



## YEARLY STATUS REPORT - 2022-2023

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	<b>GUSHKARA MAHAVIDYALAYA</b>
• Name of the Head of the institution	<b>Dr. Sudip Chatterjee</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>03452255105</b>
• Mobile No:	<b>8170883833</b>
• Registered e-mail	<b>guskaramahavidyalaya@gmail.com</b>
• Alternate e-mail	<b>principal@guskaramahavidyalaya.ac.in</b>
• Address	<b>Guskara</b>
• City/Town	<b>Burdwan</b>
• State/UT	<b>West Bengal</b>
• Pin Code	<b>713128</b>
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	<b>Affiliated</b>
• Type of Institution	<b>Co-education</b>
• Location	<b>Semi-Urban</b>

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	The University of Burdwan				
• Name of the IQAC Coordinator	Dr. Sabina Begum				
• Phone No.	8001755011				
• Alternate phone No.	8617385190				
• Mobile	8001755011				
• IQAC e-mail address	iqac@guskaramavidyalaya.ac.in				
• Alternate e-mail address	sabina@guskaramahavidyalaya.ac.in				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://www.guskaramahavidyalaya.ac.in/iqac/AQAR-2021-22%20(Revised).pdf">http://www.guskaramahavidyalaya.ac.in/iqac/AQAR-2021-22%20(Revised).pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.guskaramahavidyalaya.ac.in/images/uploads/AcademicCalendar_2022-23.pdf">http://www.guskaramahavidyalaya.ac.in/images/uploads/AcademicCalendar_2022-23.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	A	3.04	2016	05/11/2016	04/11/2021
Cycle 1	B+	76.10	2007	31/03/2007	30/03/2012
<b>6.Date of Establishment of IQAC</b>			12/12/2007		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Gushkara Mahavidyalaya	Nil	Central / State Government	NA	0	
<b>8.Whether composition of IQAC as per latest</b>			Yes		

<b>NAAC guidelines</b>	
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
<b>9.No. of IQAC meetings held during the year</b>	<b>5</b>
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<ul style="list-style-type: none"> <li>• Preparation of Academic, Administrative and Green Audit Report</li> </ul>	
<ul style="list-style-type: none"> <li>• Strengthening of ICT facilities by installation of several wi-fi devices accessible to different departments and installation of CCTV cameras in the college campus</li> </ul>	
<ul style="list-style-type: none"> <li>• Organized various Awareness Programmes</li> </ul>	
<ul style="list-style-type: none"> <li>• Organized International Seminar on Sports Science and Biological Science</li> </ul>	
<ul style="list-style-type: none"> <li>• Arranged Health checkup camp and Awareness Programmes</li> </ul>	
<b>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</b>	

Plan of Action	Achievements/Outcomes
Introducing course module at the beginning of the year	Respective departmental teachers, including SACT, discuss among themselves regarding the portion or part of the subject to be taught individually, and accordingly routine serves to the students and classes are held as per routine.
Submission of AQAR for NAAC accreditation	IQAC has prepared and uploaded AQAR of previous years (2016-2017 to 2022-2023) as per NAAC format on the NAAC portal. IQAC has also started collecting nearly all supporting documents and additional information.
Online admission in first semester B.A./B.Sc./B. Com and P.G. under CBCS	By incorporating few minor changes in the existing online admission software, the admission of first semester B.A/B.Sc. /B.Com. students under CBCS system for the session 2022-2023 has been held smoothly. This year online merit list has been published and admission has been done according to the merit list totally through offline mode verification with physical presence of the students. This year students have only the online gateway of payment mode for paying the admission fees. The application fee has been waived this year as per the order of the State Government.
Strengthening of ICT	In addition to conducting a large number of classes at virtual classroom, several computers have been repaired and special software and LED projectors have been purchased

	<p>by the College in order to strengthen up ICT facility. Further several wifi devices accessible to different departments and installation of CCTV in the college campus has been done.</p>
Organizing International Conference/Seminar/Workshop	<p>During this academic session 2022-23, a two-day International Conference has been organized by the IQAC of this College on 5th and 6th March, 2023.</p>
Re-activating of Women Cell	<p>The IQAC of the college has in the meeting passed a resolution and consequently made a proposal to the DPI, West Bengal for repairing girl`s toilet complex and also for constructing new toilet facility for girls, boys and staff separately. A proposal has also been made for construction of a new cycle stand in the college campus.</p>
Feedback Analysis	<p>Feedback received from different stakeholders viz, students, alumni, and parents analyzed and placed in the IQAC meeting by the convener of the Grievance Redressal Committee. IQAC has analyzed the feedback and prepared action taken report accordingly. The IQAC further resolved that the action taken report will be placed at the Governing Body Meeting through the Principal.</p>
CAS of teachers	<p>CAS of the teachers, Dr. Papita Dutta, Mr. Saroj Kumar Sarkar and Mr. Samiran Ray is processed and sent to the DPI, WB.</p>
Green/Academic/ Finance Audit	<p>As resolutions passed in the IQAC meeting the Green and Academic Audit reports of the</p>

	college have been prepared. The financial internal audit of the college has been in process. However, the final financial audit by the government is yet to be done.
Health check up camp and awareness Programmes	Dr. S. Mondal visited the institute and conducted the camp
Strengthening Aqua culture research unit	Nil
ISO Certificates	This institution has acquired ISO Certificate for providing the courses of undergraduate, post graduate, certificate and internship courses along with Governance and also ISO Certificate for providing the courses of undergraduate, post graduate, certificate and internship courses along with sustainable development.
MOU	Done MOU with Guskara Municipality, Syamsundar College, Burdwan.
Tree plantation	The IQAC, NCC and NSS unit of our college have organized plantation programme in the college campus. The Dept. of Botany also planted medicinal saplings.
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Governing Body	27/05/2023
<b>14. Whether institutional data submitted to AISHE</b>	

Year	Date of Submission
2022	15/02/2023

### 15. Multidisciplinary / interdisciplinary

As affiliated to The University of Burdwan, Gushkara Mahavidyalaya follows the curricula of its parent University. The CBCS syllabi implemented by the latter have ample scope for academic flexibility with an interdisciplinary approach. It offers five types of courses (Core Courses, Discipline Specific Electives, Generic Electives, Skill Enhancement Courses, Ability Enhancement Compulsory Courses) at the UG level that ensure a balance between theoretical and vocational aspects of learning. Accordingly, Gushkara Mahavidyalaya offers seventeen UG programmes with different course combinations that enable students to select their options as per their choice and ability. The syllabus of the PG program offered by the college, too, has scope for interdisciplinary. To add to this, our institution organizes various extension activities with the objective of sensitizing students to social issues, and participates in social outreach programmes to spread value education, through its NSS and NCC units. Projects in areas of community engagement and service aim towards the holistic development of students at both the UG and PG levels, and the CBCS curricula at these levels integrate cross cutting issues relevant to human values, professional ethics, gender, environment and sustainability. NEP system will be introduced in our state from 2023-24 Academic Year.

### 16. Academic bank of credits (ABC):

The proposed National Education Policy launched Academic Bank of Credits to enhance a multidisciplinary, flexible approach to study. The intention of this initiative is to upgrade qualification and improve gross enrolment ratio (GER). Education, being in the concurrent list, certain policies or initiatives often takes time to get implemented in the particular States and especially to affiliated colleges like Gushkara Mahavidyalaya. Though this institution wholeheartedly supports the Academic Bank of Credit System which is based on the "Distributive and Flexible Teaching Learning", it is yet to get approval to introduce the system. While looking into the matter in details, the infrastructure to have a well-maintained credit system is already present in the organization of Gushkara Mahavidyalaya.

Under the Choice Based Credit System (CBCS), the college encourages the teachers to design curricular and pedagogical approaches within the given framework to have a more multidisciplinary and holistic

approach to academics. The initial textbook references, assignments and assessments are made in such a way that the students are encouraged to have a critical and analytical understanding of the subjects and can choose according to their orientations. To cut the dropout rates, remedial classes, etc., are conducted for the students who repeat their semester. This institution always encourages and helps in registration of the dropout and financially needy students to reappear for the examinations even after a break so that they can continue pursuing their degree. This institution has signed Memorandum of Understanding (MoU) with Netaji Subhash Open University where the faculties of the college act as academic counsellors, examiners and often take classes of the students who pursue distance learning while doing jobs. Hence, a base already exists where ABC can be introduced, when approved, for providing students a multiple entry-exit point in higher education to curtail the dropout rates and orient them to imbibe a multidisciplinary approach to study.

#### **17.Skill development:**

Gushkara Mahavidyalaya has undertaken some measures pertaining to skill development of the learners. Teaching is all about developing skills vis-à-vis communicating social and human values to the learners in various ways. Along with such student centric efforts outside the regular curriculum, a wholehearted endeavor is made within the framework of the syllabi to impart and inculcate value-based education among the students. While literature subjects like Bengali, English, Sanskrit, etc., are directly related to imparting teachings related to human values and human ethics; subjects in the social science group like Political Science, Philosophy, History, etc., are engaged in imparting teachings related to constitutional values, ethics, citizenship rights, tradition, etc. Subjects like Physics, Chemistry, Mathematics, etc., help to build up a skill of strong scientific acumen among the learners. All these student-centric efforts ultimately lead towards a holistic skill development among the learners that pave the way for employability across all sectors in job markets anywhere in the world. Since there is no scope for vocational courses, our college intends to introduce some vocational courses to keep pace with contemporary needs, because we believe that giving vocational education or training develops job oriented or industry-oriented skills that are directly related to economic development of the country.

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

Education, primarily in a multiethnic and multicultural nation like



India, necessitates the adoption of well-designed curriculum that includes teaching-learning methods in Indian languages, culture, etc. It calls for appropriate measures to inspire a sense of national integration, and sensitivity to cultural and linguistic diversity is crucial in fostering such a notion. Gushkara Mahavidyalaya plays a pivotal role in this direction. It caters to the academic interests of a large body of students coming from diverse socio- ethnic and religious groups, and fosters an inclusive environment, thereby promoting a sense of harmony and fellow-feeling. Affiliated to The University of Burdwan, Gushkara Mahavidyalaya follows the curricula prepared by its parent university. The CBCS syllabi implemented by the latter have ample scope for an interdisciplinary approach to education as it offers a range of courses that ensure strategic integration of the Indian knowledge system. The CBCS curricula are aptly designated to inculcate human values and professional ethics among students.

The syllabus of Sanskrit literature, for instance, advocate the fourfold doctrine of life- "Dharma, Artha, Kama and Moksha", in accordance with the Indian philosophical view, while the Indian Classical Literature portion of English Honours syllabus as text like the Mahabharatha, Abhijnanan Shakuntalam and Kadambari that deals with the concepts of "dharma" and the heroic, and proposes a multidisciplinary approach to education geared towards the holistic development of young learners. In the field of Indian languages, Gushkara Mahavidyalaya offers Undergraduate Honours and General degree programmes in Bengali, Sanskrit, and PG degree program in Bengali. The teachers mostly engaged in bilingual medium of instruction for the benefit of students who are not conversant in a particular language. The departments of the aforementioned languages use as their medium for instruction the respective languages, urge students to speak in the same, encourage them to indulge in creative writing, and take a combination course in languages other than their own.

The college is proactive in sensitizing students to cultural, regional, linguistic, communal and socio-economic diversities through department specific courses which help students to understand and appreciate the socio-cultural and linguistic plurality of our nation. The students are encouraged to participate in various educational, extracurricular and awareness programmes within and outside the campus as well as in study tours conducted by several departments, which facilitate their acquaintance with the reach variety of Indian population. All these initiatives taken by the college reflect our institutional preparedness for the integration of Indian knowledge system in the context of NEP, 2020.

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

The National Education Policy aims to create an outcome-based education where the institutions are expected to design a curriculum based on innovation and skill-based learning. Keeping this in mind, Gushkara Mahavidyalaya, under the CBCS, is following programmes of study which provide a pivotal platform in delivering deeper insight of the subjects and an interdisciplinary and holistic approach to study. The college, through regular assessments and feedbacks from the students, evaluates the progress of their knowledge, skills, research attitudes and conceptualization of the courses taught. The three-year degree courses of B.Sc., B.A. and B.Com. are structured in a fashion where the outcomes can be measured through knowledge building, comprehensive and analytical skills. The students are trained to acquire skills of synthesizing and evaluating the ideas and concepts which will offer an understanding of both normative and empirical virtues of the world. Therefore, the special lectures and seminars held by the three streams encourage the students of all disciplines to attend the talks so that they can have an all-inclusive multidisciplinary approach to study. Along with regular courses, the NSS and NCC units frequently conduct campaigns, field works, and awareness programmes for the betterment of the society. The different cultural programmes, study of indigenous languages, projects related to the environment, and educational tours, help the students to understand the importance of preservation of our natural and national resources. Finally, representation of students from different socio-economic cultural communities, and presence of multiple genders along with conduction of gender awareness programmes, and addressing mental health issues by the college not only help in having a democratic campus with responsible citizens for the future, but also train the students to embrace an all-inclusive outcome-based educational system.

**20.Distance education/online education:**

Gushkara Mahavidyalaya, as a centre of learning in higher education, has catered to the educational needs of its students since its establishment, and to keep up the commitment of providing quality higher education in various periods. While face-to-face teaching-learning process, often hailed as offline classes has proved to be the most effective medium of instruction, use of virtual mode has become very much instrumental and effective since the pandemic phase. Our college is making significant contribution in the fields of distance education to a large number of left out and backward section of the society through its NSOU centre. Various subjects for UG and PG courses are offered by the qualified teachers. Our college also provides platforms for online materials to the students.

## Extended Profile

<b>1.Programme</b>	
1.1	<b>23</b>
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1	<b>4130</b>
Number of students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.2	<b>1392</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	<b>920</b>
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	<b>77</b>
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>

3.2	83
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	32
Total number of Classrooms and Seminar halls	
4.2	8269
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	81
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

Gushkara Mahavidyalaya follows the curriculum designed by the affiliating university. For proper implementation of the curriculum, the college constitutes various committees like the Academic Sub-Committee which prepares an academic calendar before a new session. The Routine Sub-committee prepares a central routine which is then followed by the various departments to prepare their own departmental routines. In the routine, theoretical, tutorial, practical and also remedial classes are properly organized in order to give students scope for creative thinking and profitable learning within the framework of their syllabi.

All the departments regularly organize departmental meetings to distribute the syllabi among the teachers on the basis of faculty specialization. The teachers employ various methods in the teaching-learning process. The use of ICT enabled tools, specific field visits/study tours, seminars, talks, creative activities like poetry reading, drama enactment, and movie screening among other activities are continuously organized. The classrooms are equipped with

projector for using multimedia displays in the teaching process. The availability of study materials are ensured by having a well-stocked central library as well as individual departmental libraries. Further, the college maintains a healthy and friendly environment for the students to learn, read and enquire about information and desire for knowledge.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

Following the Calendar of the University of Burdwan, IQAC and the Academic subcommittee prepare the Academic Calendar before commencement of the new session. The tentative dates of Internal examinations and various activities like cultural competitions, observations of different days of national significance, sports etc. are included in the academic calendar. The probable dates of final University Examinations for the session 2022-23 has also been included in the academic calendar.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

**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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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

19

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

### 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)

1

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

0

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

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

### 1.3 - Curriculum Enrichment

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

An affiliated college it follows the syllabi designed by the University of Burdwan in toto. The language courses, except for the technical topics, viz. rhetoric, prosody, grammar etc., include gender analysis as part and parcel of their understanding of the subject. Environment in all its vicissitudes forms an important part of comprehension of the process of creativity. For the social science subjects, especially Economics, Geography and History, gender and environment are at the core of appreciation of the subject. Both the languages and social sciences courses are replete with sections of the syllabi which focuses on human values and its proactive role in the development of civilization. The life sciences courses with their topics (including practicals and projects) on life and ecology provide the students with knowledge essential for fathoming the complexities of environment and the need for sustainable development. Subjects such as Chemistry and Physics allude to environment and human values as they provide their students with the knowledge regarding the core principles of our natural existence. Accountancy through its syllabi indirectly inculcates the principles of professional ethics amongst its students. Moreover, the curriculum includes Environmental Studies for all students with its focus on environment and sustainability.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

#### 1.3.2 - Number of courses that include experiential learning through project work/field

**work/internship during the year**

6

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

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

1534

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**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**

B. Any 3 of the above



File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**      **B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="http://www.gushkaramahavidyalaya.ac.in/images/uploads/SSS%20NAAC%202022-2023.pdf">http://www.gushkaramahavidyalaya.ac.in/images/uploads/SSS%20NAAC%202022-2023.pdf</a>

## 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

**2958**

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

**918**

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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 learning levels of students who join Gushkara Mahavidyalaya are assessed from the beginning of the semester. The students come from different Boards/Councils and different socio economic backgrounds. Since adjoining areas of the college is primarily rural, a high percentage of the students are first generation learners. The process of assessment is based on class performance, performance in laboratory practical class (for Science students) and mid semester evaluations. The teachers of the departments become aware of the strengths and weaknesses of the students within one month from the beginning of the session. The college organizes special programmes for advanced learners and slow learners which are mentioned below.

- The departments conduct regular class tests.
- Special classes for the slow learners are arranged. Study materials are also provided by the teachers.
- Tutorial and remedial classes are taken regularly.
- All students are allowed to borrow books from departmental library.
- Advanced learners are encouraged to read additional reference books and e-books in addition to the text books.
- Advanced learners are encouraged to participate in various seminars, webinars and workshops so that they can listen to talks from the resource persons and can enhance their knowledge. They are also encouraged to participate in various academic events like Science Fairs/ Essay competition/quiz competition organized by the college and other Institutions.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
4130	38+37 (STATE AIDED COLLEGE TEACHER)

File Description	Documents
Any additional information	No File Uploaded

## 2.3 - Teaching- Learning Process

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

Faculties of Gushkara Mahavidyalaya adopt various student centric methods for students to inculcate latest skills, knowledge, attitude, values that mould their character in the proper manner. All departments undertake various innovative teaching strategies that arose creative ability, problem solving skills among the students. Teachers follow experiential learning process in which students learn by doing on their own. Faculties of this Institution organize various activities such as laboratory work, model design, workshop, student exhibition, field work, study visit etc in which students learn by experience and acquire desired skills. Faculties also undertake programs like group discussion, debate, brainstorming, mind game, role play, student seminar, student exhibition etc in which students activity participate and enhance their knowledge and skills. Subject related problem based various project works are assigned to the students that boost problem solving spirit among the students. This method is adopted in Physics, Mathematics subjects. Moreover, quizzes are conducted by concerned subject teachers so as to enhance problem solving attitude among the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The college has very good infrastructure and updated ICT tools for effective teaching learning process. Each department of the college has one ICT enabled classroom, having laptop, LCD projector, screen

and internet facility. The college has a separate smart classroom well equipped with ICT facilities. The Seminar Hall of the college where talks and lectures are arranged is also fully equipped with modern ICT facilities like LCD projector, screen, internet connection, microphones and speakers. Most of the teachers make power point presentation of the lectures in the class room for better understanding of the students. During the pandemic situation, teachers started taking online lectures through Google classrooms, Google Meet, Zoom, Skype and other online platforms. So students are familiar with the virtual platform. To make learning more interesting YouTube video lectures are also shared during pandemic time. Students are also encouraged to give seminars using power point presentations.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://www.gushkaramahavidyalaya.ac.in/images/uploads/4.1.3.1%20ICT%20enabled%20classrooms.pdf">http://www.gushkaramahavidyalaya.ac.in/images/uploads/4.1.3.1%20ICT%20enabled%20classrooms.pdf</a>

### 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

74

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

75

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

26

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

#### 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

541

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

In CBCS system, much importance is given to internal assessment. For every course paper of 6 credits, 15 marks is allotted for internal

assessment. The performance of the students is continuously assessed in each semester through class tests, home assignments, presentations, viva voce etc. The norms prescribed by the University to which the college is affiliated regarding internal assessment is followed strictly. The college has an Examination coordination cell, which organizes the internal assessment of all the semesters. Marks are also allotted for regular attendance of the students. The examined answer scripts are shown to the students. They could understand their mistakes and are advised how to rectify the mistakes. The students are encouraged to discuss their doubts with the concerned teachers. For each semester, two internal assessments are conducted per course. The schedule, duration, question pattern and syllabus are explained to the students before the internal assessment. If any student was absent during class test for a medical/valid reason and submits an application with proper documents, a separate examination date is arranged for the absentee student.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The college strictly follows the guidelines of the University regarding examination. At the end of each semester, the final examination is conducted by Burdwan University. Internal examination related grievances, if any, are dealt with utmost care. The mode of internal assessment includes written class tests, assignments, seminars and viva-voce. As the answer scripts of the class tests shown to the students, they can understand their mistakes. The assignments are also checked and returned to the students. If they have any queries regarding evaluation process, they can clear their doubts with the concerned examiners. The notice giving the detailed schedule of the internal examination is uploaded in the college website 7-10 days prior to the examination. The evaluation process is completed within 10 days of the examination. The internal assessment is completed before the form fill up date of final examination. The marks of internal assessment are uploaded to the college portal by the Marks Capturing Cell of the college. The entries are cross checked. In this year there is no major grievances regarding internal assessment.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

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

Gushkara Mahavidyalaya follows the curriculum designed by Burdwan University. The PO and CO for all the courses are prepared by the concerned teachers and uploaded in the college website. In Gushkara Mahavidyalaya, there are 15 programmes in UG Hons. Level, 3 UG General programmes and 1 post graduation programme. From the day of commencement of classes, the teachers explain the course structure and CO PO of the courses they have enrolled. The courses are so designed that the students can learn and understand the basic concepts and skills related to the subject. The Career Counselling cell of the college organizes seminars and workshops for job opportunities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://gushkaramahavidyalaya.ac.in/images/uploads/Course%20Outcome%20-%20Programme%20Outcome.pdf">https://gushkaramahavidyalaya.ac.in/images/uploads/Course%20Outcome%20-%20Programme%20Outcome.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The attainment of the programme outcome and course outcome of the courses are determined by the final results or grade points obtained by the students. The results are recorded in the department and are discussed in the meeting of Academic Sub Committee. The department also records students' progression to higher studies and their job placement after graduating from the college. The feedback report from the students are also collected and analysed by IQAC for attainment of CO& PO.

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

### 2.6.3 - Pass percentage of Students during the year

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

938

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

<http://www.gushkaramahavidyalaya.ac.in/images/uploads/SSS%20NAAC%202022-2023.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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



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

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

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

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

### 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

6

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

## 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

11

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

11

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

The college organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their taken as a holistic development. The college runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities like Dengue Awareness , Seminar on "Child Marriage and its effects on society" , tree plantation , The Empowerment of Women" , Garlanding on the picture Swami Vivekananda and the importance of Special Camp etc.

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

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

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

4

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 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

40

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 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**

1886

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**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**

10

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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**

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## 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.

Gushkara Mahavidyalaya has three campuses - the Academic Campus, the Hostel Campus, and the Quarters Campus. The Academic Campus possesses a composite building with its own resources including a solar power grid and a generator. The Academic Campus is divided into six blocks: The Central Block - comprises of the Principal's Chamber, College Offices for both Day and Morning Section, IQAC room, Bursar room, Teachers' room, Departments of Bengali, Physics, Chemistry, Zoology, History, Commerce, Computer laboratory, Central Library, Library for Morning Section, Seminar room, Generator room, College Canteen and thirteen lecture rooms

The Najrul Block - comprises of Departments of Botany, English, Sanskrit, Women day care centre, Girls' Common room, and of eight lecture rooms. The Tarashankar Block - includes Departments of Philosophy, Political Science, Geography, Nutrition, Music, Virtual classroom and six classrooms. The NRSC Block - accommodates the Departments of Mathematics, Economics, Physical Education, NCC office, NSS office, Students' meeting room, Boys' Common room and three classrooms.

The Rakhahari Bakshi Block comprises of one classroom, Yoga centre, Multi Gym and Rakhahari Bakshi Mancha.

Hostel Campus consists of two separate buildings, one Boys' Hostel and one Girls' Hostel.

Quarter Campus consists of seven staff quarters and one Guest House.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.gushkaramahavidyalaya.ac.in/images/uploads/4.1.1%20Physical%20and%20Academic%20Infrastructure%20compressed.pdf">http://www.gushkaramahavidyalaya.ac.in/images/uploads/4.1.1%20Physical%20and%20Academic%20Infrastructure%20compressed.pdf</a>

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

The college possesses its own football ground, basketball ground, volleyball ground, badminton ground, handball ground, kabaddi ground, kho kho ground and jumping pit total covering area about nine thousand five hundred square meters. Sports equipment for both indoor and outdoor games is available in the Physical Instructor's room. The Annual Sports Meet is arranged successfully every year. There is a Multi Gym in our college where interested students get chance to practice regularly both in the morning and afternoon. The College runs a Yoga centre which now trains nine participants. The Cultural programmes are organized by the students of the college on special occasions, e.g., Freshers' Welcome ceremony, celebration of Independence Day, Republic Day, Netaji Subhas Chandra Bose's birthday, Teachers' Day, Bhasha divas, Rabindra Jayanti, Saraswati Puja and so on. Cultural competition is arranged by the students and judged by the college teachers. Prizes are awarded to successful competitors in the Annual social. In the Annual Social our students perform various cultural events and renowned artist(s) is also invited each year.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.gushkaramahavidyalaya.ac.in/images/uploads/4.1.2%20Sports,Yoga%20and%20Cultural%20activities.pdf">http://www.gushkaramahavidyalaya.ac.in/images/uploads/4.1.2%20Sports,Yoga%20and%20Cultural%20activities.pdf</a>

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

32

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

14

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.gushkaramahavidyalaya.ac.in/images/uploads/4.1.3.1%20ICT%20enabled%20classrooms.pdf">http://www.gushkaramahavidyalaya.ac.in/images/uploads/4.1.3.1%20ICT%20enabled%20classrooms.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

21.16

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

The Library has three-storied premises of its own. The total area is 45,000sq. ft.

The Library has a rich collection of over 37,000 books which includes both the text and the reference books. It subscribes to seven journals and fourteen magazines and newspapers together. The holdings of the Central Library mainly includes text books, reference books, reference tools, few reports, journals, magazines, employment gazettes and few CDs.

Besides this, the college is a member of NLIST through which the members can access the e-journals and e-books included in it and

also the 6.00,000 e-books of NDL.

### Library Automation

The Library is partially automated using the Koha Library Management Software. The entire collection of books has been uploaded in the database of the software. Originally, the 15.11 version of the software was installed in 2016. It has been upgraded to 21.05 version in September 2021. The users can retrieve their required books through the OPAC of Koha with the help of the terminals through LAN. The circulation is partially automated since only the employees and the Post Graduate students are checked out the books through the Circulation Module of the Software.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="#">NIL</a>

**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	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

**Rs 37867.00**



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

#### 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

17

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

The college provides internet access to all faculty members across all Departments for academic purposes. Academic Departments are provided with a minimum of one desktop computer and one laptop computer. All academic departments and the college office have a copy of antivirus software for security purposes. The College office, the principal's chamber, and the Central Library of the college have internet access. There is Wi-Fi accessibility across the campus. LED projectors are provided to academic departments for use in teaching. Computers that are no longer in use are replaced with new ones. Obsolete computers in the Laboratory of Geography, the Laboratory of both Mathematics and Commerce, and a few other departments are replaced with new ones. The Central Library of the college is equipped with KOHA LMS for academic purposes. Two computers in the Central Library are devoted to students for searching of OPAC.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

90

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

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

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

3.15

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

Our college tries its best to provide better physical and support facilities to students and staff members. Each financial year requisitions are invited from IQAC, different laboratory-based academic departments, games and sports department, library subcommittee. All departments submit their judicious requisition lists to college authority. Building subcommittee submit their proposals for maintenance of present physical infrastructure and necessary upgradation of the present ones. A consolidated budget is prepared and approved by the Governing Body. Then following the standard purchase procedures equipments of different laboratories, computers, books and journals, major sports goods, drinking water machines etc are procured. Construction works are implemented with proper and regular supervision of professional engineers and experienced internal staff members of the college. Members of computer subcommittee and asset management subcommittee are promised to arrange the maintenance of computers, generator(s), drinking water machines, plumbing works etc. Honours students are encouraged to deliver short seminar lectures through PowerPoint presentations using LCD projectors. Sports complex and multigym are maintained by physical education department. A casual gardener is appointed for weeding, planting pruning and watering as well as the general maintenance of the gardens and greenery of our beloved campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NIL</a>

## 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

4305

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

Nil

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

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

D. 1 of the above

File Description	Documents
Link to institutional website	<a href="https://camsguskaramahavidyalaya.in/Alumni/Otheradmission.aspx">https://camsguskaramahavidyalaya.in/Alumni/Otheradmission.aspx</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

42

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

42

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

30

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

126

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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

19

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.3 - Student Participation and Activities

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

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

3

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

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 )

The student council plays a crucial role in representing the interests and concerns of students on academic and administrative bodies within colleges. Through various activities and initiatives, the student council acts as a bridge between the student body and the college administration, ensuring that students have a voice in decision-making processes.

The student council engages in a wide range of activities aimed at improving the overall college experience for students. One of the primary roles of the council is to advocate for student interests, whether it's through organizing events, addressing student concerns, or proposing new initiatives. They act as a liaison between students and the college administration, conveying student feedback and suggestions. By actively representing the student body, the council helps ensure that the college administration remains aware of the needs and aspirations of the students they serve.

Even though student union elections are closed for six years today, students help us in all events. They lend a helping hand especially during Saraswati Puja annual sports and cultural events and different committees. Students are called in the meeting of sports, admission to inform them about all the issues. College students are everything. No event can be complete without them.

File Description	Documents
Paste link for additional information	<a href="http://www.gushkaramahavidyalaya.ac.in/">http://www.gushkaramahavidyalaya.ac.in/</a>
Upload any additional information	No File Uploaded

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

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

21

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

## 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 have non registered allumni association(Purbita) in our college butcontributes in different activities of our college.

The association periodicallyconduct some relevant and meaningful events for the alumni associationin order to increase the engagement and build a good connect with the allumni.

Once the association decides to conduct an event, the next big thing is deciding what kind of event to keep and how it could be different from the events conducted in the past.

We have already started the process of registration of our allumni association.and open a bank account in the name of the allumni and all future donations will be deposited in that account.



File Description	Documents
Paste link for additional information	<a href="http://www.gushkaramahavidyalaya.ac.in/">http://www.gushkaramahavidyalaya.ac.in/</a>
Upload any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	No File Uploaded

**GOVERNANCE, LEADERSHIP AND MANAGEMENT**

**6.1 - Institutional Vision and Leadership**

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

**Vision of the Institution**

To emerge as the leading academic institution in the region where knowledge and skills complement each other and competence leads to confidence with sustainability among the students.

**Mission of the institution**

Bringing the fruits of higher education to the students of this agrarian belt comprising first generation learners, students of reserved categories and minorities is the mission of the institution.

To open courses and introduce new subjects for the advancement of students and the society as a whole.

To open opportunities for the elderly persons also, along with the youths, to learn various skills and develop and increase knowledge in various branches of arts and science, in tune with the endeavour of the government and guidelines of the University Grants commission.

Shifting from conventional curriculum to a more dynamic and learner-friendly system of curricular choices in response to social needs

Enhancing the competence and skills of the learners towards achieving excellence

To stay in the path of decentralization and participative management system in governance.

To open more post graduate courses so that the local community, as well as the young generation of the society, get easy access to higher education.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The Institute practices decentralization and participative management. Before implementation of any important measure related to college infrastructure development, introduction of new courses, budget allocation to various activities of the college the Principal discusses it with the different stake holders like teaching, non-teaching staff, students' alumnus in meetings, and thereafter funds are mobilized and decisions are taken. All important decisions are taken after frequent consultation with the College Governing Body and the stake holders.

The administrative section has been decentralized. Different Committees and sub-committees have been formed for the smooth functioning of academic and administrative works of the institution. The committees look after the growth and development of the institution, increase facilities for the students, and above all steady development of the learning-learning process and creating better environment for it.

Principal follows up with parents of defaulters in attendance. Regular interaction with the representative of the student council is a practice of the administration and the teachers in this college. It helps to understand the students' psychology, aspiration and problems in a better way. In formulating various policies to improve the quality of academic and administrative affairs, development of the college, opinion of the students is given due weightage.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

### Curriculum Development-

Participation of teachers in workshops offering healthy suggestions for updating curricula of UG and PG.

Involving Students in Project works and group discussions.

Holding academic excursions beyond curricula.

Continuous Internal Assessment UG and PG

### Teaching and Learning:

Regular use of ICT in classrooms along with conventional method of teaching have made learning easy for the students.

Field surveys and field trips are carried by some departments to make students learn from the real-life situation.

Traditional and modern equipment are used by the teachers.

### Examination and Evaluation:

All year-round evaluation through class tests, tutorials, student seminars/presentations keeps the students in touch with their subject.

The Research Cell holds regular meetings and programmes to broaden the academic perspectives through presentations of research conducted by faculty.

Library of the college is partially automated with KOHA SOFTWARE. Computerised e-books and e-journals are accessed through INFLIBNET-N-LIST consortium. Reading room facility available for all. A separate

journal section is present. Departmental seminar Libraries exist .

### Admission of Students

The admission procedure at undergraduate level was completely online. Centralized admission was followed for admission to PG courses in University as well as in affiliated colleges.

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

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

Governing body of the college is the highest authority. President of the G.B. is appointed by the dept. of Higher Education, Principal acts as the ex-officio Secretary of the GB. The College follows the rules and regulations of the UGC, The Department of Higher Education, Govt. of West Bengal and the affiliating University of Burdwan. Teaching and non teaching staffs are recruited by the G.B on the recommendation of the West Bengal College Service Commission, the service rule of the state government are strictly followed.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="http://www.gushkaramahavidyalaya.ac.in/images/uploads/ORGANOGRAM%20OF%20THE%20COLLEGE%202022-23.pdf">http://www.gushkaramahavidyalaya.ac.in/images/uploads/ORGANOGRAM%20OF%20THE%20COLLEGE%202022-23.pdf</a>
Upload any additional information	No File Uploaded

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

**B. Any 3 of the above**

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

**Welfare schemes available for teaching & nonteaching staff**

**government schemes:**

- Provident Fund
- Gratuity
- Earned leave encashment.
- Project grants and support for Hosting seminars, conferences, and workshops within the campus.
- Additional research grant for research/project.
- group Insurance
- Employees cooperative society
- Residential quarters on the campus
- Child care leave
- maternity leave
- paternity leave.
- health insurance for non-teaching staff

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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**

00

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

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

00

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

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)****6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

06

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

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

Guskara Mahavidyalaya has thirty eight full time faculty members including honourable Principal Sir, and thirty- seven SACT, most of whom are young and newly appointed. The faculty members are very much engaged in enhancing their academic performances as reflected by a significant number of publications in different journals and huge attendance in different national and international seminars and webinars every year, apart from their routine duties of giving lectures, setting question papers, invigilation, answer-script evaluation, and so on. The College has a self-appraisal diary that comprises of class routine with day-to-day timing of classes in tabular form, list of holidays and personal details. These self-appraised performances are taken into account for the promotion of the individual teacher and his/ her subsequent placement for the next grade/scale of pay. At the time of promotion of the non-teaching staff, the concerned appraisal report is scrutinised by the committee set up by the Governing Body and the nominees of the Higher Education Department and the University of Burdwan. The institution also collects feedback from the students, alumni, teaching staff, and other stake holders regarding their performances and appraises them accordingly as and when required.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various

internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution conducts Audits both internal external regularly at the end of every financial year to prepare financial statements which show income and expenditure such as staff salary, special fees, accounts, UGC and other grants, nonsalary benefits. In accordance with the ordinance of the University and the Constitution of the College, the day-to-day finances are managed by the Bursar of the College in consultation with the Principal. The overall supervision of the finances of the College is done by the Bursar and the Accountant on a periodical basis. External Audit Financial audit of the College is done by the government agencies at regular intervals. Audit of committee-fund like NSS is also done in every financial year, by external agency. Reports of statutory audits was sent to the University and the UGC, following due procedures.

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

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

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

00

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

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

The college follows democracy and transparency for the proper use of funds received as grant from UGC,RUSA ,State Government, or from any other sources. The college also started to generate its own fund



department of zoology very recently initiated aquaculture in college pond, College gymnasium are open for local people with a nominal subscription. Timber yielding plants, such as Teak, Shisoo, Acasia, Mehogini are planted in the in the college campus at regular interval.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

1. IQAC initiated Green Audit 2. Initiated Academic Audit 3. Organized International Seminar on Sports Science and Biological Science 4. Arranged Health checkup camp

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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 IQAC has taken a leading role to ensure quality education and strengthen the culture of effective education by -

Encouraging teachers to deliver the best in teaching learning process.

Encouraging innovative methods in the field of work. Identifying benchmarks.

Setting up goals and reach them in all sphere of education.

Introducing best practices.

Ensure online examinations as per the instruction of the affiliating University.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

**Safety and security:** The whole premise has been guarded by walls and is also well lit and is under CCTV surveillance .

**Gender friendly amenities:** Two common rooms are available for female

students with attached toilets . There are a sanitary napkin vending machine. Separate toilets for women teaching and non-teaching staff are also available on the campus.

Awareness campaign: The college promotes engaging openly with the topic of gender equality through several seminars and awareness campaigns.

Counselling programme: Women teachers regularly counsel female students about gender issues. The Career Counselling Cell specifically addresses the needs of girl students. There are boxes installed in the campus for collection of written statements about grievances.

Sexual harassment prevention cell: A sexual harassment prevention unit has been set up. Self-Défense: NCC women cadets have set up self-defence training for girls.

Gender equity promotion programmes

Title of the programme

Period (from-to)

Participants

Red ribbon programme by NSS

06.08.2022

80

44

Under age Marriage and adolescene period

28.11.2022

65

44

**Child Marriage and Effect in the society**

29.11.2022

55

42

**Awarness Programme on cyber crime and its effect**

30.11.2022

45

60

**Women empowerment and social status**

01.12.2022

50

55

File Description	Documents
Annual gender sensitization action plan	<a href="#">see the file attachment 7.1.2</a>
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	<a href="#">See the file attachment with 7.1.2</a>

**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/**

**B. Any 3 of the above**

**power efficient equipment**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**Solid waste management**

All the teaching ,nonteaching staff and students are encouraged to maintain proper waste management habits.

The college has placed bins marked as biodegradable and non-biodegradable. The collected waste is disposed off accordingly in pits.

We have signed a MOU with the Municipality authorities. Therefore, the accumulated wastematerials are finally collected and disposed off by the municipality staff.

**Liquid Waste Management:** The college has constructed an underground safety tank to collect chemical-mixed waste water of the laboratories. Sewage from the restrooms is directly discarded into the municipal drainage system.

**Hazardous chemicals and radioactive waste management**

The toxic effects of hazardous chemicals are minimised by restricted use of those chemicals in science laboratories. During the use of the chemicals, the college has assured to use apron, protective eyeglass and hand gloves. However, the college has also encouraged to follow semi-micro method for analysis purpose, in which the chemicals are used in small quantity.

**E-Waste management:** Various e-waste such as non-functional computers and other non-functional electric equipment are collected and stored in a designated roomfrom where toxic material cannot be released. However, damaged but repairable computers and expensive electronic equipmentare repaired and reused.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

**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** **B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** **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	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit** **A. Any 4 or all of the above**

**3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

**Our college has committees like the Grievance Redressal Cell and the Women Cell which deal with complaints irrespective of anyone's**

gender, caste or creed. Gushkara College has been proactive in sensitizing students to cultural, regional, linguistic, communal and socio-economic diversities . The College observes commemorative days like Independence Day, Republic Day, Youth Day (on the birth anniversary of Swami Vivekananda), Netaji Subhas Chandra Bose's birthday, and Rabindra Jayanti, Teachers day, Nabi dibas., Sarad utsav, Cultural competition ,and Basanta utsav, Laboratory day, Bigyan mela International mother Language day, International Yoga and so on. Ideals of communal harmony and tolerance as professed by our cultural icons are recalled and emphasized. Events such as Sports Meet, Freshers' Welcome and Social are organized annually, wherein students irrespective of their backgrounds, are encouraged to participate . Several departments organise field trips to acquaint students with diverse socio-cultural practices in our country. Community services undertaken by NCC and NSS play a vital role in promoting an all-inclusive environment. Every year a Tribal Mela is organized in the college premises by Government of West Bengal for which the college provides logistical support.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

Gushkara college has a huge student strength that is fruitfully employed to constitute a beneficial workforce for the betterment of the society. The teachers and non-teaching employees of the college are very much conscious of their social and constitutional obligations. They are dedicated to prepare the students for their academic career as well as turning them into responsible citizens. Students are acquainted with the rich variety of the Indian population - their languages, religions and cultures. Gushkara College organizes study tours for students under the guidance of both its teaching and non-teaching personnel. The students and employees of Gushkara College are well aware of their democratic rights and responsibilities. The college organizes blood donation camps in the campus once a year. Our Students participate in Mock Parliaments by which they learnt how an MLA or an MP should behave in the house, how to address the speaker, how to argue for and against a bill. This makes them aware of the duties and responsibilities of



an elected representative. The college believes that proper training during student life can make a learner suitable for being a responsible leader of the country.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff** C. Any 2 of the above

**4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

Gushkara College projects cultural vibrancy through the observance of several national and international commemorative days, events and festivals. The academic session begins with the celebration of our College Foundation Day (August 9), followed by the observance of the Independence Day, Republic day, Teachers' Day, Freshers' Welcome Ceremony and the Annual College Social. The latter two events are usually held in September and December respectively, while Youth Day is observed on the birth anniversary of Swami Vivekananda, and is

succeeded by occasions like Netaji's birthday and the Republic Day. Saraswati puja is celebrated sometime in January/ February while the Annual Sports marks the end of the winter season. Students celebrate Doljatra/Basanta utsav (in March) and the Bengali New Year's Day (in April) with pomp and gaiety. Teacher day celebration is organized by individual departments while Rabindra Jayanti and the death anniversary of Tagore are commemorated with fervour and respect. The institution facilitates positive interaction, bonding and growth of team spirit which are augmented by participation in other commemorative events as well such as Bhasha Divas, World Environment Day and International Yoga Day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### Best Practice 1

**Cultivating Empathy for the Underprivileged: An Annual Initiative by the Students of Gushkara Mahavidyalaya**

<http://www.gushkaramahavidyalaya.ac.in/images/uploads/Best%20Practice%201.pdf>

### Best Practice 2

**Promoting Women Education: Initiative to Encourage Regular Girl Student Users of the College Library**

<http://www.gushkaramahavidyalaya.ac.in/images/uploads/Best%20Practice%202.pdf>

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3 - Institutional Distinctiveness

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

The students of Gushkara Mahavidyalaya are encouraged to participate in various sports activities and release their unexpressed energy to facilitate their over all development. This way the college helps students to lead a happier and brighter life as participating in sports activities increases mental alertness, self-esteem and confidence. The Department of Physical Education is actively engaged in training of students in Sports and games and has produced many players of district, university and national level. Students of the Department regularly participate in inter-college tournaments such as football, handball, basket ball, kho-kho, Kabaddi, cricket and athletics. The alumni of the Department are working in different positions in the field of sports and other prestigious professions. During academic session 2022-23 we organized international day of Yoga on 21 June, 2023. Students of N.C.C. , N.S.S. and their programme officers participated in the event. The students of the nearby school also participated. We organized National Sports Day on 29 August, 2022. On that day a competition of football and volleyball was held in which teams from outside the college took part. Our women football team played against Sabuj Sangha Women Football team. This event can be considered to be a community development programme.

## 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

Gushkara Mahavidyalaya follows the curriculum designed by the affiliating university. For proper implementation of the curriculum, the college constitutes various committees like the Academic Sub-Committee which prepares an academic calendar before a new session. The Routine Sub-committee prepares a central routine which is then followed by the various departments to prepare their own departmental routines. In the routine, theoretical, tutorial, practical and also remedial classes are properly organized in order to give students scope for creative thinking and profitable learning within the framework of their syllabi.

All the departments regularly organize departmental meetings to distribute the syllabi among the teachers on the basis of faculty specialization. The teachers employ various methods in the teaching-learning process. The use of ICT enabled tools, specific field visits/study tours, seminars, talks, creative activities like poetry reading, drama enactment, and movie screening among other activities are continuously organized. The classrooms are equipped with projector for using multimedia displays in the teaching process. The availability of study materials are ensured by having a well-stocked central library as well as individual departmental libraries. Further, the college maintains a healthy and friendly environment for the students to learn, read and enquire about information and desire for knowledge.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

Following the Calendar of the University of Burdwan, IQAC and the Academic subcommittee prepare the Academic Calendar before

commencement of the new session. The tentative dates of Internal examinations and various activities like cultural competitions, observations of different days of national significance, sports etc. are included in the academic calendar. The probable dates of final University Examinations for the session 2022-23 has also been included in the academic calendar.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## **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**

**19**

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

### 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)

1

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

0

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

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

### 1.3 - Curriculum Enrichment

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

An affiliated college it follows the syllabi designed by the University of Burdwan in toto. The language courses, except for

the technical topics, viz. rhetoric, prosody, grammar etc., include gender analysis as part and parcel of their understanding of the subject. Environment in all its vicissitudes forms an important part of comprehension of the process of creativity. For the social science subjects, especially Economics, Geography and History, gender and environment are at the core of appreciation of the subject. Both the languages and social sciences courses are replete with sections of the syllabi which focuses on human values and its proactive role in the development of civilization. The life sciences courses with their topics (including practicals and projects) on life and ecology provide the students with knowledge essential for fathoming the complexities of environment and the need for sustainable development. Subjects such as Chemistry and Physics allude to environment and human values as they provide their students with the knowledge regarding the core principles of our natural existence. Accountancy through its syllabi indirectly inculcates the principles of professional ethics amongst its students. Moreover, the curriculum includes Environmental Studies for all students with its focus on environment and sustainability.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

6

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

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

1534

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 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	B. Any 3 of the above



File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**

**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="http://www.gushkaramahavidyalaya.ac.in/images/uploads/SSS%20NAAC%202022-2023.pdf">http://www.gushkaramahavidyalaya.ac.in/images/uploads/SSS%20NAAC%202022-2023.pdf</a>

## 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

2958

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

918

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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 learning levels of students who join Gushkara Mahavidyalaya are assessed from the beginning of the semester. The students come from different Boards/Councils and different socio economic backgrounds. Since adjoining areas of the college is primarily rural, a high percentage of the students are first generation learners. The process of assessment is based on class performance, performance in laboratory practical class (for Science students) and mid semester evaluations. The teachers of the departments become aware of the strengths and weaknesses of the students within one month from the beginning of the session. The college organizes special programmes for advanced learners and slow learners which are mentioned below.

- The departments conduct regular class tests.
- Special classes for the slow learners are arranged. Study materials are also provided by the teachers.
- Tutorial and remedial classes are taken regularly.
- All students are allowed to borrow books from departmental library.
- Advanced learners are encouraged to read additional reference books and e-books in addition to the text books.
- Advanced learners are encouraged to participate in various seminars, webinars and workshops so that they can listen to talks from the resource persons and can enhance their knowledge. They are also encouraged to participate in various academic events like Science Fairs/ Essay competition/quiz competition organized by the college and other Institutions.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
4130	38+37 (STATE AIDED COLLEGE TEACHER)

File Description	Documents
Any additional information	No File Uploaded

**2.3 - Teaching- Learning Process**

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

Faculties of Gushkara Mahavidyalaya adopt various student centric methods for students to inculcate latest skills, knowledge, attitude, values that mould their character in the proper manner. All departments undertake various innovative teaching strategies that arose creative ability, problem solving skills among the students. Teachers follow experiential learning process in which students learn by doing on their own. Faculties of this Institution organize various activities such as laboratory work, model design, workshop, student exhibition, field work, study visit etc in which students learn by experience and acquire desired skills. Faculties also undertake programs like group discussion, debate, brainstorming, mind game, role play, student seminar, student exhibition etc in which students activity participate and enhance their knowledge and skills. Subject related problem based various project works are assigned to the students that boost problem solving spirit among the students. This method is adopted in Physics, Mathematics subjects. Moreover, quizzes are conducted by concerned subject teachers so as to enhance problem solving attitude among the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The college has very good infrastructure and updated ICT tools

for effective teaching learning process. Each department of the college has one ICT enabled classroom, having laptop, LCD projector, screen and internet facility. The college has a separate smart classroom well equipped with ICT facilities. The Seminar Hall of the college where talks and lectures are arranged is also fully equipped with modern ICT facilities like LCD projector, screen, internet connection, microphones and speakers. Most of the teachers make power point presentation of the lectures in the class room for better understanding of the students. During the pandemic situation, teachers started taking online lectures through Google classrooms, Google Meet, Zoom, Skype and other online platforms. So students are familiar with the virtual platform. To make learning more interesting YouTube video lectures are also shared during pandemic time. Students are also encouraged to give seminars using power point presentations.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://www.gushkaramahavidyalaya.ac.in/images/uploads/4.1.3.1%20ICT%20enabled%20classrooms.pdf">http://www.gushkaramahavidyalaya.ac.in/images/uploads/4.1.3.1%20ICT%20enabled%20classrooms.pdf</a>

### 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

74

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

75

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

26

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

#### 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

541

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

#### 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.

In CBCS system, much importance is given to internal assessment. For every course paper of 6 credits, 15 marks is allotted for internal assessment. The performance of the students is continuously assessed in each semester through class tests, home assignments, presentations, viva voce etc. The norms prescribed by the University to which the college is affiliated regarding internal assessment is followed strictly. The college has an Examination coordination cell, which organizes the internal assessment of all the semesters. Marks are also allotted for regular attendance of the students. The examined answer scripts are shown to the students. They could understand their mistakes and are advised how to rectify the mistakes. The students are encouraged to discuss their doubts with the concerned teachers. For each semester, two internal assessments are conducted per course. The schedule, duration, question pattern and syllabus are explained to the students before the internal assessment. If any student was absent during class test for a medical/valid reason and submits an application with proper documents, a separate examination date is arranged for the absentee student.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The college strictly follows the guidelines of the University regarding examination. At the end of each semester, the final examination is conducted by Burdwan University. Internal examination related grievances, if any, are dealt with utmost care. The mode of internal assessment includes written class tests, assignments, seminars and viva-voce. As the answer scripts of the class tests shown to the students, they can understand their mistakes. The assignments are also checked and returned to the students. If they have any queries regarding evaluation process, they can clear their doubts with the concerned examiners. The notice giving the detailed schedule of the internal examination is uploaded in the college website 7-10 days prior to the examination. The evaluation process is completed within 10 days of the examination. The internal assessment is completed before the form fill up date of final examination. The marks of internal assessment are uploaded to the college portal by the Marks Capturing Cell of the college. The entries are cross

checked. In this year there is no major grievances regarding internal assessment.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

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

Gushkara Mahavidyalaya follows the curriculum designed by Burdwan University. The PO and CO for all the courses are prepared by the concerned teachers and uploaded in the college website. In Gushkara Mahavidyalaya, there are 15 programmes in UG Hons. Level, 3 UG General programmes and 1 post graduation programme. From the day of commencement of classes, the teachers explain the course structure and CO PO of the courses they have enrolled. The courses are so designed that the students can learn and understand the basic concepts and skills related to the subject. The Career Counselling cell of the college organizes seminars and workshops for job opportunities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://gushkaramahavidyalaya.ac.in/images/uploads/Course%20Outcome%20-%20Programme%20Outcome.pdf">https://gushkaramahavidyalaya.ac.in/images/uploads/Course%20Outcome%20-%20Programme%20Outcome.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The attainment of the programme outcome and course outcome of the courses are determined by the final results or grade points obtained by the students. The results are recorded in the department and are discussed in the meeting of Academic Sub Committee. The department also records students' progression to higher studies and their job placement after graduating from the college. The feedback report from the students are also collected and analysed by IQAC for attainment of CO& PO.

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

### 2.6.3 - Pass percentage of Students during the year

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

938

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

<http://www.gushkaramahavidyalaya.ac.in/images/uploads/SSS%20NAAC%202022-2023.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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



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

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

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

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

### 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

6

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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**

11

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**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**

11

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**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

The college organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their taken as a holistic development. The college runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities like Dengue Awareness , Seminar on "Child Marriage and its effects on society" , tree plantation , The Empowerment of Women" , Garlanding on the picture Swami Vivekananda and the importance of Special Camp etc.

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

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

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

4

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 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

40

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 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

1886

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

10

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## 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.

Gushkara Mahavidyalaya has three campuses - the Academic Campus, the Hostel Campus, and the Quarters Campus. The Academic Campus possesses a composite building with its own resources including a solar power grid and a generator. The Academic Campus is divided into six blocks: The Central Block - comprises of the Principal's Chamber, College Offices for both Day and Morning Section, IQAC room, Bursar room, Teachers' room, Departments of Bengali, Physics, Chemistry, Zoology, History, Commerce, Computer laboratory, Central Library, Library for Morning Section, Seminar room, Generator room, College Canteen and thirteen lecture rooms

The Najrul Block - comprises of Departments of Botany, English, Sanskrit, Women day care centre, Girls' Common room, and of eight lecture rooms. The Tarashankar Block - includes Departments of Philosophy, Political Science, Geography, Nutrition, Music, Virtual classroom and six classrooms. The NRSC Block - accommodates the Departments of Mathematics, Economics, Physical Education, NCC office, NSS office, Students' meeting room, Boys' Common room and three classrooms.

The Rakhahari Bakshi Block comprises of one classroom, Yoga centre, Multi Gym and Rakhahari Bakshi Mancha.

Hostel Campus consists of two separate buildings, one Boys' Hostel and one Girls' Hostel.

Quarter Campus consists of seven staff quarters and one Guest House.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.gushkaramahavidyalaya.ac.in/images/uploads/4.1.1%20Physical%20and%20Academic%20Infrastructure_compressed.pdf">http://www.gushkaramahavidyalaya.ac.in/images/uploads/4.1.1%20Physical%20and%20Academic%20Infrastructure_compressed.pdf</a>

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

The college possesses its own football ground, basketball ground, volleyball ground, badminton ground, handball ground, kabaddi ground, kho kho ground and jumping pit total covering area about nine thousand five hundred square meters. Sports equipment for both indoor and outdoor games is available in the Physical Instructor's room. The Annual Sports Meet is arranged successfully every year. There is a Multi Gym in our college where interested students get chance to practice regularly both in the morning and afternoon. The College runs a Yoga centre which now trains nine participants. The Cultural programmes are organized by the students of the college on special occasions, e.g., Freshers' Welcome ceremony, celebration of Independence Day, Republic Day, Netaji Subhas Chandra Bose's birthday, Teachers' Day, Bhasha divas, Rabindra Jayanti, Saraswati Puja and so on. Cultural competition is arranged by the students and judged by the college teachers. Prizes are awarded to successful competitors in the Annual social. In the Annual Social our students perform various cultural events and renowned artist(s) is also invited each year.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.gushkaramahavidyalaya.ac.in/images/uploads/4.1.2%20Sports,Yoga%20and%20Cultural%20activities.pdf">http://www.gushkaramahavidyalaya.ac.in/images/uploads/4.1.2%20Sports,Yoga%20and%20Cultural%20activities.pdf</a>

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

32	
<b>4.1.3.1 - Number of classrooms and seminar halls with ICT facilities</b>	
14	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.gushkaramahavidyalaya.ac.in/images/uploads/4.1.3.1%20ICT%20enabled%20classrooms.pdf">http://www.gushkaramahavidyalaya.ac.in/images/uploads/4.1.3.1%20ICT%20enabled%20classrooms.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>
<b>4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)</b>	
<b>4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)</b>	
21.16	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>
<b>4.2 - Library as a Learning Resource</b>	
4.2.1 - Library is automated using Integrated Library Management System (ILMS)	
<p>The Library has three-storied premises of its own. The total area is 45,000sq. ft.</p> <p>The Library has a rich collection of over 37,000 books which includes both the text and the reference books. It subscribes to seven journals and fourteen magazines and newspapers together.</p>	

The holdings of the Central Library mainly includes text books, reference books, reference tools, few reports, journals, magazines, employment gazettes and few CDs.

Besides this, the college is a member of NLIST through which the members can access the e-journals and e-books included in it and also the 6.00,000 e-books of NDL.

#### Library Automation

The Library is partially automated using the Koha Library Management Software. The entire collection of books has been uploaded in the database of the software. Originally, the 15.11 version of the software was installed in 2016. It has been upgraded to 21.05 version in September 2021. The users can retrieve their required books through the OPAC of Koha with the help of the terminals through LAN. The circulation is partially automated since only the employees and the Post Graduate students are checked out the books through the Circulation Module of the Software.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="#">NIL</a>

**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	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)****Rs 37867.00**

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

**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****17**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The college provides internet access to all faculty members across all Departments for academic purposes. Academic Departments are provided with a minimum of one desktop computer and one laptop computer. All academic departments and the college office have a copy of antivirus software for security purposes. The College office, the principal's chamber, and the Central Library of the college have internet access. There is Wi-Fi accessibility across the campus. LED projectors are provided to academic departments for use in teaching. Computers that are no longer in use are replaced with new ones. Obsolete computers in the Laboratory of Geography, the Laboratory of both Mathematics and Commerce, and a few other departments are replaced with new ones. The Central Library of the college is equipped with KOHA LMS for academic purposes. Two computers in the Central Library are devoted to students for searching of OPAC.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**4.3.2 - Number of Computers**

90

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

**4.3.3 - Bandwidth of internet connection in the Institution**

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

**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)**

3.15

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

Our college tries its best to provide better physical and support facilities to students and staff members. Each financial year requisitions are invited from IQAC, different laboratory-based academic departments, games and sports department, library subcommittee. All departments submit their judicious requisition lists to college authority. Building subcommittee submit their proposals for maintenance of present physical infrastructure and necessary upgradation of the present ones. A consolidated budget is prepared and approved by the Governing Body. Then following the standard purchase procedures equipments of different laboratories, computers, books and journals, major sports goods, drinking water machines etc are procured. Construction works are implemented with proper and regular supervision of professional engineers and experienced internal staff members of the college. Members of computer subcommittee and asset management subcommittee are promised to arrange the maintenance of computers, generator(s), drinking water machines, plumbing works etc. Honours students are encouraged to deliver short seminar lectures through PowerPoint presentations using LCD projectors. Sports complex and multigym are maintained by physical education department. A casual gardener is appointed for weeding, planting pruning and watering as well as the general maintenance of the gardens and greenery of our beloved campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NIL</a>

## 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

4305

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

### 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

Nil

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

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

D. 1 of the above

File Description	Documents
Link to institutional website	<a href="https://camsguskaramahavidyalaya.in/Alumni/Otheradmission.aspx">https://camsguskaramahavidyalaya.in/Alumni/Otheradmission.aspx</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

42

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

42

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

**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**

30

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**5.2.2 - Number of students progressing to higher education during the year****5.2.2.1 - Number of outgoing student progression to higher education**

126

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**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**

19

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

3

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

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 )

The student council plays a crucial role in representing the interests and concerns of students on academic and administrative bodies within colleges. Through various activities and initiatives, the student council acts as a bridge between the student body and the college administration, ensuring that students have a voice in decision-making processes.

The student council engages in a wide range of activities aimed at improving the overall college experience for students. One of the primary roles of the council is to advocate for student interests, whether it's through organizing events, addressing student concerns, or proposing new initiatives. They act as a liaison between students and the college administration, conveying student feedback and suggestions. By actively representing the student body, the council helps ensure that the college administration remains aware of the needs and aspirations of the students they serve.

Even though student union elections are closed for six years today, students help us in all events. They lend a helping hand especially during Saraswati Puja annual sports and cultural events and different committees. Students are called in the meeting of sports, admission to inform them about all the issues. College students are everything. No event can be complete without them.

File Description	Documents
Paste link for additional information	<a href="http://www.gushkaramahavidyalaya.ac.in/">http://www.gushkaramahavidyalaya.ac.in/</a>
Upload any additional information	No File Uploaded

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

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

21

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

### 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 have non registered allumni association(Purbita) in our college butcontributes in different activities of our college.

The association periodicallyconduct some relevant and meaningful events for the alumni associationin order to increase the engagement and build a good connect with the allumni.

Once the association decides to conduct an event, the next big thing is deciding what kind of event to keep and how it could be different from the events conducted in the past.

We have already started the process of registration of our allumni association.and open a bank account in the name of the allumni and all future donations will be deposited in that



account .

File Description	Documents
Paste link for additional information	<a href="http://www.gushkaramahavidyalaya.ac.in/">http://www.gushkaramahavidyalaya.ac.in/</a>
Upload any additional information	No File Uploaded

<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>E. &lt;1Lakhs</b>
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File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

#### Vision of the Institution

To emerge as the leading academic institution in the region where knowledge and skills complement each other and competence leads to confidence with sustainability among the students.

#### Mission of the institution

Bringing the fruits of higher education to the students of this agrarian belt comprising first generation learners, students of reserved categories and minorities is the mission of the institution.

To open courses and introduce new subjects for the advancement of students and the society as a whole.

To open opportunities for the elderly persons also, along with the youths, to learn various skills and develop and increase knowledge in various branches of arts and science, in tune with the endeavour of the government and guidelines of the University Grants commission.

Shifting from conventional curriculum to a more dynamic and learner-friendly system of curricular choices in response to

**social needs**

Enhancing the competence and skills of the learners towards achieving excellence

To stay in the path of decentralization and participative management system in governance.

To open more post graduate courses so that the local community, as well as the young generation of the society, get easy access to higher education.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The Institute practices decentralization and participative management. Before implementation of any important measure related to college infrastructure development, introduction of new courses, budget allocation to various activities of the college the Principal discusses it with the different stake holders like teaching, non-teaching staff, students' alumnus in meetings, and thereafter funds are mobilized and decisions are taken. All important decisions are taken after frequent consultation with the College Governing Body and the stake holders.

The administrative section has been decentralized. Different Committees and sub-committees have been formed for the smooth functioning of academic and administrative works of the institution. The committees look after the growth and development of the institution, increase facilities for the students, and above all steady development of the learning-learning process and creating better environment for it.

Principal follows up with parents of defaulters in attendance. Regular interaction with the representative of the student council is a practice of the administration and the teachers in this college. It helps to understand the students' psychology, aspiration and problems in a better way. In formulating various policies to improve the quality of academic and administrative

affairs, development of the college, opinion of the students is given due weightage.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

### Curriculum Development-

Participation of teachers in workshops offering healthy suggestions for updating curricula of UG and PG.

Involving Students in Project works and group discussions.

Holding academic excursions beyond curricula.

Continuous Internal Assessment UG and PG

### Teaching and Learning:

Regular use of ICT in classrooms along with conventional method of teaching have make learning easy for the students.

Field surveys and field trips are carried by some departments to make students learn from the real-life situation.

Traditional and modern equipment are used by the teachers.

### Examination and Evaluation:

All year-round evaluation through class tests, tutorials, student seminars/presentations keeps the students in touch with their subject.

The Research Cell holds regular meetings and programmes to broaden the academic perspectives through presentations of research conducted by faculty.

Library of the college is partially automated with KOHA SOFTWARE.

Computerised.e-books and e-journals are accessed through INFLIBNET- N-LIST consortium.Reading room facility available for all.A separate journoul section is present. Departmental seminar Libraries exist .

#### Admission of Students

The admission procedure at undergraduate level was completely online.Centralized admission was followed for admission to PG courses in University as well as in affiliated colleges.

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

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

Governing body of the college is the highest authority.President of the G.B.is appointed by the dept. of Higher Education,Principalacts as the ex-officio Secretary of the GB. The College follows the rules and regulations of the UGC,The Department of Higher Education,Govt. of West Bengal and the affiliating University of Burdwan. Teaching and non teaching staffs are recruited by the G.B on the recomendation of the West Bengal College Service Commission, the service rule of the state government are strictly followed.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="http://www.gushkaramahavidyalaya.ac.in/images/uploads/ORGANOGRAM%20OF%20THE%20COLLEGE%202022-23.pdf">http://www.gushkaramahavidyalaya.ac.in/images/uploads/ORGANOGRAM%20OF%20THE%20COLLEGE%202022-23.pdf</a>
Upload any additional information	No File Uploaded

**6.2.3 - Implementation of e-governance in**

**B. Any 3 of the above**

**areas of operation Administration Finance  
and Accounts Student Admission and  
Support Examination**

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

**Welfare schemes available for teaching & nonteaching staff**

**government schemes:**

- Provident Fund
- Gratuity
- Earned leave encashment.
- Project grants and support for Hosting seminars, conferences, and workshops within the campus.
- Additional research grant for research/project.
- group Insurance
- Employees cooperative society
- Residential quarters on the campus
- Child care leave
- maternity leave
- paternity leave.
- health insurance for non-teaching staff

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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**

00

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

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

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

00

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

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

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

06	
File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>
6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff	
<p>Guskara Mahavidyalaya has thirty eight full time faculty members including honourable Principal Sir, and thirty- seven SACT, most of whom are young and newly appointed. The faculty members are very much engaged in enhancing their academic performances as reflected by a significant number of publications in different journals and huge attendance in different national and international seminars and webinars every year, apart from their routine duties of giving lectures, setting question papers, invigilation, answer-script evaluation, and so on. The College has a self-appraisal diary that comprises of class routine with day-to-day timing of classes in tabular form, list of holidays and personal details. These self- appraised performances are taken into account for the promotion of the individual teacher and his/ her subsequent placement for the next grade/scale of pay. At the time of promotion of the non- teaching staff, the concerned appraisal report is scrutinised by the committee set up by the Governing Body and the nominees of the Higher Education Department and the University of Burdwan. The institution also collects feedback from the students, alumni, teaching staff, and other stake holders regarding their performances and appraises them accordingly as and when required.</p>	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**6.4 - Financial Management and Resource Mobilization**

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

The institution conducts Audits both internal external regularly at the end of every financial year to prepare financial statements which show income and expenditure such as staff salary, special fees, accounts, UGC and other grants, nonsalary benefits. In accordance with the ordinance of the University and the Constitution of the College, the day-to-day finances are managed by the Bursar of the College in consultation with the Principal. The overall supervision of the finances of the College is done by the Bursar and the Accountant on a periodical basis. External Audit Financial audit of the College is done by the government agencies at regular intervals. Audit of committee-fund like NSS is also done in every financial year, by external agency. Reports of statutory audits was sent to the University and the UGC, following due procedures.

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

**6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)****6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

00

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

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



The college follows democracy and transparency for the proper use of funds received as grant from UGC, RUSA, State Government, or from any other sources. The college also started to generate its own fund department of zoology very recently initiated aquaculture in college pond, College gymnasium are open for local people with a nominal subscription. Timber yielding plants, such as Teak, Shisoo, Acasia, Mehogini are planted in the college campus at regular interval.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

1. IQAC initiated Green Audit 2. Initiated Academic Audit 3. Organized International Seminar on Sports Science and Biological Science 4. Arranged Health checkup camp

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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 IQAC has taken a leading role to ensure quality education and strengthen the culture of effective education by -

Encouraging teachers to deliver the best in teaching learning process.

Encouraging innovative methods in the field of work. Identifying

benchmarks.

Setting up goals and reach them in all sphere of education.  
Introducing best practices.

Ensure online examinations as per the instruction of the  
affiliating University.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

**Safety and security:** The whole premise has been guarded by walls and is also well lit and is under CCTV surveillance .

**Gender friendly amenities:** Two common rooms are available for female students with attached toilets . There are a sanitary napkin vending machine. Separate toilets for women teaching and non-teaching staff are also available on the campus.

**Awareness campaign:** The college promotes engaging openly with the topic of gender equality through several seminars and awareness campaigns.

**Counselling programme:** Women teachers regularly counsel female students about gender issues. The Career Counselling Cell specifically addresses the needs of girl students. There are boxes installed in the campus for collection of written statements about grievances.

**Sexual harassment prevention cell:** A sexual harassment prevention unit has been set up. **Self-Défense:** NCC women cadets have set up self-defence training for girls.

**Gender equity promotion programmes**

**Title of the programme**

**Period (from-to)**

**Participants**

**Red ribbon programme by NSS**

**06.08.2022**

**80**

**44**

**Under age Marriage and adolescene period**

**28.11.2022**

65

44

Child Marriage and Effect in the society

29.11.2022

55

42

Awarness Programme on cyber crime and its effect

30.11.2022

45

60

Women empowerment and social status

01.12.2022

50

55

File Description	Documents
Annual gender sensitization action plan	<a href="#">see the file attachment 7.1.2</a>
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	<a href="#">See the file attachment with 7.1.2</a>

**7.1.2 - The Institution has facilities for**

**B. Any 3 of the above**

**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**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

#### **Solid waste management**

All the teaching ,nonteaching staff and students are encouraged to maintain proper waste management habits.

The college has placed bins marked as biodegradable and non-biodegradable. The collected waste is disposed off accordingly in pits.

We have signed a MOU with the Municipality authorities. Therefore, the accumulated wastematerials are finally collected and disposed off by the municipality staff.

**Liquid Waste Management:** The college has constructed an underground safety tank to collect chemical-mixed waste water of the laboratories. Sewage from the restrooms is directly discarded into the municipal drainage system.

#### **Hazardous chemicals and radioactive waste management**

The toxic effects of hazardous chemicals are minimised by restricted use of those chemicals in science laboratories. During the use of the chemicals, the college has assured to use apron, protective eyeglass and hand gloves. However, the college has also encouraged to follow semi-micro method for analysis purpose, in which the chemicals are used in small quantity.

**E-Waste management:** Various e-waste such as non-functional computers and other non-functional electric equipment are collected and stored in a designated roomfrom where toxic

material cannot be released. However, damaged but repairable computers and expensive electronic equipment are repaired and reused.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

<b>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</b>	<b>A. Any 4 or all of the above</b>										
<table border="1"> <thead> <tr> <th data-bbox="102 441 547 506">File Description</th> <th data-bbox="547 441 1436 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="102 506 547 647">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="547 506 1436 647">No File Uploaded</td> </tr> <tr> <td data-bbox="102 647 547 748">Certification by the auditing agency</td> <td data-bbox="547 647 1436 748"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="102 748 547 851">Certificates of the awards received</td> <td data-bbox="547 748 1436 851">No File Uploaded</td> </tr> <tr> <td data-bbox="102 851 547 916">Any other relevant information</td> <td data-bbox="547 851 1436 916">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	No File Uploaded	Certification by the auditing agency	<a href="#">View File</a>	Certificates of the awards received	No File Uploaded	Any other relevant information	No File Uploaded	
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Certification by the auditing agency	<a href="#">View File</a>										
Certificates of the awards received	No File Uploaded										
Any other relevant information	No File Uploaded										
<b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b>	<b>C. Any 2 of the above</b>										
<table border="1"> <thead> <tr> <th data-bbox="102 1471 547 1536">File Description</th> <th data-bbox="547 1471 1436 1536">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="102 1536 547 1637">Geo tagged photographs / videos of the facilities</td> <td data-bbox="547 1536 1436 1637"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="102 1637 547 1778">Policy documents and information brochures on the support to be provided</td> <td data-bbox="547 1637 1436 1778">No File Uploaded</td> </tr> <tr> <td data-bbox="102 1778 547 1919">Details of the Software procured for providing the assistance</td> <td data-bbox="547 1778 1436 1919">No File Uploaded</td> </tr> <tr> <td data-bbox="102 1919 547 1984">Any other relevant information</td> <td data-bbox="547 1919 1436 1984">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photographs / videos of the facilities	<a href="#">View File</a>	Policy documents and information brochures on the support to be provided	No File Uploaded	Details of the Software procured for providing the assistance	No File Uploaded	Any other relevant information	No File Uploaded	
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Geo tagged photographs / videos of the facilities	<a href="#">View File</a>										
Policy documents and information brochures on the support to be provided	No File Uploaded										
Details of the Software procured for providing the assistance	No File Uploaded										
Any other relevant information	No File Uploaded										
<b>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e.,</b>											

tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Our college has committees like the Grievance Redressal Cell and the Women Cell which deal with complaints irrespective of anyone's gender, caste or creed. Gushkara College has been proactive in sensitizing students to cultural, regional, linguistic, communal and socio-economic diversities. The College observes commemorative days like Independence Day, Republic Day, Youth Day (on the birth anniversary of Swami Vivekananda), Netaji Subhas Chandra Bose's birthday, and Rabindra Jayanti, Teachers day, Nabi dibas., Sarad utsav, Cultural competition, and Basanta utsav, Laboratory day, Bigyan mela International mother Language day, International Yoga and so on. Ideals of communal harmony and tolerance as professed by our cultural icons are recalled and emphasized. Events such as Sports Meet, Freshers' Welcome and Social are organized annually, wherein students irrespective of their backgrounds, are encouraged to participate. Several departments organise field trips to acquaint students with diverse socio-cultural practices in our country. Community services undertaken by NCC and NSS play a vital role in promoting an all-inclusive environment. Every year a Tribal Mela is organized in the college premises by Government of West Bengal for which the college provides logistical support.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

Gushkara college has a huge student strength that is fruitfully employed to constitute a beneficial workforce for the betterment of the society. The teachers and non-teaching employees of the college are very much conscious of their social and constitutional obligations. They are dedicated to prepare the students for their academic career as well as turning them into responsible citizens. Students are acquainted with the rich variety of the Indian population - their languages, religions and cultures. Gushkara College organizes study tours for students under the guidance of both its teaching and non-teaching



personnel. The students and employees of Gushkara College are well aware of their democratic rights and responsibilities. The college organizes blood donation camps in the campus once a year. Our Students participate in Mock Parliaments by which they learnt how an MLA or an MP should behave in the house, how to address the speaker, how to argue for and against a bill. This makes them aware of the duties and responsibilities of an elected representative. The college believes that proper training during student life can make a learner suitable for being a responsible leader of the country.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

Gushkara College projects cultural vibrancy through the observance of several national and international commemorative days, events and festivals. The academic session begins with the celebration of our College Foundation Day (August 9), followed by the observance of the Independence Day, Republic day, Teachers' Day, Freshers' Welcome Ceremony and the Annual College Social. The latter two events are usually held in September and December respectively, while Youth Day is observed on the birth anniversary of Swami Vivekananda, and is succeeded by occasions like Netaji's birthday and the Republic Day. Saraswati puja is celebrated sometime in January/ February while the Annual Sports marks the end of the winter season. Students celebrate Doljatra/Basanta utsav (in March) and the Bengali New Year's Day (in April) with pomp and gaiety. Teacher day celebration is organized by individual departments while Rabindra Jayanti and the death anniversary of Tagore are commemorated with fervour and respect. The institution facilitates positive interaction, bonding and growth of team spirit which are augmented by participation in other commemorative events as well such as Bhasha Divas, World Environment Day and International Yoga Day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### Best Practice 1

**Cultivating Empathy for the Underprivileged: An Annual Initiative by the Students of Gushkara Mahavidyalaya**

<http://www.gushkaramahavidyalaya.ac.in/images/uploads/Best%20Practice%201.pdf>

**Best Practice 2**

**Promoting Women Education: Initiative to Encourage Regular Girl Student Users of the College Library**

<http://www.gushkaramahavidyalaya.ac.in/images/uploads/Best%20Practice%202.pdf>

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.3 - Institutional Distinctiveness**

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

The students of Gushkara Mahavidyalaya are encouraged to participate in various sports activities and release their unexpressed energy to facilitate their over all development. This way the college helps students to lead a happier and brighter life as participating in sports activities increases mental alertness, self-esteem and confidence. The Department of Physical Education is actively engaged in training of students in Sports and games and has produced many players of district, university and national level. Students of the Department regularly participate in inter-college tournaments such as football, handball, basket ball, kho-kho, Kabaddi, cricket and athletics. The alumni of the Department are working in different positions in the field of sports and other prestigious professions. During academic session 2022-23 we organized international day of Yoga on 21 June, 2023. Students of N.C.C. , N.S.S. and their programme officers participated in the event. The students of the nearby school also participated. We organized National Sports Day on 29 August, 2022. On that day a competition of football and volleyball was held in which teams from outside the college took part. Our women football team played against Sabuj Sangha Women Football team. This event can be considered to be a community development programme.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

- We intend to construct a separate administrative building that would be used for the purpose of promoting distance education through Netaji Subhas Open University.
- We are planning to construct a special toilet block for disabled students.
- To make our campus convenient for disabled students, we will build more ramps.
- We are planning to organize vocational training for the local tribal community – particularly women. This will be arranged in collaboration with NGOs.
- We intend to generate resource by utilizing unused spaces or infrastructure of the college.
- Following NEP guidelines, we will encourage our students to take up online examinations .
- To enhance the academic atmosphere of our college, we will in future organize national and international conferences.
- We will undertake initiatives to identify slow learners and design specific programmes for them.
- Another objective is to introduce Honours course in the Department of Music.
- We intend to initiate a new department in the subject Santhali.
- We will organize regular health check-up camps for all stakeholders.
- Recognizing that water resource management is a top environmental priority, we wish to introduce an efficient system of rain water harvesting and ground water recharging.