive save life 28th December

Celebration of Students week 1st January to 08th January

Celebration of National Youth Day 12th January Celebration of

125th Birth Anniversary of Netaji Subhas ChandraBose 23rd January Celebration of Republic Day 26th of January Swaraswati Puja 05th February

Celebration of save water day 22th March Celebration of International Mother Tongue Day 21st February National Science Day Observed 28th February Celebration of International Women's Day 8th of March

Celebration of World health day 07th April

Celebration of world Earth Day 22th April

Celebration Thalssemia Day 08th May Celebration of Rabindra Jayanti 9th May

Celebration of World Bicycle Day 03rd June

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

Ghatal RS Mahavidyalayacelebrates / organizes national and international commemorative days, events and festivals. Some of the events are given below:-

Events Date Celebration of World Environment Day 5th June Celebration of International Yoga Day 21st June

Celebration of Arayna Saptaha 14th July to 21th July

Celebration of College Foundation Day 14th August Celebration of Independence Day 15th August Celebration of Teachers' Day 5th September Celebration of NSS Day 24th September

Celebration of Vidyasagar Birthday 26th September Celebration of NCC Day 27th November

Celebration of Safedrive save life 28th December

Celebration of Students week 1st January to 08th January

Celebration of National Youth Day 12th January Celebration of 125th Birth Anniversary of Netaji Subhas ChandraBose 23rd January Celebration of Republic Day 26th of January Swaraswati Puja 05th February

Celebration of save water day 22th March Celebration of International Mother Tongue Day 21st February National Science Day Observed 28th February Celebration of International Women's Day 8th of March

Celebration of World health day 07th April

Celebration of world Earth Day 22th April

Celebration Thalssemia Day 08th May Celebration of Rabindra Jayanti 9th May

Celebration of World Bicycle Day 03rd June

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	[View File](#)
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.

Institution Best Practice-1

Title of the Practice-Enhancement of Sustainability Environment

Objectives of the Best Practice:

Environmental sustainability is critical in view of rising environmental deterioration, and it may be achieved by the adoption of eco-friendly activities. The objectives of nurturing environment sustainability are:

- **To promote an eco-friendly environment and to discover new methods to utilize natural resources in a sustainable manner.**
- **To maintain a waste-free, pollution-free, healthy, and eco-friendly green campus, as well as to prevent general carbon depletion and ecological diseases.**
- **To reduce significantly pollution levels and promotes better lifestyles for all of us.**

Institution Best Practice-2

Title of the Practice- Outreach initiatives for promoting community development

Objectives of the Best Practice:

- To promote the growth of the neighbouring community holistically.
- In order to establish an attachment between the institution and the community.
- To work together with society to complete tasks.
- To engage in creative and constructive social action.
- To enhance knowledge of students and the community.

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

One of the primary objectives of this college is to provide an enriching academic environment for the female students, especially considering its proximity to the holy birthplace of Pandit Ishwar Chandra Vidyasagar. The college aims to empower its female students to become successful individuals in the future.

To achieve this, the college focuses on inculcating high human values among its female students and equipping them to face life's challenges with confidence. The institute's main purpose is to offer quality education and academic excellence while fostering the overall personality development of its learners through a holistic approach, thereby uplifting the status of families living in rural poverty.

The college is dedicated to providing relentless support to economically disadvantaged students who struggle to afford the expenses of their admission under the CBCS curriculum. By doing so, the institute ensures that deserving and meritorious learners are not deprived of educational opportunities.

Moreover, the college actively encourages girls to participate in various programs that educate them about gender equality, social issues, and how to combat prevalent social malices. The students are motivated to serve the greater community through initiatives under the NCC and NSS wings.

To address any grievances that female students may have, the college has established a grievance redressal cell. This ensures that prompt solutions are provided to the students, fostering a supportive and caring environment on the campus.

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 initiate more job oriented courses/Add on courses
2. Infrastructural upgradation of Central Library and Computer Laboratory.
3. Installation of Napkin Vending and Disposal machine
4. Installation of sound boxes in a large number of classrooms
5. More Seminar/workshop on Research Methodology
6. More community outreach programme
7. Awareness on water drainage system management
8. Training programme on basic first aid technique.
9. workshop on career counselling

.