



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

1. Name of the Institution	GURUDAS COLLEGE
Name of the head of the Institution	DR. MAUSUMI CHATTERJEE
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	+913323703841
Mobile no.	9830302408
Registered Email	principal@gurudascollege.edu.in
Alternate Email	contact@gurudascollege.edu.in
Address	1/1, SUREN SARKAR ROAD, NARKELDANGA

City/Town	KOLKATA
State/UT	West Bengal
Pincode	700054
<b>2. Institutional Status</b>	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	MS. TRIPARNA MAJUMDER
Phone no/Alternate Phone no.	+913323639077
Mobile no.	9830597192
Registered Email	iqac.gurudas@gmail.com
Alternate Email	triparnamajumder@gurudascollege.edu.in
<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.gurudascollege.edu.in/i-q-a-c/">http://www.gurudascollege.edu.in/i-q-a-c/</a>
<b>4. Whether Academic Calendar</b>	Yes

prepared during the year	
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="http://www.gurudascollege.edu.in/iqac/aqar2018_19/academic_calender_2018.pdf">http://www.gurudascollege.edu.in/iqac/aqar2018_19/academic_calender_2018.pdf</a>

### 5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	78.5	2004	08-Jan-2004	07-Jan-2009
2	B	2.87	2011	27-Mar-2011	26-Mar-2016

6. Date of Establishment of IQAC	21-Jan-2004
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Self Appraisal Report of Teachers	01-Jul-2018 365	76
Workshop on e-governance in College Administration, Resource Person: M/s Infotech Laboratory	10-May-2019 1	19
Workshop on Management Skill in Office: Planning and Implementation,	11-	19

Resource Person: M/s Infotech Laboratory	May-2019 1	
Workshop on Stress Management and Personality Development, Resource Person: Mallika Banerjee, Former Professor, University of Calcutta	27-May-2019 1	110
Teachers Training Programme on Preparation of NAAC Accrediation, Resource Person: Swami Shastrajanandaji Maharaj, Principal, Ramakrishna Vidyamandira, Belur Math	08-Jun-2019 1	39
Workshop on Intellectual Property Rights, Resource Person: Dr. S.K. Mitra, CIPR, Director, Adamas University	22-Jun-2019 1	59
Workshop on Blooms Taxonomy, Resource Person: Dr. S. Nag, Principal, Satya Education	22-Jun-2019 1	45
Workshop on Research Methodology, Resource Person: Prof. A Basu, ISI, Kolkata	24-Jun-2019 1	39

**8. Provide the list of Special Status conferred by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Ruma Ray	Major project	Science & Technology and Biotechnology Department, Govt. of West Bengal	2018 3	494830
Dr. Mitu De	Minor project	West Bengal Biodiversity Board	2018 2	157000
Institution	RUSA	MHRD, GoI	2018 1	3000000

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<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	<b>Yes</b>
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	<b>11</b>
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	<b>Yes</b>
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>	

Teachers' Training Programme Academic Auditing Processing of CAS Papers Feedback from Stakeholders Seminars for Knowledge Generation and Production

[View File](#)

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

Plan of Action	Achivements/Outcomes
Career Fair	Done
Workshop on e-governance in College Administration	Done
Workshop on Management Skill in Office: Planning and Implementation	Done
Workshop on Stress Management and Personality Development	Done
Teachers' Training Programme on Preparation of NAAC Accrediation	Done
Workshop on Intellectual Property Rights	Done
Workshop on Bloom's Taxonomy	Done
Workshop on Research Methodology	Done

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body, Gurudas College	09-Aug-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it

No

to assess the functioning ?	
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	28-Feb-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Gurudas College maintains MIS to support its academic program and administrative operations. Here, IT resources are currently provided to all bonafide students of the college as well as teaching faculty and supporting staff. The College seeks to ensure the integrity of IT resources made available to the community to prevent disruption to academic and administrative requirements. The college has a LAN through which students, teachers and supporting staff can access the current database of students, their academic performance as also other academic query. Users of IT resources of Gurudas College have the responsibility to protect the confidentiality of the information to which they have access. Students and other users are expected to access IT resources to which they have authorization and are required to protect the privacy of passwords to prevent access by unauthorized users. All users are prohibited from using IT resources in a manner that is construed by another as hateful, threatening or harassing. Information Technology resources refer to all computers and communication facilities, service and resources including but not limited to networking devices, email service, wireless devices and any associated peripherals and software that are owned, managed maintained by Gurudas College.</p>

## Part B

### CRITERION I - CURRICULAR ASPECTS

#### 1.1 - Curriculum Planning and Implementation

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

The college is affiliated to the University of Calcutta and abides by the university prescribed curriculum of 1+1+1 system and the Choice Based Credit System (CBCS), which was introduced in the academic year 2018-19 in undergraduate and postgraduate courses. The institution is committed to effectively delivering the prescribed curricula in a systematic manner and the following actions have been taken to ensure the same: i) Institutional Calendar: In addition to the University Academic Calendar, the institutional calendar is prepared giving academic and administrative details, such as commencement of session, number of working and teaching days, list of holidays, probable dates of Internal Assessments, Tutorial examinations (Project and Viva- Voce), semester evaluations, University and college examinations. The above details are displayed on the notice boards and on the College Website. ii) Prospectus: The prospectus introduces the students to the vision, mission and goals of the institution. It provides detailed information regarding the eligibility criteria and procedure for admission. iii) Time Table: The time-table drafted by a designated routine committee specifies the allocated slots for theory, practical, tutorial and remedial classes taken by the respective teachers. Suitable slots are also kept for Departmental talk, students' seminars, conferences and library hours. iv) Attendance Register: The registers are maintained to keep a record of the attendance of students in theory, practical, tutorial and remedial classes of both honours and general programmes. This helps in documenting the monthly attendance of the students which is later displayed on the respective Departmental notice boards. v) Effective distribution and completion of syllabus: The IQAC requests the teachers to submit teaching plans along with the implementation report of the previous session/semester to record the extent of syllabus covered within the stipulated time.. vi) ICT: There are six classrooms which are ICT enabled including one room with lecture capturing facility. This facilitates the teaching-learning process and makes it entertaining while recording classroom lectures for future reference. vii) Orientation and Evaluation: To ensure continuous internal assessment the Departmental teachers regularly interact with students evaluating them orally and through written class tests. The college expands the learning horizon of the students by going beyond the curricular framework by regularly organizing Departmental seminars, excursions, book exhibitions and putting up wall magazines. viii) Library: The college has one Central and fourteen Seminar libraries. Besides, the Departments of Bengali, Physics and Zoology have



separate libraries for their postgraduate students. The fully air-conditioned Central Library covers an area of 3000 sq. ft. (approx.) and contains a total number of 45018 books and 25 journals. ix) Miscellaneous: The college allows the teachers to attend the Orientation Programmes, Refresher and other Short Term Courses/ Workshops with a view to upgrade their knowledge base in order to aid the process of curriculum delivery.

#### 1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Basics of Photography	NIL	24/09/2018	36	Journalism and Mass Communication, Wild life and Nature Photography, Photography of different social ceremonies etc.	Enhancement of photography skill

#### 1.2 - Academic Flexibility

##### 1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	PHILOSOPHY	01/07/2018

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MSc	PHYSICS	01/07/2018
MSc	ZOOLOGY	01/07/2018
BA	BENGALI	01/07/2018
BA	ENGLISH	01/07/2018
BA	HISTORY	01/07/2018
BA	JOURNALISM AND MASS COMMUNICATION	01/07/2018
BA	PHILOSOPHY	01/07/2018
BA	POLITICAL SCIENCE	01/07/2018
BA	SANSKRIT	01/07/2018

BA	SOCIOLOGY	01/07/2018
BSc	BIOCHEMISTRY	01/07/2018
BSc	BOTANY	01/07/2018
BSc	CHEMISTRY	01/07/2018
BSc	COMPUTER SCIENCE	01/07/2018
BSc	ECONOMICS	01/07/2018
BSc	MATHEMATICS	01/07/2018
BSc	MICROBIOLOGY	01/07/2018
BSc	PHYSICS	01/07/2018
BSc	ZOOLOGY	01/07/2018
BCom	ACCOUNTANCY	01/07/2018
BA	GENERAL	01/07/2018
BSc	GENERAL	01/07/2018
BCom	GENERAL	01/07/2018
MA	BENGALI	01/07/2018

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

	Certificate	Diploma Course
Number of Students	69	0

## 1.3 - Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
1. MODERN OFFICE MANEGEMENT	01/07/2018	10
2. CSIR UGC NET TUTORIAL CLASS	15/04/2019	54
3. AUDIO VISUAL PRODUCTION	01/06/2019	70

### 1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	BENGALI	111

BA	ENGLISH	83
BA	HISTORY	65
BA	JOURNALISM AND MASS COMMUNICATION	56
BA	PHILOSOPHY	15
BA	POLITICAL SCIENCE	70
BA	SANSKRIT	5
BA	SOCIOLOGY	7
BSc	BIOCHEMISTRY	30
BSc	BOTANY	71
BSc	CHEMISTRY	39
BSc	COMPUTER SCIENCE	31
BSc	ECONOMICS	28
BSc	MATHEMATICS	69
BSc	MICROBIOLOGY	72
BSc	PHYSICS	54
BSc	ZOOLOGY	80
BCom	ACCOUNTANCY	200
BA	GENERAL	436
BSc	GENERAL	259
BCom	GENERAL	223
MSc	ZOOLOGY	17

#### 1.4 - Feedback System

##### 1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes

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

### Feedback Obtained

Students' Feedback: (No. of Respondents: 383) Students' feedback are taken from the final year Hons. students. Students are satisfied with the learning value of the course content but they have some doubts about the applicability in the current job market. The students feel that they had to put in a lot of effort to master the course. Alumni Feedback: (No. of Respondents: 63) Majority of exstudents from whom feedback was taken feel that the curriculum is very well designed. They also feel that the college encourages cocurricular and extracurricular activities. More than 80 of the exstudents find that activities organised by the college for students' overall development is excellent. 90 of the respondents gave positive response on the initiatives of the placement cell. Teachers' Feedback: (No. of Respondents: 53) Analysis of the teachers' feedback reveals that 60 of them believe that the standard of academic programmes is similar to that of other universities. 79 of teachers assert that sufficient reference materials are available. 94 feel that text books and learning resources are adequate, updated and connected to the syllabus however 2 of the teachers disagreed with the above statement. 67 teachers feel that syllabus is properly sequenced. However it must be remembered that the syllabus is formulated by the parent university hence no changes are possible. Parents' Feedback: (No. of Respondents: 276) Parents are satisfied with the teaching learning evaluation process as well as the academic ambience of the college. Employers' Feedback Sri Sourabh Mukhopadhyay, Director, Shushrusha Nursing Home Private Limited suggested that in this era of globalization mere gaining of theoretical changes is not enough. He emphasized on soft skill development so that young graduates can conduct themselves with smartness and dignity in interview boards and impress employers/ industrialists. He proposed a one day motivation camp for our students. The feedback from Students, Parents, Alumni and Teachers were analysed and necessary corrective action have been taken. The college authority communicated the feedback to the concerned stakeholders. Keeping in mind the needs of the students, the curriculum delivery is suitably adjusted. It must be remembered that our institution is an affiliated one having little control over the curriculum, which is determined by Calcutta University. So we rearrange the topics to suit the needs of the students. Usually we try to acquaint our students with the basic concepts of the subject in Semester I and sustain their interest in the course to make learning a pleasant experience. Extension lectures, excursions, student projects, seminars and wall magazines are also arranged. Rote learning is usually discouraged. Action Taken: The IQAC analyzed the feedback and communicated the same to the stakeholders.

## CRITERION II - TEACHING- LEARNING AND EVALUATION

### 2.1 - Student Enrolment and Profile

#### 2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	GENERAL	250	718	172
MA	BENGALI	35	0	24
MSc	PHYSICS	20	0	14
MSc	ZOOLOGY	20	0	19
BA	BENGALI	80	212	69
BA	ENGLISH	80	331	69
BA	HISTORY	55	156	47
BA	JOURNALISM AND MASS COMMUNICATION	40	243	38
BA	PHILOSOPHY	30	52	16
BA	POLITICAL SCIENCE	55	206	51
BA	SANSKRIT	30	28	8
BA	SOCIOLOGY	20	25	7
BSc	BIOCHEMISTRY	35	151	23
BSc	BOTANY	45	110	28
BSc	CHEMISTRY	50	142	27
BSc	COMPUTER SCIENCE	35	175	28
BSc	ECONOMICS	50	92	17
BSc	MATHEMATICS	60	238	34
BSc	MICROBIOLOGY	40	564	35
BSc	PHYSICS	60	127	30
BSc	ZOOLOGY	45	389	36
BCom	ACCOUNTANCY	150	586	96
BA	GENERAL	300	1658	298

BSc	GENERAL	140	360	73
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## 2.2 - Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2779	127	58	0	18

## 2.3 - Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
76	56	9	28	6	9

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

Groups of Honours students of each year/semester are assigned to individual teachers of their respective Departments for monitoring their yearlong progress and all round improvement. Every teacher makes an analysis of the strengths, weaknesses, opportunities and challenges of the mentee allotted to him/her. Mentoring is done to groom students for preparing student projects, student seminars and other curricular activities. The mentor - mentee system has created a close relationship between students and teachers. The teachers pay individual attention to the problems of mentees and offer counselling. The slow and weak learners are given special attention, while advanced learners are challenged to explore the depths of the discipline. The combined efforts of mentors and mentees have improved the academic ambience of each Department. This is reflected in the academic performance of students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1581	76	1:21

## 2.4 - Teacher Profile and Quality

### 2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D

81

78

3

1

44

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Deepro Chakraborty	Assistant Professor	Prem Singhmar Graduate Scholarship in Indian Studies, University of Alberta
2019	Mitu De	Associate Professor	Best paper Award at National Institute for the Empowerment of Persons with Intellectual Disabilities (Divyanjan), Ministry of Social Justice Empowerment, Govt. of India

## 2.5 - Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicible !!!				

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

As a result of the introduction of the Choice Based Credit System (CBCS) during 201819 by the University of Calcutta, the system of continuous internal evaluation has received a boost. For each course the internal assessment is 20 of the full marks. It comprises of marks on attendance and internal examination. Course wise attendance of each subject is recorded by each Department of the college. Internal examinations are scheduled in the 3rd week of November/May for Odd/Even semesters. Another 15 of the total marks of a course is assigned to tutorial or 30 of the total marks of a course is assigned to practical examinations. The tutorial examinations comprises of wide ranging programmes such as student projects, group discussions, student presentation, field trips etc. So we can say that after introduction of CBCS reforms in the CIE has been institutionalized. Even before the introduction of CBCS, in the 111 system (which is still continuing for students registered in 2017) our college had a system of CIE. Each honours Department holds periodic tests, the

results of which along with attendance record are conveyed to the parents through report cards. For all students midterm examinations and college tests are held.

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

The institution adheres to the academic calendar of the University of Calcutta and on the basis of the university calendar, prepares its own specific institutional calendar. All examinations, publication of results, admission and other related academic matters are done in accordance with the academic calendar. Classes are held and meetings of the Governing Body, Teachers' Council, Academic SubCommittee and IQAC are organized in a planned manner so that the academic schedule is not disrupted and students do not suffer. Teachers, too prepare their Teaching Plans in accordance with the Academic Calendar.

## 2.6 - Student Performance and Learning Outcomes

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

[http://www.gurudascollege.edu.in/iqac/aqar2018\\_19/outcome.pdf](http://www.gurudascollege.edu.in/iqac/aqar2018_19/outcome.pdf)

### 2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BNGA	BA	BENGALI	45	42	93.33
ENGA	BA	ENGLISH	24	20	83.33
HISA	BA	HISTORY	21	13	61.90
JORA	BA	JOURNALISM AND MASS COMMUNICATION	23	17	73.91
BCMA	BSc	BIOCHEMISTRY	9	9	100
BOTA	BSc	BOTANY	20	15	75
CEMA	BSc	CHEMISTRY	15	12	80
CMSA	BSc	COMPUTER SCIENCE	8	4	50
EOCA	BSc	ECONOMICS	12	6	50
MTMA	BSc	MATHEMATICS	36	32	88.89
MCBA	BSc	MICROBIOLOGY	36	32	97.22
PHSA	BSc	PHYSICS	28	28	100



ZOOA	BSc	ZOOLOGY	27	27	100
ACCA	BCom	ACCOUNTANCY	105	74	70.48
A	BA	BA (GENERAL)	193	54	27.98
DP & DB	BSc	BSc (GENERAL)	133	92	69.17
C	BCom	BCom (GENERAL)	67	11	16.42
PGZ	MSc	ZOOLOGY	18	18	100

## 2.7 - Student Satisfaction Survey

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

[http://www.gurudascollege.edu.in/iqac/aqar2018\\_19/student\\_survey.pdf](http://www.gurudascollege.edu.in/iqac/aqar2018_19/student_survey.pdf)

## CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	3	Science Technology and Biotechnology Department, Govt. of West Bengal	494830	393590
Minor Projects	2	West Bengal Biodiversity Board	157000	50000

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### 3.2 - Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Interactive session on Animation 2D, 3D, V effects and film Editing	JOURNALISM AND MASS COMMUNICATION	27/02/2019
The New Era of Bengali Cinema	JOURNALISM AND MASS COMMUNICATION	02/05/2019

Lecture on Tomato in Chronic Diseases	BOTANY	04/01/2019
One day workshop on Intellectual Property Rights	RESEARCH CELL	22/06/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Prem Singhmar Graduate Scholarship in Indian Studies	Deepro Chakraborty	University of Alberta, Canada	01/09/2018	International
Best Paper Award in National Conference on Exclusion to Empowerment	Mitu De	National Institute for the Empowerment for persons with intellectual disabilities (Divyangjan), Regional Centre, Kolkata	19/11/2018	National

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Physics Department, Gurudas College	Special PG Level Lectures and Interactive Classes	Gurudas College	Disseminating knowledge: Special PG Lectures for Advanced Learners	Grooming of Physics students from Gurudas college and other institutes	13/04/2019

### 3.3 - Research Publications and Awards

#### 3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
01	02	12

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	BIOCHEMISTRY	1	0.35

International	BIOCHEMISTRY	2	1.29
International	MATHEMATICS	2	2.52
International	PHYSICS	3	2.96
International	ZOOLOGY	3	3.57
International	CHEMISTRY	3	0

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

Department	Number of Publication
BENGALI	8
BOTANY	7
COMMERCE	1
HISTORY	1
ENGLISH	1
POLITICAL SCIENCE	3

[View File](#)

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Immunoinformatics Based Vaccine Design for Zea M 1 Pollen Allergen	Anamika Basu	Journal of Young Pharmacists	2018	1	Department of Biochemistry, Gurudas College. Kolkata, India	0
Immunoinformatics Based Study	Anamika	Medicina	2019	0	Department of	0

of T Cell Epitopes in Zea M 1 Pollen Allergen	Basu	(Kaunas, Lithuania)			Biochemistry, Gurudas College. Kolkata, India	
Three dimensional structure prediction and ligandprotein interaction study of expansin protien ATEXPA23 from Arabidosis thaliana L.	Anamika Basu	Indian Journal of Biochemistry And Biophysics	2019	0	Department of Biochemistry, Gurudas College. Kolkata, India	0
Proximity structure on generalized topological spaces	Dipankar Dey	Afrika Matematika	2018	0	Department of Pure Mathematics, University of Calcutta, India	0
Pricing and greening strategies for a dualchannel closedloop green supply chain	Tarun Maity	Flexible Services and Manufacturin g Journal	2019	0	Department of Mathematics, Gurudas College. Kolkata, India	0
Nonsuitability of highenergy (MeV) irradiation for property enhancement of structurally stable poly (ethylene oxide) polyvinylidene fluoride blend bromide composite electrolyte membrane	Ruma Ray	Ionics	2018	1	Department of Physics, Gurudas College. Kolkata, India	1
Ion Specificity towards Structure Property Correlation of Poly (Ethylene Oxide) [PEO] -NH4I and PEO -KBr Composite Solid Polymer Electrolyte	Ruma Ray	Ionics	2018	1	Department of Physics, Gurudas College. Kolkata, India	0

Methylglyoxal at metronomic doses sensitizes breast cancer cells to doxorubicin and cisplatin causing synergistic induction of programmed cell death and inhibition of stemness	Aparajita Pal	Biochemical Pharmacology	2018	2	Dept. of Biophysics, Bose Institute, P 1/12, CIT Scheme VII M, Kolkata, 700 054, WB, India	2
Methylglyoxal in combination with 5 Fluorouracil elicits improved chemosensitivity in breast cancer through apoptosis and cell cycle inhibition	Aparajita Pal	Biomedicine Pharmacotherapy	2019	0	Dept. of Biophysics, Bose Institute, P 1/12, CIT Scheme VII M, Kolkata, 700 054, WB, India	0
NanofillerInduced Ionic Conductivity Enhancement and Relaxation Property Analysis of the Blend Polymer Electrolyte Using NonDebye Electric Field Relaxation Function	Ruma Ray	Journal of Physical Chemistry C	2019	0	Department of Physics, Gurudas College. Kolkata, India	0
In vivo fluid accumulation inhibitory, anticolonization and antiinflammatory and in vitro biofilm inhibitory activities of methyl gallate isolated from Terminalia chebula against fluoroquinolones resistant Vibrio cholerae	Poulami De Bhowmik	Microbial Pathogenesis	2018	0	Dept. of Biochemistry, University of Calcutta, Kolkata, India	0
First principle analysis for magnetic properties of noble metal doped rutile TiO <sub>2</sub>	Sujata Roy	Computational Condensed Matter	2018	0	Department of Chemistry, Gurudas	0

					College, Kolkata, India	
Magnetic properties of transition metal doped SnO <sub>2</sub> : A detailed theoretical study	Sujata Roy	Computational Condensed Matter	2019	0	Department of Chemistry, Gurudas College, Kolkata, India	0

[View File](#)

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Immunoinformatics Based Vaccine Design for Zea M 1 Pollen Allergen	Anamika Basu	Journal of Young Pharmacists	2018	0	0	Department of Biochemistry, Gurudas College. Kolkata, India.
Immunoinformatics Based Study of T Cell Epitopes in Zea M 1 Pollen Allergen	Anamika Basu	Medicina (Kaunas, Lithuania)	2019	0	0	Department of Biochemistry, Gurudas College. Kolkata, India.
Three dimensional structure prediction and ligandprotein interaction study of expansin protien	Anamika Basu	Indian Journal of Biochemistry and Biophysics	2019	0	0	Department of Biochemistry, Gurudas College.

ATEXPA23 from Arabidosis thaliana L.						Kolkata, India.
Proximity structure on generalized topological spaces	Dipankar Dey	Afrika Matematika	2018	0	0	Department of Mathematics, Gurudas College, Kolkata, India.
Pricing and greening strategies for a dualchannel closedloop green supply chain	Tarun Maiti	Flexible Services and Manufacturing Journal	2019	0	0	Department of Mathematics, Gurudas College, Kolkata, India.
Nonsuitability of highenergy (MeV) irradiation for property enhancement of structurally stable poly (ethylene oxide) polyvinylidene fluoride blend bromide composite electrolyte membrane	Ruma Ray	Ionics	2018	0	0	Department of Physics, Gurudas College, Kolkata, India.
Ion Specificity towards Structure Property Correlation of Poly (Ethylene Oxide) [PEO] - NH4I and PEO - KBr Composite Solid Polymer Electrolyte	Ruma Ray	Ionics	2018	0	0	Department of Physics, Gurudas College, Kolkata, India.
NanofillerInduced Ionic Conductivity Enhancement and Relaxation Property Analysis of the Blend Polymer Electrolyte Using NonDebye Electric Field Relaxation Function	Ruma Ray	Journal of Physical Chemistry C	2019	0	0	Department of Physics, Gurudas College, Kolkata, India.

Methylglyoxal at metronomic doses sensitizes breast cancer cells to doxorubicin and cisplatin causing synergistic induction of programmed cell death and inhibition of stemness	Aparajita Pal	Biochemical Pharmacology	2018	0	0	Dept. of Biophysics, Bose Institute, Kolkata, India
Methylglyoxal in combination with 5Fluorouracil elicits improved chemosensitivity in breast cancer through apoptosis and cell cycle inhibition	Aparajit Pal	Biomedicine and Pharmacotherapy	2018	0	0	Dept. of Biophysics, Bose Institute, Kolkata, India
In vivo fluid accumulation inhibitory, anticolonization and anti inflammatory and in vitro biofilm inhibitory activities of methyl gallate isolated from Terminalia chebula against fluoroquinolones resistant Vibrio cholerae	Poulomi De Bhowmik	Microbial Pathogenesis	2018	0	0	Department of Biochemistry, C.U., Kolkata, India.
Phenazine Embedded Copper(II) Complex as a Fluorecent Probe for the Detection of NO and HNO with a Bioimaging Application	Sumana Gangopadhyaya	Applied Bio Materials	2019	0	0	Department of Chemistry, Gurudas College, Kolkata, India.
First principle analysis for magnetic properties of noble metal doped rutile TiO <sub>2</sub>	Sujata Roy	Computational Condensed Matter	2018	0	0	Department of Chemistry, Gurudas College, Kolkata, India.



Magnetic properties of transition metal doped SnO <sub>2</sub> : A detailed theoretical study	Sujata Roy	Computational Condensed Matter	2019	0	0	Department of Chemistry, Gurudas College, Kolkata, India.
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### 3.3.7 - Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	7	2	59
Presented papers	16	7	1	0

### 3.4 - Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NSS Day Programme	Gurudas College	2	58
Dengue Awareness	Gurudas College	4	40
NSS Programme	University of Calcutta	19	90
Teachers' Day Celebration	Gurudas College	8	55
Ground Clearing	Gurudas College, Vasudha	10	97
Guarding	Gurudas College	2	25
Celebration of Swami Vivekanda Birthday	University of Calcutta	1	15
Youth Parliament	Nehru Yuva Kendra	12	70
Street Food Awareness Camp	Gurudas College	2	20

Clean India Programme	Gurudas College	8	80
Campus and Surrounding Cleaning	Gurudas College, Vasudha	12	156
Thalassemia Camp	Gurudas College, Nandana, Seminar Comittee, Inerwheel Club, Jodhpur Park	30	100
Tree Plantation	Vasudha, Gurudas College	30	95
International Yoga Day	Regional Directorate of NSS, Ministry of Youth Affairs and Sports, Government of West Bengal and N.S.S. BB College, Assansole	4	10
International Youth Day	Gurudas College	3	45
World Environment Day	Gurudas College	1	10
Worksop on Tobacco Control and Cancer Prevention in West Bengal	Ramkrishna Mission	1	10

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Workshop on Safe Road Users Initiative	Recognition for valuable contribution in Youth Road Safety Workshop	CSR Initiative of Eicher Group Foundation	1
National Integration Camp	Recognition for successful participation in safe space for youth on International Celebration Day	Government of India, Ministry of Youth Affairs and Sports, Regional Directorate of NSS Kolkata and National Service Scheme Banwarlilal Bhalotia College, Asansole	1

State Level Celebration on National Integration	Recognition for Participation in 5th State Level Celebration of National Integration	West Bengal State National Service Scheme Cell, Department of Higher Education, Government of West Bengal and Rabindra Bharati University	1
International Youth Day Celebration	Successful participation in Youth Leadership and Community Development	State Director, Neheru Yuva Kendra Sanghatan, West Bengal	1

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

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

### 3.5 - Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
<b>No Data Entered/Not Applicable !!!</b>			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Academic	Faculty Exchange Program	Vivekananda College, Thakurpukur	28/03/2018	28/03/2018	Aditi De
Academic	Teaching	CILL, University of Calcutta	01/04/2018	30/06/2019	Swapan Panda
Academic	Teaching	Department of Bengali, University of Calcutta	27/02/2018	30/06/2019	Swapan Panda
Academic	Teaching	Department of Economics, Jadavpur University	01/07/2018	30/06/2019	Shantanu Basu
Academic	Teaching	Department of Physics, West Bengal State University	01/07/2018	30/06/2019	Biswajit Adhikary

Academic	Teaching	Department of Sociology, Jadavpur University	01/07/2018	30/06/2019	Nabaruna Majumder
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3.5.3 - MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
The Bengal Library Association	03/06/2019	Rendering technical support and maintenance of library management software, KOHA	3039
Photographic Association of Dum Dum	20/06/2019	Organizing certificate course on "Basics of photography"	69
Hulladek Recycling Private Limited	01/10/2018	Installation of ewaste collection bin	3039

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#### CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

##### 4.1 - Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
100	54.69

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Class rooms	Newly Added

Laboratories	Existing
Laboratories	Newly Added
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Others	Existing
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with Wi-Fi OR LAN	Newly Added

#### 4.2 - Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Partially	3.22.10 on Ubuntu 14.04 OS	2010

##### 4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	43571	10627126	1506	643511	45077	11270637
Reference Books	1033	615562	66	35021	1099	650583
e-Books	2000000	5900	135000	0	2135000	5900
Digital Database	21	37528	4	2420	25	39948
CD & Video	6000	0	0	0	6000	0
CD & Video	65	9418	0	0	65	9418
Library Automation	1	0	3	0	4	0

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			

### 4.3 - IT Infrastructure

#### 4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	133	69	133	16		17	28	19	3
Added	13	12	25						1
<b>Total</b>	<b>146</b>	<b>81</b>	<b>158</b>	<b>16</b>	<b>0</b>	<b>17</b>	<b>28</b>	<b>19</b>	<b>4</b>

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

19 MBPS/ GBPS

#### 4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Canon 200D DSLR camera	<a href="https://www.youtube.com/watch?v=5_bjuK9tsbM">https://www.youtube.com/watch?v=5_bjuK9tsbM</a>
Sony HXR HD 2000 movie camera	<a href="https://www.youtube.com/watch?v=HiNFeKQVDEE">https://www.youtube.com/watch?v=HiNFeKQVDEE</a>
Sony Handycam	<a href="https://www.youtube.com/watch?v=7xRNoNBUqJA">https://www.youtube.com/watch?v=7xRNoNBUqJA</a>
Sony Handycam	<a href="https://www.youtube.com/watch?v=x2OqPIk18Jw">https://www.youtube.com/watch?v=x2OqPIk18Jw</a>
Sony HXR HD 2000 movie camera	<a href="https://www.youtube.com/watch?v=uIfWm2dGgv0">https://www.youtube.com/watch?v=uIfWm2dGgv0</a>
Sony HXR HD 2000 movie camera	<a href="https://www.youtube.com/watch?v=j-C0PUaV4iM">https://www.youtube.com/watch?v=j-C0PUaV4iM</a>
Sony Handycam	<a href="https://www.youtube.com/watch?v=meu2uvuC-1Y&amp;t=143s">https://www.youtube.com/watch?v=meu2uvuC-1Y&amp;t=143s</a>
Sony Handycam	<a href="https://www.youtube.com/watch?v=zbsZV_lmGzU">https://www.youtube.com/watch?v=zbsZV_lmGzU</a>
Canon 200D DSLR camera	<a href="https://www.youtube.com/watch?v=AymGbCyuNss">https://www.youtube.com/watch?v=AymGbCyuNss</a>
Sony HXR HD 2000 movie camera	<a href="https://www.youtube.com/watch?v=8d_uLzwmwI">https://www.youtube.com/watch?v=8d_uLzwmwI</a>
Canon 200D DSLR camera	<a href="https://www.youtube.com/watch?v=HiNFeKQVDEE">https://www.youtube.com/watch?v=HiNFeKQVDEE</a>
Canon 200D DSLR camera	<a href="https://www.youtube.com/watch?v=byhMNVNPJqM">https://www.youtube.com/watch?v=byhMNVNPJqM</a>

Sony HXR HD 2000 movie camera

<https://www.youtube.com/watch?v=OmQr3JtlJR0>

#### 4.4 - Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
23.24	8.52	8.13	3.06

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

Emphasis has been given on optimal utilization of campus infrastructure (i.e. classrooms, laboratories, etc.) with minimum overlapping. The institution has introduced log book system to facilitate the optimal use of gymnasium equipments and computers available in different laboratories. Due to the paucity of smart classrooms and ICT enabled classrooms as well as seminar halls, Departments are allowed to use these facilities on a rotational basis. For better utilization of College Library, library rules and regulations have been framed so that users can borrow certain number of books and return them within a stipulated period of time. In this regard, users are informed promptly after issuing/returning a particular book about his/her present status of lending via email alert or sms. For maintenance of physical, academic and support facilities, different sub-committees have been constituted with the active participation of the head of the institution as well as selected members. The Building sub-committee has been entrusted with the maintenance, repair and construction work related to the building and furniture of the institution. New construction, repair and maintenance, painting, etc. of the three buildings and physical infrastructure like water and power supply, plumbing, etc. is looked after by this sub-committee. The college has a generator for uninterrupted power supply and it is maintained by experienced technicians (on call basis) as per requirement. The classroom items like benches, desks, boards, etc. are well maintained by the carpenters selected through tender notification on institution website, as per Government rules. Budgetary provisions are made for all the laboratory - based Departments. Besides, laboratories of the institution maintain stock register for keeping a list of chemicals, glassware and any other instrument used in the laboratory.

Maintenance for different laboratory instruments, machines, etc. is done by hired technicians. The Library sub-committee is constituted of faculty members from all academic Departments as well as representative from students. The committee, as per the budgetary provisions or funds available, takes decisions regarding the Departmental allotment, mode of purchase, and maintenance of existing books. It also organizes different programmes, such as

celebration of 'Library Day' and 'Book Fair Little Magazine Fair'. Besides, the library is using different Open Source Softwares, like KOHA, Wikimedia, Omeka, Moodle, etc. and hosting database using cloud server on a 24 x 7 basis. The institution has signed a MoU with Bengal Library Association on June, 2019 to look after these tasks.

<http://45.77.35.31:8000/home/index.html>

## CRITERION V - STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fee Concession	129	63515
Financial Support from Other Sources			
a) National	Kanyashree Prakalpa	113	2825000
b) International	NA	0	0

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
<b>No Data Entered/Not Applicable !!!</b>			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	CAREER FAIR	0	100	0	8

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
No Data Entered/Not Applicable !!!		

## 5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
1	22	8			

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	6	BA/BSc/ BCom PART III (H) EXAMINATION	Botany	University of Calcutta, West Bengal State University, Rahara Ramkrishna Mission, Vidyasagar University, Baba Farid Institute of Technology	MSc in Genetics, MSc in Botany, MSc in Food And Nutrition
2019	18	BA/BSc/ BCom PART III (H) EXAMINATION	Microbiology	KIIT University, Gitam University, IIT Bombay, West Bengal State University, Amity University, Chirst University, JIS University, Sardar Ballavbhai Patel University	MSc in Applied Microbiology
2019	6	BA/BSc/ BCom PART	Economics	University of Calcutta, St. Xaviers' University, Calcutta Media Enterprise Pvt. Ltd.	MSc in Economics, PG Diploma In Media

		III (H) EXAMINATION			
2019	7	BA/BSc/ BCom PART III (H) EXAMINATION	Zoology	University of Calcutta	MSc in Zoology
2019	4	BA/BSc/ BCom PART III (H) EXAMINATION	Biochemistry	University of Kalyani, University of Calcutta	MSc in Biochemistry
2019	4	BA/BSc/ BCom PART III (H) EXAMINATION	History	Netaji Subhash Open University	MA in History
2019	3	BA/BSc/ BCom PART III (H) EXAMINATION	Political science	Rabindra Bharati University	MA in Political Science
2019	6	BA/BSc/ BCom PART III (H) EXAMINATION	Bengali	University of Calcutta, Gurudas College under University of Calcutta, Netaji Subhash Open University	MA in Bengali
2019	5	BA/BSc/ BCom PART III (H) EXAMINATION	Computer Science	Kalyani Govt. Eng. College, Techno India, RCC College of IT, Narendrapur Ramakrishna Mission, St. Xaviers' College	MSc in Computer Application, MSc in Computer Science
2019	1	BA/BSc/ BCom PART III (H) EXAMINATION	Mathematics	University of Calcutta	MSc in Mathematics
2019	5	BA/BSc/ BCom PART III (H) EXAMINATION	English	Jadavpur University, University of Calcutta, AMRI, NSHM	MA in Comparative Literature, MA in English, MA in Hospitality Management, MSc in Hotel Management

2019	6	BA/BSc/ BCom PART III (H) EXAMINATION	Journalism and Mass Communication	Rabindra Bharati Visyavidyalaya, Calcutta University, Visva Bharati University, Women's College, Calcutta	MA In Journalism & Mass Communication
2019	5	BA/BSc/ BCom PART III (H) EXAMINATION	Physics	University of Calcutta, Narendrapur Ramkrishna Mission	MSc in Physics, MSc in Electronics Science
2019	9	BA/BSc/ BCom PART III (H) EXAMINATION	Chemistry	West Bengal State University, Narendrapur Ramakrishna Mission, Amity University, University of Calcutta	MSc in Chemistry, MSc in Applied Chemistry, B Tech in Pharmacy, B Tech in Polymer Chemistry
2019	3	BA/BSc/ BCom PART III (H) EXAMINATION	Commerce	University of Calcutta	MCom in Accuntancy

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

Items	Number of students selected/ qualifying
GATE	3

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

Activity	Level	Number of Participants
Sports	Institution	200
Cultural	Institution	60

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### 5.3 - Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	INDIAN HIP HOP CHAMPIONSHIP	National	0	1	NA	SONALI SAMANTA

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

The student representative council is a dynamic organization and remains active throughout the year organizing and mobilizing students for festivals and celebrations such as Foundation day celebration, Annual fest 'Josh', Spring festival (Basanto utsav), Saraswati puja, Teachers' day, Freshers' welcome, Rakhi Bandhan utsav etc. The Foundation Day is celebrated on 14th August every year. The President of the Governing Body plants a sapling on the occasion. The President of the Alumni Association also actively participates in the programme. At the Annual fest, 'Josh', the students participate in cultural competitions which foster their creative impulses. The spring festival is celebrated over Tagore song and dance performances by students. They also smear abir or dry colours on their faces. The festival of colours creates a spirit of bonhomie and friendship among students from different background. Teachers' Day is celebrated on 5th September every year. The class rooms are beautifully decorated and teachers' are felicitated. Apart from these cultural activities, the Students' Council Representative also performs several social responsibilities like the blood donation camp. It ties with the NSS and promotes a green and clean campus. They also collaborate with the Anti - Ragging Cell to promote a healthy and peaceful campus life. The Students Council Representative is an active member of various committees formed in the interest of the students. The Student Council Secretary is a member of the Academic Subcommittee, Governing Body, ICC, Anti - Ragging Cell and the Sports Committee. The Council helps to build a liaison between the students and college authorities.

### 5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

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

10000

5.4.4 - Meetings/activities organized by Alumni Association :

The Alumni Association 'Phire Dekha' has applied for registration.

## **CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

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

- In accordance with the policy of decentralization adopted by the management, both teaching and nonteaching members are adequately represented in the Governing Body of the college . • Apart from the GB meetings, IQAC, SubCommittees like Provident Fund Committee, Academic subcommittee, Examination SubCommittee, various students' support and progression Sub Committees, ParentTeacher meets, Grievance Cell etc meet on a regular basis and help to formulate and implement the strategic plans of the institution. The responsibilities are defined and communicated by various means. • Case study 1: o One case study showing practice of decentralization and participative management in the institution may be found in the Provident Fund Committee of the college. o This Committee works in strict compliance with the rules and regulations of the C.S. Branch of the Education Department of the Government of West Bengal. o Management of the Fund is vested in the GB. o Each wholetime employee is a subscriber to this fund. o Our PF fund is controlled by Pay and Accounts II, Kolkata and the Principal of the college is the chief signatory. o A senior Associate Professor and a Senior Office Clerk are the joint Conveners of the committee with 7 other ordinary members. o When a fulltime employee applies for advance/nonrefundable withdrawals from his/her fund, the PF committee meets promptly and sanctions the amount after scrutiny of the accounts and GB recommendation. The advance is recovered from the subscriber in 24 equal monthly installments. In the financial year 201819, 2 non teaching and 3 teaching staff members have received their refundable/nonrefundable loans. Financial Year Refundable loan (INR) Nonrefundable loan (INR) 201819 5,58,000 4,00,000 o Transparency is maintained regarding the deposit through regular annual financial audit. o Moreover, the employees are given the statement of the PF account from time to time (internal passbooks are updated). o All payment regarding PF is directly transferred to the employee's bank account by ECS from Pay and Accounts II, Kolkata. • Case study 2: o A decentralized administrative system provides the best facility to the students. Before implementation of any important measure the Principal discusses it with the different stake holders in meetings, funds are mobilized and

decisions are taken. For instance, there exists a purchase committee constituted by the Governing Body. o Before every semester commences, the heads of the various Departments are asked what instruments and larger purchases their Department needs to make in order to meet the requisite specifications in the syllabus. o The HODs give their requirements in writing, describing the instrument etc in great detail and also stating the approximate costs o Tenders of the instruments which cost more than Rs 10,000 are invited on the college website and after the tenders come in, HODs sort through the various tenders and choose the one that meets their criteria and also costs the least.

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

Partial

## 6.2 - Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Some of the members of the faculty are members of the Board of Studies which determined the curriculum during the period under review (201819), when the CBCS system was introduced. Several subject related associations organized workshops to familiarize the faculty with the CBCS curriculum and they actively participated in this academic endeavour.
Teaching and Learning	The IQAC sponsored the following workshops and seminars to orient teachers for more effective teaching. <ul style="list-style-type: none"> <li>• Workshop on Stress Management And Personality Development</li> <li>• Workshop on Bloom's Taxonomy</li> <li>• Teachers' Training Programme on preparation for NAAC Accreditation</li> <li>• Workshop on Intellectual Property Rights</li> <li>• Workshop on Research Methodology</li> </ul>
Examination and Evaluation	<ul style="list-style-type: none"> <li>• Group discussion and students' presentation have been introduced in some subjects (e.g. Economics) as part of new curriculum of CBCS</li> <li>• As we have already stated in our earlier AQARs, the institute has to follow the University of Calcutta prescribed evaluation and examination methods i.e. midterm assessment and college test. But we have introduced the system of continuous evaluation of Honours students by periodic tests.</li> </ul>
Research and Development	<ul style="list-style-type: none"> <li>• Several teachers upgraded themselves by participating in Orientation Programmes and Refresher Courses.</li> <li>• Four members of the faculty were awarded PhD by different universities.</li> <li>• Research Cell motivates young scholars to present papers in seminars and workshops Seed money is also provided.</li> <li>• One</li> </ul>

	major research project is continuing. • One collaborative research project is continuing.
Library, ICT and Physical Infrastructure / Instrumentation	• Modernization of Rajendralal Sabha Kaksha and Room6 ( Lecture capturing system) • Solar panel revamping
Human Resource Management	• Decentralized governance is encouraged in our college. There are 40 odd committees to make optimal use of human resources. • Analyzing the University results of the college (comparing it with that of University figures) we make necessary changes in the academic lesson plans as also the time table. • To ensure adequate supply of HR, institution took an initiative to appoint Guest/Part Time faculties. • The IQAC in its regular meetings deliberates extensively on the SWOC analysis (at the micro level) for forecasting shortage of HR and its growing demand. • Institute recognizes that the development of human resources is necessary for efficient and effective working.
Industry Interaction / Collaboration	• Students were selected by ICICI Prudential Life Insurance Pvt. Ltd. • Career fair organized • Excel Mediskill Pvt. Ltd. enrolled 10 students. • MOU with Bengal Library Association • MOU with Hulladek Recycling Pvt Ltd. • MOU with Photographic Association of Dum Dum.
Admission of Students	• To promote transparency in admission, centralized computerized online admission system has been introduced for B.A/B.Sc/B.Com honours and general programmes as per the directive of the University of Calcutta. Admission is strictly according to merit as per University norms. • Admission to the post graduate courses was conducted centrally by the University of Calcutta.

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

E-governance area	Details
Planning and Development	Smart classroom, lecture capturing system
Administration	Customized office software
Finance and Accounts	WBISM (salary) and WBIMS (Govt. grants), Tally
Student Admission and Support	Online centralized admission system
Examination	CU Examination marks are being uploaded in the CU portal.



### 6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Samrat Chatterjee	Participation in the Regional young investigators' meet	Presidency University	1000
2019	Triparna Majumder	Paper presentation in the International Conference on Finance and Applied Economics, 2019	Marathwada Mitra Mandal's Institute of Management Education Research and Training, Pune	3000
2019	Atabi Saha	Paper presentation at the Cartographics of Understanding/Imagining : Explorations into Travel Narratives	Amrita Centre for Research and Development, Kochi	1200
2019	Paramita Majumdar	Status of GIRL in Society, The Indian and Global Perspective	Plassey College in collaboration with Centre for Women's Studies, University of Kalyani	800
2019	Gaurabh Deep Rai	Paper presentation at National Seminar on Advances in Business and Management	Department of Commerce, University of North Bengal	1000
2019	Swati Moitra	Paper presentation at Association for Asian Studies 2019 Annual Conference	Denver, USA	3000
2019	Anindita Dasgupta	Paper presentation at Nirikh 2nd International Literary Conference	University of Rajshahi	1700
2019	Sanchari Roy	Paper presentation at 15th International Conference on History and Heritage	Ithihas Academy, Dhaka	1262
2018	Pokhraj Chakraborty	Paper presentation at 17th world Sanskrit Conference	University of British Columbia, Canada	3000
2018	Saptadeepa Banerjee	Paper presentation at 5th International Conference of the	Loughborough University, UK	3000



Anarchist Studies Network				
2018	Jaydeep Chanda	Participant in the International conference on KOHA	Bengal Library Assc. and Ramkrishna Mission Vidyamandir, Howrah	800
2018	Mitu De	Oral presentation and poster at 6th India Biodiversity meet 2019 (international conference)	ISI, Kolkata	2360
2018	Anamika Basu	Paper presentation at International Conference on Materials, Applied Physics and Engineering	Madhya Pradesh	3000

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6.3.2 - Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Research Methodology Resource person - Prof A. Basu, ISI, Kolkata	NA	24/06/2019	24/06/2019	39	0
2019	Intellectual Property Rights Resource person - Dr. S.K. Mitra, CIPR, Director, ADAMAS University	NA	22/06/2019	22/06/2019	59	0
2019	Bloom's Taxonomy Resource person - Dr. S. Nag, Principal, Satyapriya Roy College of Education, Kolkata	NA	22/06/2019	22/06/2019	45	0
2019	Teachers' Training Programme Resource person - Swami Shastrajnanandaji Maharaj	NA	08/06/2019	08/06/2019	39	0

	(Principal, Ramkrishna Vidyamandir, Belur Math)					
2019	Stress Management and Personality Development Resource person Dr. Mallika Banerjee, Former Professor of Calcutta University, Dept of Psychology	NA	27/05/2019	27/05/2019	20	0
2019	Antiragging Resource persons - Dr. AK Maity, Dean of students, Presidency University and Dr. S Chatterjee, IQAC coordinator, Sarojini Naidu College for Women	NA	11/05/2019	11/05/2019	20	0

6.3.3 - No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Workshop	19	01/07/2018	30/06/2019	365
Refresher course	3	01/07/2018	30/06/2019	365
Short Term course	1	21/12/2018	27/12/2018	7
Orientation Programme	1	20/11/2018	17/12/2018	28

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6.3.4 - Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1			

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
Loan facilities, Special medical assistance, Teaching staff welfare scheme	xgratia and Festive Bonus for nonteaching staff, Loan facilities, Special medical assistance	Special medical assistance

6.4 - Financial Management and Resource Mobilization

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

The college has a mechanism for both internal and external audit. Competent auditor is appointed by the Governing Body for internal audit. The external/statutory audit is carried out by a Government auditor appointed by the Department of Higher Education, Government of West Bengal. The external/statutory audit has been completed up to the session 201718 from the inception of the college. The process of auditing of 201819 along with is in progress. There were no major objections raised by the auditor so far.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 - Total corpus fund generated

0
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6.5 - Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University proposed eminent academicians	Yes	Governing Body, IQAC, Academic Sub Committee, Teachers' Council
Administrative	Yes	G. I. Harlalka Co. Cartered Accountants, Expert administrators and Chartered Accountants	Yes	Governing Body, Sunil Kedia Co. Chartered Accountants

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

Every year parent teacher meetings for all Honours Departments take place and the suggestions made during the meeting are forwarded to the relevant authority via feedback forms. Some of the suggestions are: 1. Regular cleaning of washrooms 2. More intensive coaching for students which include extension lectures, remedial classes, excursions etc. 3. More regular meetings of guardians and teachers.

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

1. Regular meetings with Principal, internal Governing Body members and IQAC
2. Workshop on e-governance in College Administration Resource Person M/s. Infotech Laboratory
3. Workshop on Management Skill in Office : Planning and Implementation resource Person M/s Infotech Laboratory

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

1. Introduction of PostGraduate courses in three subjects viz. Bengali, Physics and Zoology.
2. Upgradation of library and laboratories including Chemistry.
3. Submission of data for AISHE portal

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 - Number of Quality Initiatives undertaken during the year

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

**CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES**

7.1 - Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
<b>No Data Entered/Not Applicable !!!</b>				

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

Percentage of power requirement of the University met by the renewable energy sources
<b>No Data Entered/Not Applicable !!!</b>

7.1.3 - Differently abled (Divyangjan) friendliness

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Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Braille Software/facilities	Yes	0
Scribes for examination	Yes	1

#### 7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
<b>No Data Entered/Not Applicable !!!</b>							

#### 7.1.5 - Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for Students	01/07/2018	1. No students shall smoke or partake of alcoholic drugs at the college campus. 2. Every student shall wear his/her identity card while on campus. 3. Students shall be punctual in their timings and attendance. 4. There is no dress code or uniform as such for Gurudas College but they should be decently dressed. 5. Students shall behave with dignity and courtesy inside and outside the college. 6. Use of mobile phone is restricted during class hour.
Code of Conduct for Teachers	01/07/2018	1. A teacher should carry out the legitimate academic and administrative decisions taken by the College/University pertaining to his/her sphere of responsibility. Teachers and Librarian should wear Icards while in campus. 2. He/she shall not discriminate against any student on the basis of religion, race, caste, gender, language or political ideology. 3. A teacher shall not remain absent from duty without proper sanction of leave. 4. A teacher shall not make use of institutional resources or facilities for personal purpose. 5. Teacher shall work for holistic development of students.
Code of Conduct for Governing body	01/07/2018	1. Members of the Governing body should be unbiased and impartial in their decision making. 2. Teacher representatives and non teaching staff representatives of the Governing body should consult their respective consistency and ventilate their grievances.

Code of Conduct for Principal	01/07/2018	1. The Principal should be impartial and unbiased in his/her functioning. 2. She/he should treat the staff equally. 3. She/he should be guided by the motto of the parent University, 'Advancement of Learning'.
Code of Conduct for Support Staff	01/07/2018	1. They should be punctual and regular. 2. They should be student friendly and work for the allround development of the students. 3. All should wear Icards while on campus.

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			

7.1.7 - Initiatives taken by the institution to make the campus eco-friendly (at least five)

• The College makes a conscious effort at conserving its green landscape, a unique feature of the College, and has taken steps in this direction. The primary objective of Vasudha (the Nature Club of the College) since its very inception has been to generate awareness about the need for ecological conservation and to inculcate a sense of familiarity of people with their surrounding biodiversity. Committee members and volunteers of the club have been extremely enthusiastic in this regard. • The NSS and Vasudha have been instrumental in encouraging the planting of trees and saplings in and around the College premises. Such plantation activities were carried out during the Forest Week. • Like every year, a very significant part of the Foundation Day celebrations of the College involved planting of saplings. • Seasonal flower garden and medicinal plant garden have also been maintained. • Another significant initiative of Vasudha has been to conserve natural resources by protecting important plant varieties from extinction. Vasudha maintains a mango orchard spreading across 4000 sq. feet of land on the College campus under the supervision of the West Bengal Biodiversity Board. • In order to make space for the construction of a new building, essential for the development of the College, a major initiative has been taken. 9 trees were successfully transplanted to different places with the approval from KMC and the Forest Department. The Nature's Nest, an NGO did the transplantation professionally with the help of hydraulic crane and other equipments. • In its larger concern to play a constructive role in reducing the level of pollution in the environment, the College encourages the use of ecofriendly means of transport like bicycles by both students as well as staff members. The College has a bicycle stand where the students and staff members can park their bicycles during college hours. • The College provides its learners with a plasticfree and clean

campus. Conscious attempts have been made by the staff members as well as students to achieve this objective. In this regard the contribution made by the two functional units of the National Service Scheme (NSS) of the College is significant. Students are encouraged by the NSS to actively participate in the campus cleaning drive of the College as part of the Swachh Bharat Abhijan. • Motivated by the motto of the International Environment Movement Think Globally Act Locally, the College campus has been turned into a plastic free and no smoking zone. • The College has a partially paperless office. Soft copies of database are usually maintained. Notifications pertaining to examination schedules, admission procedure, publication of merit lists, etc. are periodically uploaded on the website. There is also an EProspectus of the College available on the official website. The College is making efforts towards gradually lessening the use of paper and it hopes to have a paperless office eventually.

## 7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

No Data Entered/Not Applicable !!!

## 7.3 - Institutional Distinctiveness

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

Provide the weblink of the institution

[www.gurudascollege.edu.in/iqac/aqar2018\\_19/institutional\\_distinctiveness.pdf](http://www.gurudascollege.edu.in/iqac/aqar2018_19/institutional_distinctiveness.pdf)

## 8. Future Plans of Actions for Next Academic Year

The future plans of action for next academic year as follows: • A 'Safe Drive Save Life' campaign by NSS in association with Calcutta Police • Gurudas Banerjee Memorial Lecture • Subject related workshops and seminars • New constructions and essential repairs of old buildings • Cultural competition • Interdisciplinary programs • Aforestation program around the college campus • Procurement of more learning resources • Career fair • New value added courses • New add on courses • Rain water harvesting • Human Resource Development in terms of soft skills at micro level