



Government of West Bengal
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; Website: <https://mangalkotegovtcollege.org>

NO.: IQAC/03/2024

DATE: 22.06.2024

NOTICE

All concerned are hereby informed that a meeting of the IQAC has been scheduled to be held on **26.06.2024** in the Second Floor Seminar Room at **02.00 PM** with the following agenda:

- 1) Present status of SSR and the power point presentation of the same with full documents by IQAC Coordinator & NAAC Convener
- 2) Last moment corrections in SSR
- 3) Uploading of documents in NAAC website and college website
- 4) Miscellaneous

In connection with the above-mentioned meeting, the presence of **all the members of the IQAC committee; Convener, Co-Convener & all the members of the NAAC committee, other faculty members and the librarian** is requested.

Countersigned


Officer-in-Charge
GGDC, Mangalkote
Purba Bardhaman

Officer-in-Charge
Government General Degree College
Mangalkote, Burdwan


Coordinator, IQAC
GGDC, Mangalkote
Purba Bardhaman

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan
Email: ggdemangalkote@gmail.com; Website: <https://mangalkotegovtcollege.org>

NO.: IQAC/04/2024

DATE: 22.06.2024

To,
Dr. Amit Kumar Rakshit,
Superintendent,
Singot Rural Hospital,
Purba Bardhaman.

Sub.: Invitation to attend the meeting of the IQAC, GGDC at Mangalkote

Dear Sir,

With due respect we would like to inform you that a meeting of the IQAC of our educational institution has been scheduled to be organized on **26.06.2024** in the Second Floor Seminar Room at **02.00 PM** with the following agenda:

- 1) Present status of SSR and the power point presentation of the same with full documents by IQAC Coordinator & NAAC Convener
- 2) Last moment corrections in SSR
- 3) Uploading of documents in NAAC website and college website
- 4) Miscellaneous

It shall be our privilege to have your presence, as external member of our IQAC, in the meeting and be enriched with your valuable opinions and/or suggestions if you have any.

Looking forward to your august presence.

Thanking you,

Yours sincerely,

Countersigned

Officer-in-Charge
GGDC, Mangalkote
Purba Bardhaman

Officer-in-Charge
Government General Degree College
Mangalkote, Burdwan

Coordinator, IQAC
GGDC, Mangalkote
Purba Bardhaman

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE

Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; Website: <http://mangalkotegovtcollege.org>

NO.: IQAC/05/2024

DATE: 22.06.2024

To,
Dr. Saurabh Chakraborti,
Principal (W.B.S.E.S.),
Bidhannagar College,
Bidhannagar,
Kolkata.

Sub.: Invitation to attend the meeting of the IQAC, GGDC at Mangalkote

Dear Sir,

With due respect we would like to inform you that a meeting of the IQAC of our educational institution has been scheduled to be organized on **26.06.2024** in the Second Floor Seminar Room at **02.00 PM** with the following agenda:

- 1) Present status of SSR and the power point presentation of the same with full documents by IQAC Coordinator & NAAC Convener
- 2) Last moment corrections in SSR
- 3) Uploading of documents in NAAC website and college website
- 4) Miscellaneous

It shall be our privilege to have your presence, as external member of our IQAC, in the meeting and be enriched with your valuable opinions and/or suggestions if you have any.

Looking forward to your august presence.

Thanking you,

Yours sincerely,

Countersigned

Officer-in-Charge
GGDC, Mangalkote
Purba Bardhaman

Coordinator, IQAC
GGDC, Mangalkote
Purba Bardhaman

Coordinator, IQAC
Govt. General Degree College,
Mangalkote

Officer-in-Charge
Government General Degree College
Mangalkote, Burdwan



Government of West Bengal
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell
Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

DATE: 22.06.2024

NO.: IQAC/06/2024

To,
Mr. Achintya Kumar Mondal,
Oriental Institute of Science & Technology,
Dewan Dighi,
Katwa Road,
Purba Bardhaman: 713101,
West Bengal.

Sub.: Invitation to attend the meeting of the IQAC, GGDC, Mangalkote

Dear Sir,

With due respect we would like to inform you that a meeting of the IQAC of our educational institution has been scheduled to be organized on **26.06.2024** in the Second Floor Seminar Room at **02.00 PM** with the following agenda:

- 1) Present status of SSR and the power point presentation of the same with full documents by IQAC Coordinator & NAAC Convener
- 2) Last moment corrections in SSR
- 3) Uploading of documents in NAAC website and college website
- 4) Miscellaneous

It shall be our privilege to have your presence, as external member of our IQAC, in the meeting and be enriched with your valuable opinions and/or suggestions if you have any.

Looking forward to your august presence.

Thanking you,

Yours sincerely,

Countersigned

Officer-in-Charge
GGDC, Mangalkote
Purba Bardhaman

Coordinator, IQAC
GGDC, Mangalkote
Purba Bardhaman

Government of West Bengal
Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

NO.: IQAC/07/2024

DATE: 22.06.2024

To,
The Block Development Officer,
Mongalkote Development Block,
Purba Bardhaman.

Sub.: Invitation to attend the meeting of the IQAC, GGDC, Mangalkote

Dear Sir,

With due respect we would like to inform you that a meeting of the IQAC of our educational institution has been scheduled to be organized on **26.06.2024** in the Second Floor Seminar Room at **02.00 PM** with the following agenda:

- 1) Present status of SSR and the power point presentation of the same with full documents by IQAC Coordinator & NAAC Convener
- 2) Last moment corrections in SSR
- 3) Uploading of documents in NAAC website and college website
- 4) Miscellaneous

It shall be our privilege to have your presence, as external member of our IQAC, in the meeting and be enriched with your valuable opinions and/or suggestions if you have any.

Looking forward to your august presence.

Thanking you,

Yours sincerely,

Countersigned

**Officer-in-Charge
GGDC, Mangalkote
Purba Bardhaman**

Officer in Charge
Government General Degree College
Mangalkote Burdwan

**Coordinator, IQAC
GGDC, Mangalkote
Purba Bardhaman**

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
Internal Quality Assurance Cell

Panchanantala, Khudrun Dighi, Mangalkote, Burdwan-713132, Dist.- Burdwan

Email: ggdc Mangalkote@gmail.com; Website: <http://mangalkotegovtcollege.org>

NO.: IQAC/03 (MIN)/2024

DATE: 26.06.2024

MINUTES OF THE MEETING HELD ON 26.06.24

The meeting began with IQAC, Coordinator briefing the agenda to all the faculty members present in the presence of the HOI, GGDCM. A discussion ensued followed by the presentation about the current status of SSR together with the available supporting documents. The pending documents were collected from the concerned committees and were cross-checked. A few errors were noted which were urged to be corrected at the earliest.

Tentative dates for submission of the finalized SSR was discussed but were not finalized. It was decided to be taken up in the next NAAC meeting.

Countersigned

**Officer-in-Charge
GGDC, Mangalkote
Purba Bardhaman**

Officer-in-Charge
Government General Degree College
Mangalkote, Burdwan

**Coordinator, IQAC
GGDC, Mangalkote
Purba Bardhaman**

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

NOTICE

No.IQAC.1/25

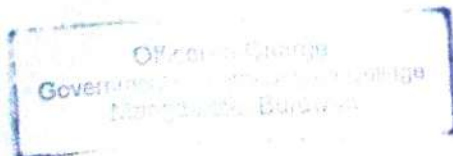
Date: 11.01.2025

It is hereby notified for the information of all concerned that a meeting of the HOI with the IQAC, other faculty members and the librarian will be held on **16.01.2025 (Thursday)** at **3:00 p.m.** regarding the following:

- Formation of IQAC sub-committees as per NAAC SSR/AQAR requirements.
- Finalization of AQAR (2023-2024) within 25.01.2025 and preparation of AQAR (2024-2025).
- Formation of Academic and Administrative Audit (AAA) Committee for 2024-2025 and finalization of Academic and Administrative Audit (AAA) Report 2023-2024.
- Formation of Gender, Green and Energy Audit Committees for 2024-2025 and finalization of Gender, Green and Energy Audit Reports 2023-2024.
- Finalization of Academic Calendar for 2024-2025.
- Finalization of Sports and Cultural Committee Activity Reports 2023-2024 and 2024-2025.
- Finalization of NSS Programme Activity Reports 2023-2024 and 2024-2025.
- Proposed task-list/assignments/programmes for NSS Committee for rest of the session (2024-2025).
- Proposed task-list/assignments/programmes for Seminar and Workshop, Publication, Career Counselling, Sports and Cultural Committee, and other statutory cells for rest of the session (2024-2025).
- Mentor-Mentee Programme (2024-2025)
- Invitation of proposals for Add-on Courses for Summer Vacation (2024-2025).

Cooperation and participation of all faculty members and the librarian is highly solicited.


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote




(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdcm@gmail.com; Website: https://mangalkotegovtcollege.org

No.IQAC.2/25

Date: 11.01.2025

To,
Dr. Saurabh Chakrabarti, WBSES
Principal, Bidhannagar College

Sir,
This is to inform you that a meeting of Internal Quality Assurance Cell (IQAC) will be held on **16.01.2025** (Thursday) in the chamber of Officer-in-Charge, Government General Degree College, Mangalkote, at 3:00 p.m.

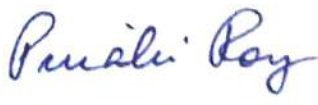
Your participation in the aforesaid meeting is highly solicited.

Agenda of the meeting:

- a. Formation of IQAC sub-committees as per NAAC SSR/AQAR requirements.
- b. Finalization of AQAR (2023-2024) within 25.01.2025 and preparation of AQAR (2024-2025).
- c. Formation of Academic and Administrative Audit (AAA) Committee for 2024-2025 and finalization of Academic and Administrative Audit (AAA) Report 2023-2024.
- d. Formation of Gender, Green and Energy Audit Committees for 2024-2025 and finalization of Gender, Green and Energy Audit Reports 2023-2024.
- e. Finalization of Academic Calendar for 2024-2025.
- f. Finalization of Sports and Cultural Committee Activity Reports 2023-2024 and 2024-2025.
- g. Finalization of NSS Programme Activity Reports 2023-2024 and 2024-2025.
- h. Proposed task-list/assignments/programmes for NSS Committee for rest of the session (2024-2025).
- i. Proposed task-list/assignments/programmes for Seminar and Workshop, Publication, Career Counselling, Sports and Cultural Committee, and other statutory cells for rest of the session (2024-2025).
- j. Mentor-Mentee Programme (2024-2025)
- k. Invitation of proposals for Add-on Courses for Summer Vacation (2024-2025).


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

Officer-In-Charge
Government General Degree College
Mangalkote, Burdwan


(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

Date: 11.01.2025

No.IQAC.3/25

To,

Dr. Amit Kumar Rakshit

Superintendent, Singot Rural Hospital, District - Purba Bardhaman

Sir,

This is to inform you that a meeting of Internal Quality Assurance Cell (IQAC) will be held on **16.01.2025** (Thursday) in the chamber of Officer-in-Charge, Government General Degree College, Mangalkote, at 3:00 p.m.

Your participation in the aforesaid meeting is highly solicited.

Agenda of the meeting:

- a. Formation of IQAC sub-committees as per NAAC SSR/AQAR requirements.
- b. Finalization of AQAR (2023-2024) within 25.01.2025 and preparation of AQAR (2024-2025).
- c. Formation of Academic and Administrative Audit (AAA) Committee for 2024-2025 and finalization of Academic and Administrative Audit (AAA) Report 2023-2024.
- d. Formation of Gender, Green and Energy Audit Committees for 2024-2025 and finalization of Gender, Green and Energy Audit Reports 2023-2024.
- e. Finalization of Academic Calendar for 2024-2025.
- f. Finalization of Sports and Cultural Committee Activity Reports 2023-2024 and 2024-2025.
- g. Finalization of NSS Programme Activity Reports 2023-2024 and 2024-2025.
- h. Proposed task-list/assignments/programmes for NSS Committee for rest of the session (2024-2025).
- i. Proposed task-list/assignments/programmes for Seminar and Workshop, Publication, Career Counselling, Sports and Cultural Committee, and other statutory cells for rest of the session (2024-2025).
- j. Mentor-Mentee Programme (2024-2025)
- k. Invitation of proposals for Add-on Courses for Summer Vacation (2024-2025).

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

Officer-in-Charge
Government General Degree College
Mangalkote, Bardhaman

(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
 PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
 P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
 DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
 Email: iqac.ggdc@gmail.com; Website: https://mangalkotegovtcollege.org

No.IQAC.4/25

Date: 11.01.2025

To,
 Mr. Achintya Kumar Mondal
 Oriental Institute of Science and Technology
 Dewan Dighi, Katwa Road, Purba Bardhaman - 713101

Sir,

This is to inform you that a meeting of Internal Quality Assurance Cell (IQAC) will be held on **16.01.2025** (Thursday) in the chamber of Officer-in-Charge, Government General Degree College, Mangalkote, at 3:00 p.m.

Your participation in the aforesaid meeting is highly solicited.

Agenda of the meeting:

- a. Formation of IQAC sub-committees as per NAAC SSR/AQAR requirements.
- b. Finalization of AQAR (2023-2024) within 25.01.2025 and preparation of AQAR (2024-2025).
- c. Formation of Academic and Administrative Audit (AAA) Committee for 2024-2025 and finalization of Academic and Administrative Audit (AAA) Report 2023-2024.
- d. Formation of Gender, Green and Energy Audit Committees for 2024-2025 and finalization of Gender, Green and Energy Audit Reports 2023-2024.
- e. Finalization of Academic Calendar for 2024-2025.
- f. Finalization of Sports and Cultural Committee Activity Reports 2023-2024 and 2024-2025.
- g. Finalization of NSS Programme Activity Reports 2023-2024 and 2024-2025.
- h. Proposed task-list/assignments/programmes for NSS Committee for rest of the session (2024-2025).
- i. Proposed task-list/assignments/programmes for Seminar and Workshop, Publication, Career Counselling, Sports and Cultural Committee, and other statutory cells for rest of the session (2024-2025).
- j. Mentor-Mentee Programme (2024-2025)
- k. Invitation of proposals for Add-on Courses for Summer Vacation (2024-2025).


 (DR. PRADIPTA KUMAR BASU)
 Officer-In-Charge
 Government General Degree
 College, Mangalkote


 (DR. PINAKI ROY)
 Coordinator, IQAC
 Government General Degree
 College, Mangalkote



Government General Degree College
 Mangalkote, Bardhaman

Coordinator, IQAC
 Govt. General Degree College,
 Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

NOTICE

Date: 18/01/2025

No.IQAC.5/25

**RESOLUTIONS OF THE EXTENDED MEETING OF THE HOI AND THE IQAC WITH
OTHER FACULTY MEMBERS AND THE LIBRARIAN HELD ON 16.01.2025:**

ITEM 1: FORMATION OF IQAC SUB-COMMITTEES AS PER NAAC-SSR/AQAR REQUIREMENTS

IQAC sub-committees and quality audit committees were reconstituted in alignment with NAAC-SSR/AQAR requirements, in view of the transfer and appointment/joining of faculty members, as per the unanimous decision of the members present in the extended meeting of the IQAC, vide Notification **No.IQAC.6/25 Dated 18/01/2025**.

**ITEM 2: FINALIZATION OF AQAR (2023-2024) WITHIN 25.01.2025 AND PREPARATION OF
AQAR (2024-2025)**

As per recent communication with the NAAC, the college is not liable to submit AQAR for the period (2023-2024).

Nonetheless, the HOI requested the members present in the meeting, particularly, the Conveners of various academic and administrative committees, and statutory cells to finalize the activity reports (with photographic and documentary evidence as enclosures) of various programmes conducted during Academic Session 2023-2024, and submit to the Coordinator, IQAC, to maintain the administrative discipline of the college, and be prepared well in advance with all necessary documents/reports for the timely submission of AQAR for the period (2024-2025).

Conveners of newly reconstituted committees/cells were (vide Notification **No.TC.3/25 Dated 17/01/2025**, **No.TC.4/25 Dated 17/01/2025** and **No.IQAC.6/25 Dated 18/01/2025**), in view of the transfer and appointment/joining of faculty members, requested to coordinate with the pre-existing committee members/IQAC and oversee the smooth completion of reporting activity for the period (2023-2024) vide Notification **No.IQAC.9/25 Dated 18/01/2025 mentioning the deadline for the submission**, and take the initiative to finalize all activity/audit reports for the period, July to December, 2025 of the Academic Session 2024-2025.

**ITEM 3: FORMATION OF ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) COMMITTEE FOR
2024-2025 AND FINALIZATION OF ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) REPORT
2023-2024**



Academic and Administrative Audit (AAA) Committee for the Academic Session 2024-2025 was reconstituted in alignment with the quality audit requirement of the NAAC-SSR/AQAR, in view of the transfer and appointment/joining of faculty members, as per the unanimous decision of the members present in the extended meeting of the IQAC, vide Notification **No.IQAC.6/25 Dated 18/01/2025**.

ITEM 4: FORMATION OF GENDER, GREEN AND ENERGY AUDIT COMMITTEES FOR 2024-2025 AND FINALIZATION OF GENDER, GREEN AND ENERGY AUDIT REPORTS 2023-2024

Gender Audit, Green Audit and Energy Audit Committees for the Academic Session 2024-2025 were reconstituted in alignment with the quality audit requirement of the NAAC-SSR/AQAR, in view of the transfer and appointment/joining of faculty members, as per the unanimous decision of the members present in the extended meeting of the IQAC, vide Notification **No. IQAC. 6/25 Dated 18/01/2025**.

ITEM 5: FINALIZATION OF ACADEMIC CALENDAR FOR 2024-2025

Mr. Keshab Chandra Saha, Assistant Professor and Head, Department of Bengal and Joint-Convener of Criterion I (Curricular Aspects) of the IQAC Criterion-wise Sub-Committee, vide Notification **No. IQAC. 6/25 Dated 18/01/2025** was requested to finalize the Academic Calendar for 2024-2025.

ITEM 6: FINALIZATION OF SPORTS AND CULTURAL COMMITTEE ACTIVITY REPORTS 2023-2024 AND 2024-2025

Conveners of the Sports and Cultural Committee were requested to prepare and submit the activity reports of all sporting and cultural activity conducted during 2023-2024 and 2024-2025 (July to December, 2024) to the Coordinator, IQAC, vide Notification **No. IQAC.9/25 Dated 18/01/2025 mentioning the deadline for submission.**

ITEM 7: FINALIZATION OF NSS ACTIVITY REPORTS 2023-2024 AND 2024-2025

Programme Officer of the National Service Scheme (NSS) Committee was requested to coordinate the preparation and submit the activity reports of NSS conducted during 2023-2024 and 2024-2025 (July to December, 2024) to the Coordinator, IQAC, vide Notification **No. IQAC.9/25 Dated 18/01/2025 mentioning the deadline for submission.**

Pre-existing members of the committee were requested to cooperate with the new Programme Officer and initiate reporting, wherever pending.

ITEM 8: PROPOSED TASK-LIST/ASSIGNMENTS/PROGRAMMES FOR NSS COMMITTEE FOR REST OF THE SESSION (2024-2025)



The programme/activity/task list for the National Service Scheme (NSS) Committee for the period (January to June, 2024) of the Academic Session 2024-2025, to carry out extension and outreach activities both within the college and in the adjoining community, in collaboration with external stakeholders, was finalized as per the unanimous resolution of the members present in the extended meeting of the IQAC, held on 16.01.2025, vide Notification no. **No.IQAC.7/25 Dated 18/01/2025**.

ITEM 9: PROPOSED TASK-LIST/ASSIGNMENTS/PROGRAMMES FOR SEMINAR AND WORKSHOP, PUBLICATION, CAREER COUNSELLING, SPORTS AND CULTURAL COMMITTEE, AND OTHER STATUTORY CELLS FOR REST OF THE SESSION (2024-2025)

The programme/activity/task list for the various departments and committees for the period (January to June, 2025) of the Academic Session 2024-2025, to conduct seminars/webinars, awareness and sensitization sessions, skill development and capacity building workshops for the students, was finalized as per the unanimous resolution of the members present in the extended meeting of the IQAC, held on 16.01.2025, vide Notification no. **No.IQAC.8/25 Dated 18/01/2025**.

ITEM 10: MENTOR-MENTEE PROGRAMME (2024-2025)

The Coordinator, IQAC, informed the members present in the meeting that exhaustive list of students/mentees will be provided (prepared in consultation with the college office) to the departments for conducting the Mentor-Mentee Programme for the period (January to June, 2025) of the Academic Session 2024-2025.

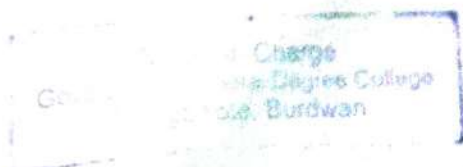
ITEM 11: INVITATION OF PROPOSALS FOR ADD-ON COURSES FOR SUMMER VACATION (2024-2025)

The HOI asked all the departments to submit **at least one proposal** for Add-on Course to be conducted during summer vacation, to the Coordinator, IQAC, well ahead of the vacation, for approval and notification.

The meeting ended with vote of thanks to the Chairperson of the IQAC.


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote


(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote



Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

NOTICE

No.IQAC.6/25

Date: 18/01/2025

It is hereby notified for the information of all concerned that the IQAC sub-committees for quality assurance and audits for the Academic Session 2024-25 are being urgently revised/reconstituted as follows, as per the unanimous resolution of the extended meeting of the HOI and Coordinator, IQAC, with all faculty members held on 16.01.2025, in view of the transfer and appointment/joining of faculty members:

1. NAAC-SSR/AQAR CRITERION-WISE COMMITTEE:

PARTICULARS	CONVENER	JT. CONVENER
Criterion I (Curricular Aspects)	Dr. Tahira Tashneem Asst. Professor of English Govt. General Degree College, Mangalkote (Member, IQAC)	Mr. Keshab Chandra Saha Asst. Professor of Bengali Govt. General Degree College, Mangalkote
Criterion II (Teaching-Learning and Evaluation)	Mr. Debaditya Dutta Asst. Professor of Sociology Govt. General Degree College, Mangalkote (Member, IQAC)	Mr. Snehangshu Roy Asst. Professor of History Govt. General Degree College, Mangalkote
Criterion III (Research, Innovation and Extension)	Dr. Shrishnu Kumar Kundu Asst. Professor of Chemistry Govt. General Degree College, Mangalkote (Member, IQAC)	Dr. Dinesh Maity Asst. Professor of Chemistry Govt. General Degree College, Mangalkote
Criterion IV (Infrastructure and Learning Resources)	Dr. Akash Kedia Asst. Professor of Botany Govt. General Degree College, Mangalkote (Member, IQAC)	Mr. Goutam Mondal College Librarian Govt. General Degree College, Mangalkote



Criterion V (Student Support and Progression)	Ms. Sanchari De Asst. Professor of Sociology Govt. General Degree College, Mangalkote (Member, IQAC)	Ms. Moumita Mazumder Asst. Professor of Sociology Govt. General Degree College, Mangalkote
Criterion VI (Governance, Leadership and Management)	Dr. Animesh Mondal Asst. Professor of Zoology Govt. General Degree College, Mangalkote (Member, IQAC)	Dr. Suchismita Das Asst. Professor of Sociology Govt. General Degree College, Mangalkote
Criterion VII (Institutional Values and Best Practices)	Ms. Gargi Mukhopadhyay Assoc. Professor of Pol. Science Govt. General Degree College, Mangalkote (Member, IQAC)	Ms. Tinat Rukhsana Asst. Professor of Pol. Science Govt. General Degree College, Mangalkote

2. GENDER AUDIT COMMITTEE:

Dr. Pradipta Kumar Basu, Officer-In-Charge Govt. General Degree College, Mangalkote	Chairperson
Ms. Tinat Rukhsana, Asst. Professor of Political Science Govt. General Degree College, Mangalkote	Convener
Dr. Suchismita Das, Asst. Professor of Sociology Govt. General Degree College, Mangalkote	Joint Convener
Ms. Madhumita Chakraborty Asst. Professor & Head, Department of Political Science Dr. A. P. J Abdul Kalam Govt. College, New Town	External Member
Dr. Pinaki Roy, Asst. Professor & Head, Department of Sociology Coordinator, IQAC, Govt. General Degree College, Mangalkote	Member
Ms. Nazia, Asst. Professor of English Govt. General Degree College, Mangalkote	Member

3. GREEN AUDIT COMMITTEE:

Dr. Pradipta Kumar Basu, Officer-In-Charge Govt. General Degree College, Mangalkote	Chairperson
Dr. Animesh Mondal, Asst. Professor & Head, Department of Zoology Govt. General Degree College, Mangalkote	Convener
Dr. Sagar Adhurya, Asst. Professor of Zoology Govt. General Degree College, Mangalkote	Joint Convener
Dr. Chowdhury Habibur Rahaman, Professor of Botany Visva-Bharati University, Bolpur, Santiniketan	External Member
Dr. Jiaul Islam, Associate Professor Department of Environmental Science, Sambhu Nath College, Labpur	External Member
Dr. Dilip Gorai, Associate Professor of Chemistry Bolpur College, Birbhum	External Member
Dr. Pinaki Roy, Asst. Professor & Head, Department of Sociology Coordinator, IQAC, Govt. General Degree College, Mangalkote	Member
Dr. Raj Kumar Singh, Asst. Professor of Botany Govt. General Degree College, Mangalkote	Member

4. ENERGY AUDIT COMMITTEE:

Dr. Pradipta Kumar Basu, Officer-In-Charge Govt. General Degree College, Mangalkote	Chairperson
Dr. Shrishnu Kumar Kundu, Asst. Professor of Chemistry Govt. General Degree College, Mangalkote	Convener
Dr. Dinesh Maity, Asst. Professor of Chemistry Govt. General Degree College, Mangalkote	Joint Convener
Dr. Debasish Kundu, Asst. Professor of Chemistry A.P.C Roy Govt. College, Siliguri	External Member
Mr. Arka Das, Asst. Engineer, P.W.Dte Katwa Electrical Sub-Division, Katwa, Dt. Purba Bardhaman	External Member
Mr. Subrata Chowdhury, Junior Engineer, P.W.Dte Katwa Electrical Sub-Division, Katwa, Dt. Purba	External Member
Dr. Pinaki Roy, Asst. Professor & Head, Department of Sociology Coordinator, IQAC, Govt. General Degree College, Mangalkote	Member
Dr. Akash Kedia, Asst. Professor & Head, Department of Botany Govt. General Degree College, Mangalkote	Member



5. ACADEMIC AND ADMINISTRATIVE AUDIT COMMITTEE:

Dr. Pradipta Kumar Basu, Officer-In-Charge Govt. General Degree College, Mangalkote	Chairperson
Dr. Akash Kedia, Asst. Professor & Head, Department of Botany Govt. General Degree College, Mangalkote	Convener
Dr. Pinaki Roy, Asst. Professor & Head, Department of Sociology Coordinator, IQAC, Govt. General Degree College, Mangalkote	Joint Convener
Dr. Mrinal Kanti Chattopadhyay Principal, Kandra Radhakanta Kundu Mahavidyalaya	External Member
Dr. Nirmalendu Sarkar Principal, Katwa College	External Member
Dr. Utpal Das Coordinator, IQAC, Katwa College	External Member
Dr. Shrishnu Kumar Kundu, Asst. Professor of Chemistry Govt. General Degree College, Mangalkote	Member

6. COMMITTEE FOR THE PROMOTION OF INDIAN KNOWLEDGE SYSTEM:

Mr. Keshab Chandra Saha, Asst. Professor of Bengali Govt. General Degree College, Mangalkote	Convener
Dr. Koushik Kumar Dutta, Asst. Professor of Bengali Govt. General Degree College, Mangalkote	Joint Convener
Mr. Debashis Biswas, Asst. Professor of Bengali Govt. General Degree College, Mangalkote	Member
Mr. Khokan Saikh, Asst. Professor of History Govt. General Degree College, Mangalkote	Member
Mr. Snehangshu Roy, Asst. Professor of History Govt. General Degree College, Mangalkote	Member

7. RESEARCH, DEVELOPMENT AND INNOVATION COMMITTEE:

Dr. Dinesh Maity, Asst. Professor of Chemistry Govt. General Degree College, Mangalkote	Convener
Dr. Shrishnu Kumar Kundu, Asst. Professor of Chemistry Govt. General Degree College, Mangalkote	Joint Convener
Dr. Animesh Mondal, Asst. Professor of Zoology Govt. General Degree College, Mangalkote	Member
Dr. Sagar Adhurya, Asst. Professor of Zoology Govt. General Degree College, Mangalkote	Member
Dr. Suchismita Das, Asst. Professor of Sociology Govt. General Degree College, Mangalkote	Member

BSM

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

Officer-in-Charge
Government General Degree College
Mangalkote, Burdwan



Pinaki Roy

(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

NOTICE

No.IQAC.7/25

Date: 18/01/2025

It is hereby notified for the information of all concerned that in pursuance of the quality assurance objective of the Internal Quality Assurance Cell (IQAC), the following is the proposed programme/task list for the National Service Scheme (NSS) Committee for the period (January to June, 2025) of the Academic Session 2024-2025, to carry out extension and outreach activities both within the college and in the adjoining community, in collaboration with external stakeholders, as per the unanimous resolution of the extended meeting of the HOI and Coordinator, IQAC, with all faculty members held on 16.01.2025:

SL. NO.	PROPOSED PROGRAMME	TENTATIVE TIME FRAME	PROPOSED LOCATION/ COLLABORATOR
1	Voter Awareness Campaign	Mid to End of January	Any local school targeting plus two students in association with Mangalkote Block Development Office
2	Save Water Campaign	Mid to End of February	Any local village in association with the Mangalkote Block Development Office/ local Panchayat
3	Cancer Awareness Programme (specifically targeting women)	2 nd /3 rd week of March	In collaboration with Singot Rural Hospital
4	Health Check-Up/ Thalassemia Detection Camp	2 nd /3 rd week of April	In collaboration with Sharanya Multi-Speciality Hospital/ Singot Rural Hospital
5	Anti-Tobacco Awareness Campaign	Mid to End of May	Any local school targeting adult students
6	Environment and Biodiversity Conservation Initiative	May-June	Any local school/village in association with the local panchayat

N.B.: Activity reports (in doc file) should be sent to the official email address of the IQAC (mentioned in the letterhead) within ten (10) days of completion of the activity/programme. Reports should have a cover page, detailed report with geo-tagged photographs and notice, flyer, student attendance sheets as enclosures. The Programme Officer should also maintain the depository of the softcopies of all documents in a separate folder.


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

Officer-In-Charge
Government General Degree College
Mangalkote, Bardhaman




(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



सत्यमेव जयते

Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

NOTICE

No.IQAC.8/25

Date: 18/01/2025

It is hereby notified for the information of all concerned that in pursuance of the quality assurance objective of the Internal Quality Assurance Cell (IQAC), the following is the proposed programme/task list for the departments and committees for the period (January to June, 2025) of the Academic Session 2024-2025, to conduct seminars/webinars, awareness and sensitization sessions, skill development and capacity building workshops for the students, as per the unanimous resolution of the extended meeting of the HOI and Coordinator, IQAC, with all faculty members held on 16.01.2025:

SL. NO.	PARTICULARS	PROPOSED DATE	TYPE OF ACTIVITY	DEPARTMENT/ COMMITTEE
1	NATIONAL YOUTH DAY (BIRTHDAY OF SWAMI VIVEKANANDA)	JANUARY 12	WEBINAR/ SEMINAR (INVITED/ IN-HOUSE)	STUDENT AFFAIRS COMMITTEE
2	PARAKRAM DIVAS (BIRTHDAY OF NETAJI)	JANUARY 23	EXTEMPORE COMPETITION	DEPARTMENT OF HISTORY
3	INTERNATIONAL MOTHER LANGUAGE DAY	FEBRUARY 21	ONE-DAY BENGALI LANGUAGE SKILL ENHANCEMENT WORKSHOP	DEPARTMENT OF BENGALI
4	NATIONAL SCIENCE DAY	FEBRUARY 28	QUIZ CONTEST	DEPARTMENT OF CHEMISTRY
5	INTERNATIONAL WOMEN'S DAY	MARCH 8	DEBATE COMPETITION	WOMEN'S CELL AND DEPARTMENT OF SOCIOLOGY
6	CAREER COUNSELLING INITIATIVE	3 RD - 4 TH WEEK OF MARCH	ONE-DAY CAPACITY BUILDING WORKSHOP	CAREER COUNSELLING COMMITTEE AND DEPARTMENT OF SOCIOLOGY
7	BIRTHDAY OF DR. B.R.AMBEDKAR	APRIL 14	WEBINAR/SEMINAR (INVITED/ IN-HOUSE)	DEPARTMENT OF POLITICAL SCIENCE
8	DOLJATRA & POILA BAIKHAH CELEBRATION	APRIL 14 & 16	CULTURAL PROGRAMME AND ALPANA/RANGOLI COMPETITION	CULTURAL COMMITTEE



SL. NO.	PARTICULARS	DATE	TYPE OF ACTIVITY	DEPARTMENT/ COMMITTEE
9	BIRTHDAY OF WILLIAM SHAKESPEARE	APRIL 23	ONE-DAY COMMUNICATIVE ENGLISH SKILL ENHANCEMENT WORKSHOP	DEPARTMENT OF ENGLISH
10	WORLD BOOK AND COPYRIGHT DAY	APRIL 23	WEBINAR/ SEMINAR (INVITED/ IN-HOUSE)	LIBRARY COMMITTEE
11	BIRTHDAY OF RABINDRANATH TAGORE	MAY 9	CULTURAL PROGRAMME FOLLOWED BY RECITATION COMPETITION	CULTURAL COMMITTEE
12	WORLD BIODIVERSITY DAY	MAY 22	POSTER COMPETITION	DEPARTMENT OF ZOOLOGY AND DEPARTMENT OF BOTANY
13	WORLD ENVIRONMENT DAY	JUNE 5	PHOTOGRAPHY EXHIBITION	ENVIRONMENTAL AWARENESS COMMITTEE

N.B.: Activity reports (in doc file) should be sent to the official email address of the IQAC (mentioned in the letterhead) within ten (10) days of completion of the activity/programme. Reports should have a cover/title page, detailed report with geo-tagged photographs and notice, flyer, student attendance sheets as enclosures. Conveners of each committee should also maintain the depository of softcopies of all documents in a separate folder.

(Signature)

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote



(Signature)

(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

NOTICE

No.IQAC.9/25

Date: 18/01/2025

It is hereby notified for the information of all concerned that in pursuance of the quality assurance objective of the Internal Quality Assurance Cell (IQAC), the following is the deadline for the various departments/committees/cells for the finalization and submission of various documents/reports for the preparation of **AQAR (2023-2024)**, as per the unanimous resolution of the extended meeting of the HOI and Coordinator, IQAC, with all faculty members held on 16.01.2025:

Sl. No.	Particulars (Period: 2023-2024)	Individual/Committee Responsible	Date
1	Reports of Feedback/Satisfaction Surveys from all stakeholders (Students, Teachers, others, if any)	Coordinator, IQAC	20.2.2025 (Thursday)
2	Reports of Seminars/Webinars/Skill Development/Sensitization programmes (including IKS)	Conveners, Seminar and Publication Committee	
3	Reports of Extension and Outreach activities (NSS or Departmental)	Programme Officer, NSS and Convener, Student Affairs Committee	
4	Reports of Sports and Cultural programmes	Conveners, Sports Committee and Cultural Committee	
5	Gender Audit Report	Convener, Gender Audit Committee	
6	Green and Energy Audit Report	Conveners, Green and Energy Audit Committee	
7	Academic and Administrative Audit Report	Conveners, Academic and Administrative Audit Committee	

N.B.: All documents/reports should be sent to the email address of the IQAC, GGDC, Mangalkote.


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

Officer-in-Charge
Government General Degree College
Mangalkote, Burdwan




(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

NOTICE

No.IQAC.10/25

Date: 01.02.2025

It is hereby notified for the information of all concerned that a meeting of the HOI with the IQAC, other faculty members and the librarian will be held on **06.02.2025 (Thursday)** at **3:00 p.m.** regarding the following:

- a. Status of report preparation of Stakeholder Feedbacks (students, teachers etc.) for the academic session 2023-2024.
- b. Status of report preparation of Seminars/Webinars/Skill-Development/Sensitization programmes (including IKS) organized during academic session 2023-2024.
- c. Status of report preparation of all Extension and Outreach activities, conducted by NSS or any Department, during academic session 2023-2024.
- d. Status of report preparation of Sports and Cultural programmes organized during academic session 2023-2024.
- e. Status of report preparation of Gender Audit, Green and Energy Audit, Administrative and Academic Audit for the academic session 2023-2024.
- f. Status report of preparation of Academic Calendar for academic session 2024-2025.
- g. Overall status report of preparation of AQAR for academic session 2023-2024.
- h. Report of the Coordinator, IQAC, on the current status of quality initiatives and future plans, in light of the report provided by the NAAC Peer Team (Cycle I).

Cooperation and participation of all members of the IQAC, other faculty members and the librarian is highly solicited.

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

Officer-In-Charge
Government General Degree College
Mangalkote, Bardwan



(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
 PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
 P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
 DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
 Email: iqac.ggdcgm@gmail.com; Website: <https://mangalkotegovtcollege.org>

No.IQAC.11/25

Date: 01.02.2025

To,
 Dr. Saurabh Chakrabarti, WBSES
 Principal, Bidhannagar College
 Sir,

This is to inform you that a meeting of the Internal Quality Assurance Cell (IQAC) will be held on **06.02.2025** (Thursday) in the chamber of Officer-in-Charge, Government General Degree College, Mangalkote, at 3:00 p.m.

Your participation in the aforesaid meeting is highly solicited.

Agenda of the meeting:

- Status of report preparation of Feedback/Satisfaction Surveys from all stakeholders (Students, Teachers etc.) for the academic session 2023-2024.
- Status of report preparation of Seminars/Webinars/Skill-Development/Sensitization programmes (including IKS) organized during academic session 2023-2024.
- Status of report preparation of all Extension and Outreach activities, conducted by NSS or any Department, during academic session 2023-2024.
- Status of report preparation of Sports and Cultural programmes organized during academic session 2023-2024.
- Status of report preparation of Gender Audit, Green and Energy Audit, Administrative and Academic Audit for the academic session 2023-2024.
- Status report of preparation of Academic Calendar for academic session 2024-2025.
- Overall status report of preparation of AQAR for academic session 2023-2024.
- Report of the Coordinator, IQAC, on the current status of quality initiatives and future plans, in the light of the report provided by the NAAC Peer Team (Cycle I).

(Dr. PRADIPTA KUMAR BASU)
 Officer-In-Charge
 Government General Degree
 College, Mangalkote



(Dr. PINAKI ROY)
 Coordinator, IQAC
 Government General Degree
 College, Mangalkote

Coordinator, IQAC
 Govt. General Degree College,
 Mangalkote



सत्यमेव जयते

Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

Date: 01.02.2025

No.IQAC.12/25

To,

Dr. Amit Kumar Rakshit

Superintendent, Singot Rural Hospital, District - Purba Bardhaman

Sir,

This is to inform you that a meeting of the Internal Quality Assurance Cell (IQAC) will be held on **06.02.2025** (Thursday) in the chamber of Officer-in-Charge, Government General Degree College, Mangalkote, at 3:00 p.m.

Your participation in the aforesaid meeting is highly solicited.

Agenda of the meeting:

- Status of report preparation of Feedback/Satisfaction Surveys from all stakeholders (Students, Teachers etc.) for the academic session 2023-2024.
- Status of report preparation of Seminars/Webinars/Skill-Development/Sensitization programmes (including IKS) organized during academic session 2023-2024.
- Status of report preparation of all Extension and Outreach activities, conducted by NSS or any Department, during academic session 2023-2024.
- Status of report preparation of Sports and Cultural programmes organized during academic session 2023-2024.
- Status of report preparation of Gender Audit, Green and Energy Audit, Administrative and Academic Audit for the academic session 2023-2024.
- Status report of preparation of Academic Calendar for academic session 2024-2025.
- Overall status report of preparation of AQAR for academic session 2023-2024.
- Report of the Coordinator, IQAC, on the current status of quality initiatives and future plans, in the light of the report provided by the NAAC Peer Team (Cycle I).

(Signature)

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

(Signature)

(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote



Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdcm@gmail.com; Website: <https://mangalkotegovtcollege.org>

No.IQAC.13/25

Date: 01.02.2025

To,
Mr. Achintya Kumar Mondal
Oriental Institute of Science and Technology
Dewan Dighi, Katwa Road, Purba Bardhaman - 713101

Sir,

This is to inform you that a meeting of the Internal Quality Assurance Cell (IQAC) will be held on **06.02.2025** (Thursday) in the chamber of Officer-in-Charge, Government General Degree College, Mangalkote, at 3:00 p.m.

Your participation in the aforesaid meeting is highly solicited.

Agenda of the meeting:

- Status of report preparation of Feedback/Satisfaction Surveys from all stakeholders (Students, Teachers etc.) for the academic session 2023-2024.
- Status of report preparation of Seminars/Webinars/Skill-Development/Sensitization programmes (including IKS) organized during academic session 2023-2024.
- Status of report preparation of all Extension and Outreach activities, conducted by NSS or any Department, during academic session 2023-2024.
- Status of report preparation of Sports and Cultural programmes organized during academic session 2023-2024.
- Status of report preparation of Gender Audit, Green and Energy Audit, Administrative and Academic Audit for the academic session 2023-2024.
- Status report of preparation of Academic Calendar for academic session 2024-2025.
- Overall status report of preparation of AQAR for academic session 2023-2024.
- Report of the Coordinator, IQAC, on the current status of quality initiatives and future plans, in the light of the report provided by the NAAC Peer Team (Cycle I).

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Officer-in-Charge
Government General Degree College
Mangalkote, Burdwan



Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: https://mangalkotegovtcollege.org

No.IQAC.14/25

Date: 01.02.2025

To,
Mr. Anamitra Som
Block Development Officer
Mangalkote Development Block

Sir,

This is to inform you that a meeting of the Internal Quality Assurance Cell (IQAC) will be held on **06.02.2025** (Thursday) in the chamber of Officer-in-Charge, Government General Degree College, Mangalkote, at 3:00 p.m.

Your participation in the aforesaid meeting is highly solicited.

Agenda of the meeting:

- Status of report preparation of Feedback/Satisfaction Surveys from all stakeholders (Students, Teachers etc.) for the academic session 2023-2024.
- Status of report preparation of Seminars/Webinars/Skill-Development/Sensitization programmes (including IKS) organized during academic session 2023-2024.
- Status of report preparation of all Extension and Outreach activities, conducted by NSS or any Department, during academic session 2023-2024.
- Status of report preparation of Sports and Cultural programmes organized during academic session 2023-2024.
- Status of report preparation of Gender Audit, Green and Energy Audit, Administrative and Academic Audit for the academic session 2023-2024.
- Status report of preparation of Academic Calendar for academic session 2024-2025.
- Overall status report of preparation of AQAR for academic session 2023-2024.
- Report of the Coordinator, IQAC, on the current status of quality initiatives and future plans in the light of the report provided by the NAAC Peer Team (Cycle I).


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

Officer-in-Charge
Government General Degree College
Mangalkote, Purba Bardhaman




(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. – MAJHIGRAM; BLOCK – MANGALKOTE; SUB DIVISION – KATWA
DISTRICT – PURBA BARDHAMAN; WEST BENGAL; PIN CODE – 713132; INDIA
Email: iqac.ggdcm@gmail.com; Website: <https://mangalkotegovtcollege.org>

No.IQAC.15/25

Date: 01.02.2025

REPORT OF THE IQAC REGARDING CURRENT STATUS AND FUTURE PLANS
IN LIGHT OF THE NAAC PEER TEAM REPORT (CYCLE I)

SECTION-III OF NAAC PEER TEAM PROVIDES AN OVERALL ANALYSIS BASED ON (SWOC)
INSTITUTIONAL STRENGTHS, WEAKNESSES, OPPORTUNITIES AND CHALLENGES:

SWOC Analysis by NAAC Peer Team	Suggestions of the IQAC for Future Action
Well qualified faculty	As a government college with a dynamic faculty base, subject to transfer, it is imperative that: Faculty members pursue research work and publish their findings in quality journals/or as book chapters in edited volumes/single author books, and Faculty members with doctoral degree apply for funded research projects/research grants in consultation with IQAC sub-committee on Research, Development and Innovation.
Good pass percentage despite locational disadvantage	The college has an impressive pass percentage over the last few years. To maintain such record, it is imperative that curriculum delivery and implementation, and teaching, learning and evaluation process is: Student-centric and ICT based (in accordance with UGC Guidelines for Innovative Pedagogical Approaches and Evaluation Reforms, 2022), https://www.ugc.gov.in/pdfnews/1031121_Guidelines-Innovative-Pedagogical-Approaches-Evaluation-Reforms.pdf Formative and summative evaluation methods such as Continuous Internal Assessments (CIA) and Student Exit Surveys (SES) are deployed (in accordance with UGC Guidelines for Innovative Pedagogical Approaches and Evaluation Reforms, 2022), https://www.ugc.gov.in/pdfnews/1031121_Guidelines-Innovative-Pedagogical-Approaches-Evaluation-Reforms.pdf Mentee-Mentee Programme (MMP) for curriculum delivery and implementation related queries, student performance related feedback and grievance redressal, if any, is in place, Additional curriculum enrichment initiatives are undertaken by the Departments via value-added courses, skill development, capacity building and career guidance programs, addressing cross-cutting issues such as gender, environment, professional ethics, human rights, sustainability, and so on, Student-Exit Surveys (SESs) for evaluating learning outcomes should be conducted for all taught courses, towards the end of the



- semester, following Bloom's taxonomy,
- vi. Student performance in Continuous Internal Assessments (CIAs), Centralized Internal Examination, Student Exit Surveys (SESSs) and University Examination should be maintained by the Departments with the help of the college office. **All HoDs should send a copy of the award lists of CIAs, Centralized Internal Examination, and SESSs to the email of the IQAC, when asked for. All Examination Conveners should retain copies of generated reports of the marks of Centralized Internal Examination uploaded on the university portal.**
 - vii. **Departmental meetings** should be held at the beginning of each semester to ensure planning of curriculum delivery, and curriculum enrichment initiatives. **Review meetings** should be held to assess student performance in various evaluations and suggest corrective/remedial measures, wherever necessary. Identification of slow learners should be integral to such meetings. **Special care should be taken to address their problems and necessary documentation (regarding meeting with such learners, identifying their problems, remedial measures suggested, additional learning resources provided etc.) should be in place.**

Safe and secure campus

The college has provided over the year a congenial environment for the overall stakeholder well-being and growth. To retain such environment, and for maintaining the safety and security of all stakeholders, it is imperative that there is steadfast emphasis on:

- i. **Orientation programme for newly admitted students on Rules and Regulations/Code of Conduct** of the college, and general discipline, jointly organized by **Women's Cell** and **Anti-Ragging Committee**,
- ii. **Orientation programme for newly admitted students regarding Grievance Redressal Mechanism** of the college by the **Grievance Redressal Cell**,
- iii. **Gender-sensitization programme for all students** during the odd semester by the **Visakha Cell**, preferably after the completion of admission,
- iv. **Gender-sensitization programme for faculty members and support staff** during the even semester by the **Internal Complaints Committee (ICC)**,
[In accordance with UGC Guidelines for Basic Facilities and Amenities for Safe and Secure Environment for Women and Women's Cell (for Sensitization, Policy Implementation, Monitoring and Grievance Redressal) in Higher Educational Institutions, 2022]
https://www.ugc.gov.in/pdfnews/6110248_CURRICULUM-FRAMEWORK-ENVIRONMENT-FOR-WOMEN-WOMEN-CELL.pdf
[important link for items i. to iv.]
- v. **Inclusivity and anti-discrimination initiatives** focusing on caste, community, religion, disability etc., preferably in the form of interactive workshops/bridge courses by the **Equal Opportunity Cell** during the even semester.
(In accordance with UGC Guidelines to provide Equitable Opportunity for the Socio-Economically Disadvantaged Group in the Higher Educational Institutions, 2024)
https://www.ugc.gov.in/pdfnews/6426821_SEDGs-Guidelines.pdf

Conveners of such committees or statutory cells should conduct meetings with members at least once during each semester and prepare review reports on current status of policy implementation. Audits should be meticulously conducted and policies reframed in the light of changing



	<i>circumstances.</i>
Curriculum enrichment through add-on courses:	The college has over the last few years offered a number of add-on courses which have been successfully conducted by the Departments. In addition to department/discipline-specific courses, Departments may collaborate to design and offer add-on courses on inter/trans/multi-disciplinary concerns such as: Human values (in accordance with UGC Mulya Pravah 2.0 initiative, 2023) https://www.ugc.gov.in/pdfnews/8799370_Mulya-Parvah_Guideline.pdf Professional ethics (in accordance with UGC Mulya Pravah 2.0 initiative, 2023) https://www.ugc.gov.in/pdfnews/8799370_Mulya-Parvah_Guideline.pdf Indian Knowledge System (in accordance with UGC Guidelines for Introduction of Indian Knowledge in Higher Education Curricula, 2023) https://www.ugc.gov.in/pdfnews/6436045_Guidelines-IKS-in-HE-Curricula.pdf Social Responsibility and Community Engagement (in accordance with UGC Guidelines for fostering Social Responsibility and Community Engagement in Higher Educational Institutions in India 2.0, 2022) https://www.ugc.gov.in/pdfnews/4187860_Revised-Final-Guidelines.pdf Global Citizenship (in accordance with UGC Guidelines For Internalization of Higher Education and Educational Framework for Global Citizenship in Higher Education, 2021) https://www.ugc.gov.in/e-book/IHE%20Guideline/mobile/index.html & https://www.ugc.gov.in/e-book/GCED1/mobile/index.html Academic Integrity and Research Quality (in accordance with UGC Guidelines for Academic Integrity and Research Quality) https://www.ugc.gov.in/e-book/Academic%20and%20Research/mobile/index.html

SECTION-IV OF NAAC PEER TEAM RECOMMENDATIONS CAN BE BROADLY CLASSIFIED INTO:

- i) **Recommendations directly within the purview of the Higher Education Department, Government of West Bengal and the Head of the Institution (HOI):**

NAAC Peer Team (Cycle 1) Recommendations	IQAC recommendations to the Head of the Institution (HOI) for Future Action
Allocation of additional land for outdoor sports facilities.	In addition to the proposal to the Government of West Bengal for allotment of additional land for outdoor sports facilities, an indoor sports complex can be built within already existing built area. Planning and Development Committee may be asked to identify already built area that can be transformed into an indoor sports



	<i>complex, in consultation with the Sports Committee.</i>
Introduction of more programs with wider options such as Education, Physical Education, Sanskrit, Geography and Computer Science.	The college already has sanctioned teaching posts in Philosophy, Physiology, Education and Sanskrit. So the college authority may apply to the West Bengal Council of Higher Education for the introduction of the following courses: a) NAAC recommended subjects: Physical Education, Geography and Computer Science, b) NAAC recommended subjects for which teaching posts are already sanctioned: Education, Sanskrit, and c) Subjects for which teaching posts are already sanctioned: Philosophy and Physiology
Recruitment to fill all vacant sanctioned faculty positions on priority basis, such as English.	The college may write to the Higher Education Department, Government of West Bengal, to ensure urgent filling up of vacant teaching posts. Shortage of teaching staffs affects smooth functioning of the academic and administrative machinery of the college.
Procurement of more reference books, magazines and periodicals for competitive examinations.	In addition to the regular, annual purchase of books for various departments, additional books, periodicals and magazines may be purchased for the aspirants of civil services and competitive examinations. <i>The Career Counselling Cell and the Competitive Examination and Communicative English Awareness Cell may be asked to prepare a list of such books, periodicals and magazines.</i>
Recruitment of technical staff for library and laboratory.	The Higher Education Department, Government of West Bengal, may be requested to ensure urgent appointment of library and laboratory staff, whose absence affects the optimal utilization of library and laboratory resources.
Installation of solar panels/generator for power back-up.	The Head of the Institution can follow up earlier communications with concerned authorities for the installation of solar panels.
Provision of additional commutation facilities for students from nearby villages.	Considering the lack of feasibility of this particular NAAC peer team recommendation, given that the college is a government institution, the Head of the Institution can however write to concerned authorities to increase the frequency of buses in the area. The Head of the Institution can also consider writing to the concerned authorities/vehicle unions for local e-vehicle stand/stop to ease transportation related troubles.
Establishment of formal placement cell.	Considering the difficulties of establishing a formal placement cell in a newly established, rural government college, the Career Counselling Cell, in consultation with Student Affairs Committee, may conduct a survey of some new and old government college initiatives towards establishing placement cells, and design a plan for establishing such a cell in the college.
Better canteen facilities.	A Canteen Committee may be formed to oversee and monitor canteen facilities and offer suggestions for improvement.

ii) Recommendations within the purview of the Internal Quality Assurance Cell, under the aegis of the Higher Educational Institution (HEI) and the Head of the Institution (HOI):

NAAC Peer Team (Cycle 1) Recommendations	IQAC Future Plan of Action
Focus on life/soft skills training including career counselling	During the last five years, the college has carried out several life/soft skills training programs for the students, including career counselling. Skill development and capacity building initiatives in the future will focus on global competencies such as problem-solving skills, critical thinking, creativity,



communication skills, coordination and collaboration with others, leadership qualities, 'learning how to learn' skills, multicultural and cross-cultural awareness, value inculcation, autonomy and responsibility, environmental awareness and action, community engagement and service in alignment with *UGC Educational Framework for Global Citizenship in Higher Education (2021)*.

These skill-development and capacity-building initiatives, derived from the *UGC Educational Framework for Global Citizenship in Higher Education (2021)*, will address issues of global governance structures and issues, cultural diversity and tolerance, inequality, gender equality, human rights education, peace and non-violence, combating climate change, environmental sustainability etc.

<https://www.ugc.gov.in/e-book/GCED1/mobile/index.html>

In accordance with the *UGC Guidelines for Internationalization of Higher Education (2001)*, strategic skill development and capacity building initiatives will aim to foster global competencies through the Global Citizenship approach, ICT based internationalization, academic and research collaboration, brand building and alumni connect.

<https://www.ugc.gov.in/e-book/IHE%20Guideline/mobile/index.html>

Organization of student-oriented activities

Student-Oriented Activities relating to Curriculum Implementation, Teaching, Learning and Evaluation at the Departmental Level:

In accordance with the *UGC Guidelines for Innovative Pedagogical Approaches and Evaluation Reforms (2022)*, departments should adopt pedagogical practices:

- i. addressing different learning needs of the students,
- ii. using different learning modes like physical, online or blended,
- iii. using multi/interdisciplinary pedagogical approaches,
- iv. involving evaluation in terms of predefined learning outcomes, and
- v. enabling collaboration, creation and co-creation.

Physical/offline student-centric teaching, learning and evaluation methods may include:

- i. Group discussion, talks and presentations
- ii. Role-plays and Brainstorming sessions
- iii. Guided questioning, interpretative trails, class diaries
- iv. Music, poetry and visual art integration
- v. Stimulus activities, critical incidents, reflexive accounts, story-telling
- vi. Case-studies, critical reading and writing
- vii. Problem and solution based learning
- viii. Fieldwork based or outdoor learning
- ix. Peer teaching and flipped classrooms

Online student-centric teaching, learning and evaluation methods may include:

- i. Live online classes
- ii. Online quizzes
- iii. Pre-recorded video lectures
- iv. Class blogs etc.

Blending of physical/offline and online modes is imperative.

https://www.ugc.gov.in/pdfnews/1031121_Guidelines-Innovative-Pedagogical-



Student-Oriented Activities relating to Skill-Development and Career Counselling, Overall Physical, Mental and Emotional Well-being at the Institutional Level:

In accordance with the UGC Educational Framework for Global Citizenship in Higher Education (2021), skill-development and capacity-building initiatives will focus on developing **global competencies** such as via the **Career Counselling Cell**:

- i. problem-solving skills
- ii. critical thinking
- iii. creativity
- iv. communication skills
- v. coordination and collaboration with others,
- vi. leadership qualities,
- vii. 'learning how to learn' skills,
- viii. multicultural and cross-cultural awareness,
- ix. value inculcation,
- x. autonomy and responsibility,
- xi. environmental awareness and action, and
- xii. community engagement and service.

<https://www.ugc.gov.in/e-book/GCED1/mobile/index.html>

In accordance with the UGC Guidelines for Internationalization of Higher Education (2021), strategic skill-development and capacity-building initiatives will aim to foster **global competencies** via the **Career Counselling Cell** through:

- i. Global Citizenship approach,
- ii. ICT based internationalization,
- iii. academic and research collaboration,
- iv. brand building, and
- v. alumni connect.

<https://www.ugc.gov.in/e-book/IHE%20Guideline/mobile/index.html>

In accordance with the UGC Guidelines for Promotion of Physical Fitness, Sports, Students' Health, Welfare, Psychological and Emotional Well-Being at Higher Educational Institutions of India, the college aims to ensure the following through the **Student Affairs Committee and other committees and statutory cells**:

- a) **Emotional adjustment, guidance and counselling services on mental and physical health**, maintenance of records of students appearing to be more vulnerable and stress-prone for more support and resilience building exercises, in alignment with UGC Manodarpan Scheme:

https://manodarpan.education.gov.in/assets/img/pdf/advisory_for_university_0105.pdf

- b) **Physical fitness and activity programs**, and intramural monthly sports, in collaboration with Sports Committee.

- c) **Self-development programs for students** in alignment with the UGC **Deeksharambha and Jeevan Kaushal Schemes**, in association with the **Career Counselling Cell, National Service Scheme (NSS) Committee and Competitive Examination and Communicative English Awareness Cell (CECEAC)**. MoUs may be signed to



	<i>promote collaborative student welfare activities.</i> https://www.ugc.gov.in/e-book/DEEKSHARAMBH-ENGLISH.pdf https://www.ugc.gov.in/pdfnews/4371304_LifeSkill_JeevanKaushal_2023.pdf The Seminar and Workshop Committee, and the Publication Committee should be involved in these student-oriented activities. Members of other statutory cells such as Women's Cell, Anti-Ragging Committee, Visakha Cell and Kanyasree Club may be inducted in committees conducting such programmes. https://www.ugc.gov.in/pdfnews/7223595_Guidelines-for-Promotion-of-Physical-Fitness-Sports-Students-Health-Welfare-Psychological-and-Emotional-Well-Being-at-Higher-Educational-Institutions-of-India.pdf
Attract funds for research from various regional and national funding agencies, industries and NGOs.	The college had a few funded research projects in the first cycle of NAAC peer team visit. It is highly imperative that number of such projects increase and funds are attract from diverse regional and national agencies not only for research within the institution but also for quality initiatives such as national and state-level seminars and workshops, and social outreach activities. Funding from the industries and the development or social sector will also open up newer avenues for quality enhancement through collaborative training initiatives and internships in accordance with the <i>UGC Guidelines on Sustainable and Vibrant University-Industry Linkage System for Indian Universities, 2024</i>, <i>UGC Guidelines for Internship/Research Internship for Under Graduate Students, 2024</i>, and <i>UGC Guidelines for Transforming Higher Education Institutions into Multidisciplinary Institutions, 2022</i>: https://www.ugc.gov.in/pdfnews/4915310_Sustainable-and-Vibrant-University-Industry-Linkage-System.pdf https://www.ugc.gov.in/pdfnews/2051511_Internship-Research-Internship-Guidelines.pdf https://www.ugc.gov.in/pdfnews/5599305_Guidelines-for-Transforming-Higher-Education-Institutions-into-Multidisciplinary-Institutions.pdf


 (Dr. PRADIPTA KUMAR BASU)
 Officer-In-Charge
 Government General Degree
 College, Mangalkote

Officer-In-Charge
 Government General Degree
 College, Mangalkote




 (Dr. PINAKI ROY)
 Coordinator, IQAC
 Government General Degree
 College, Mangalkote
 Coordinator, IQAC
 Govt. General Degree College,
 Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

Date: 07.02.2025

No.IQAC.16/25

**RESOLUTIONS OF THE EXTENDED MEETING OF THE HOI AND THE IQAC WITH
OTHER FACULTY MEMBERS AND THE LIBRARIAN HELD ON 06.02.2025:**

**ITEM 1: STATUS OF REPORT PREPARATION OF STAKEHOLDER FEEDBACKS
(STUDENTS, TEACHERS ETC.) FOR THE ACADEMIC SESSION 2023-2024**

The house was informed that the stakeholder feedbacks for the academic session 2023-2024 are being prepared by the Coordinator, IQAC. The house was further informed that, in addition to the student feedback on teaching, learning and evaluation and associated curricular aspects, and the teacher feedback, a separate student feedback on overall institutional performance is necessary for the academic session 2023-2024, as per the requirements of Criterion 2, which will be conducted by the Coordinator, IQAC.

**ITEM 2: STATUS OF REPORT PREPARATION OF SEMINARS/WEBINARS/SKILL-
DEVELOPMENT/SENSITIZATION PROGRAMMES (INCLUDING IKS) ORGANIZED DURING
ACADEMIC SESSION 2023-2024**

Mr. Debaditya Dutta, Assistant Professor in Sociology and Convener, Publication Committee, responsible (vide Notification No. IQAC. 9/25 dated 18/01/2025), along with Dr. Tahira Tashneem, Assistant Professor in English and Convener, Seminar and Workshop Committee, for collecting activity reports of seminars, webinars, skill-development/sensitization programmes (including IKS) conducted during 2023-2024, submitted an exhaustive list of all such programmes and informed the house that reports are being collected based on the list of programmes.

The Coordinator, IQAC, informed the house that some activity reports have already been submitted by the organizers of particular programmes conducted during 2023-2024.

**ITEM 3: STATUS OF REPORT PREPARATION OF ALL EXTENSION AND OUTREACH
ACTIVITIES, CONDUCTED BY NSS OR ANY DEPARTMENT, DURING ACADEMIC
SESSION 2023-2024**

The house was informed that the reports of the NSS activities conducted during 2023-2024 are being prepared by the Coordinator, IQAC.

**ITEM 4: STATUS OF REPORT PREPARATION OF SPORTS AND CULTURAL
PROGRAMMES ORGANIZED DURING ACADEMIC SESSION 2023-2024**



Dr. Dinesh Maity, Assistant Professor in Chemistry and Convener, Sports Committee, from the academic session 2024-2025, informed the house that he will communicate with the erstwhile convener of the sports committee to finalize the activity reports of sports conducted during 2023-2024.

Mr. Hirak Kumar Sinha Maha Patra, Assistant Professor in History and Convener, Cultural Committee since the transfer of erstwhile convener of the cultural committee, was asked to collect the earlier records (notice books etc.) from the HOI, identify the gaps and prepare pending reports.

ITEM 5: STATUS OF REPORT PREPARATION OF GENDER AUDIT, GREEN AND ENERGY AUDIT, ADMINISTRATIVE AND ACADEMIC AUDIT FOR THE ACADEMIC SESSION 2023-2024

All members who were assigned the responsibility of preparing reports of gender audit, green and energy audit, administrative and academic audit for the academic session 2023-2024, were asked to keep the deadline in mind. Dr. Shirshnu Kumar Kundu, Assistant Professor in Chemistry and Convener, Energy Audit Committee, informed the HOI that increase in the green cover of the college is necessary for newer inputs/significant additions to the already existing audit reports. The point was noted by the HOI.

The Coordinator, IQAC, informed that Ms. Tinat Rukhsana, Assistant Professor in Political Science and Convener, Gender Audit Committee, has initiated the process of data collection necessary for conducting gender audit for the academic session 2023-2024.

The Coordinator further informed the house that he has received a meticulously prepared questionnaire for administrative and academic audit from Dr. Akash Kedia, Assistant Professor in Botany and Convener, Administrative and Academic Audit Committee. However, response to the questionnaire cannot be provided unless the full AQAR (for the academic session 2023-2024) with both quantitative and qualitative items is prepared. Hence, the HOI was requested to extend the deadline for the completion of the Administrative and Academic Audit report 2023-2024 to 15/03/2025, which was granted.

ITEM 6: STATUS REPORT OF PREPARATION OF ACADEMIC CALENDAR FOR ACADEMIC SESSION 2024-2025

Mr. Keshab Chandra Saha, Assistant Professor in Bengali, responsible for finalizing the academic calendar for 2024-2025 (vide Notification No. IQAC. 6/25 Dated 18/01/2025), informed the house that the process is still underway. He was asked by the HOI to complete the finalization process within 20/02/2025.

ITEM 7: OVERALL STATUS REPORT OF PREPARATION OF AQAR FOR ACADEMIC SESSION 2023-2024

The Coordinator, IQAC, informed the house that the faculty members are in the process of preparing reports of the activities conducted during 2023-2024. The house as further informed that there are various other tasks that are necessary for the compilation of the final AQAR for the academic session 2023-2024 such as procuring certificates from the affiliating university or relevant authorities, which needs to be done carefully, and requires more time and coordinated action.



The HOI was therefore requested to grant more time for the completion of the proper documentation of backlog activities and initiatives.

ITEM 8: REPORT OF THE COORDINATOR, IQAC, ON THE CURRENT STATUS OF QUALITY INITIATIVES AND FUTURE PLANS, IN LIGHT OF THE REPORT PROVIDED BY THE NAAC PEER TEAM (CYCLE I)

The Coordinator, IQAC, provided a brief overview of the detailed report concerning the current status and future plan of action in light of the suggestions received from the NAAC Peer Team (Cycle I). Due to the paucity of time, the Coordinator could not present the entire report but all stakeholders were informed that the report will be provided to them with necessary web-links for streamlining future action and informed participation in the quality initiatives of the institution.

The Coordinator sought the permission of the HOI to present the full report in the next extended meeting of the IQAC.

The meeting ended with vote of thanks to the HOI/Chairperson of the IQAC.


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote




(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

NOTICE

No.IQAC.17/25

Date: 17.02.2025

It is hereby notified for the information of all concerned that an extended meeting of the HOI and the Coordinator, IQAC, with all members of the IQAC, other faculty members and the librarian will be held on **21.02.2025 (Friday) at 3:00 p.m.** regarding the status of completion of tasks related to the compilation of AQAR 2023-2024 (mainly, preparation of various reports) and the submission of such reports/documents on or within 20.02.2025, vide Notification No. IQAC. 9/25 dated 18/01/2025.

Additionally, the Criterion-wise Plan of Action for the preparation of AQAR 2023-2024 and 2024-2025 will be discussed in the meeting.

Attendance and cooperation of all concerned is highly solicited.


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote



Officer-in-Charge
Government General Degree College
Mangalkote, Katwa


(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



सत्यमेव जयते

Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

Date: 17.02.2025

No.IQAC.18/25

To,
Mr. Anamitra Som
Block Development Officer
Mangalkote Development Block

Sir,

This is to inform you that a meeting of the Internal Quality Assurance Cell (IQAC) will be held on **21.02.2025** (Friday) in the chamber of Officer-in-Charge, Government General Degree College, Mangalkote, at 3:00 p.m.

Your participation in the aforesaid meeting is highly solicited.

Agenda of the meeting:

- Status of completion of tasks related to the compilation of AQAR 2023-2024 (mainly, preparation of various reports) and the submission of such reports/documents on or within 20.02.2025.
- Criterion-wise Plan of Action for the preparation of AQAR 2023-2024 and 2024-2025.
- Matters arising.

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote



(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdcm@gmail.com; Website: <https://mangalkotegovtcollege.org>

No.IQAC.19/25

Date: 17.02.2025

To,
Dr. Saurabh Chakrabarti, WBSES
Principal, Bidhannagar College

Sir,

This is to inform you that a meeting of the Internal Quality Assurance Cell (IQAC) will be held on **21.02.2025** (Friday) in the chamber of Officer-in-Charge, Government General Degree College, Mangalkote, at 3:00 p.m.

Your participation in the aforesaid meeting is highly solicited.

Agenda of the meeting:

- Status of completion of tasks related to the compilation of AQAR 2023-2024 (mainly, preparation of various reports) and the submission of such reports/documents on or within 20.02.2025.
- Criterion-wise Plan of Action for the preparation of AQAR 2023-2024 and 2024-2025.
- Matters arising.

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote



(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

Date: 17.02.2025

No.IQAC.20/25

To,

Dr. Amit Kumar Rakshit

Superintendent, Singot Rural Hospital, District - Purba Bardhaman

Sir,

This is to inform you that a meeting of the Internal Quality Assurance Cell (IQAC) will be held on **21.02.2025** (Friday) in the chamber of Officer-in-Charge, Government General Degree College, Mangalkote, at 3:00 p.m.

Your participation in the aforesaid meeting is highly solicited.

Agenda of the meeting:

- Status of completion of tasks related to the compilation of AQAR 2023-2024 (mainly, preparation of various reports) and the submission of such reports/documents on or within 20.02.2025.
- Criterion-wise Plan of Action for the preparation of AQAR 2023-2024 and 2024-2025.
- Matters arising.


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote




(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

Date: 17.02.2025

No.IQAC.21/25

To,
Mr. Achintya Kumar Mondal
Oriental Institute of Science and Technology
Dewan Dighi, Katwa Road, Purba Bardhaman - 713101

Sir,
This is to inform you that a meeting of the Internal Quality Assurance Cell (IQAC) will be held on **21.02.2025** (Friday) in the chamber of Officer-in-Charge, Government General Degree College, Mangalkote, at 3:00 p.m.

Your participation in the aforesaid meeting is highly solicited.

Agenda of the meeting:

- Status of completion of tasks related to the compilation of AQAR 2023-2024 (mainly, preparation of various reports) and the submission of such reports/documents on or within 20.02.2025.
- Criterion-wise Plan of Action for the preparation of AQAR 2023-2024 and 2024-2025.
- Matters arising.

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote



(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

NOTICE

Date: 22.02.2025

No.IQAC.22/25

MINUTES AND RESOLUTIONS OF THE EXTENDED MEETING OF THE HOI AND COORDINATOR, IQAC, WITH ALL FACULTY MEMBERS AND THE LIBRARIAN HELD ON 21.02.2025:

ITEM 1: STATUS OF COMPLETION OF TASKS ASSIGNED TO CONCERNED FACULTY MEMBERS RELATED TO THE COMPILATION OF AQAR 2023-2024 AND SUBMISSION OF THE SAME WITHIN THE PRIOR NOTIFIED DEADLINE (VIDE NOTIFICATION NO. IQAC. 9/25 DATED 18/01/2025)

- (i) The house was informed that the reports of the **Student and Teacher Feedback Surveys for the academic year 2023-2024 related to teaching, learning, evaluation and syllabus transaction** have been prepared by the Coordinator, IQAC. Data for the two survey reports were already available in the IQAC database. However, no student feedback on overall institutional performance is available for the academic session 2023-2024. **It was resolved that the Coordinator, IQAC, will share a Google form link for collecting student feedback on overall institutional performance during 2023-2024 to be filled in by students of Semester III and V only. The link will be shared shortly.**
- (ii) The house was informed that the reports of **seminars, webinars, workshops, skill development initiatives and sensitization programmes** have been received by the Coordinator, IQAC, within the due date. However, concerned faculty members were informed that they may consider sending revised reports **(within next seven days)** if not sent in the following format or order:
 - (a) Cover page of the report mentioning title, type, date, venue and organizers of the programme,
 - (b) Brief introduction, objectives, proceedings, number of students participated, outcomes and conclusion (the body of the report should have sufficient geo-tagged photographs embedded as evidence),
 - (c) Attachments/enclosures: Notification, Flyer (advisable), Copy of Invitation Letter and Certificate issued to Invited Experts (if any), Student Attendance-cum-Signature Sheet.



- (iii) The house was informed that the pending reports of **Extension and Outreach Activities** of the NSS Unit conducted during 2023-2024 have been prepared by the Coordinator, IQAC.
- (iv) The Coordinator, IQAC, informed the house that reports of **sports** activities organized by the Sports Committee during 2023-2024 have been received within the deadline. Regarding the reports of the **cultural programmes** conducted during 2023-2024, the Convener of the Cultural Committee was requested to urgently procure the previous records of the Cultural Committee submitted to the HOI at the time of transfer of the erstwhile convener. **The Convener was requested to prepare a list of programmes conducted during the period, identify whether all documents are in place, and prepare pending reports, if any, and submit within 15th March, 2025.**
- (v) The house was informed by the Coordinator, IQAC, that **Gender Audit** for the academic session 2023-2024 is already underway but the process of completion may take some time as the semester V students are appearing for the University examination. **It was resolved that all departmental heads will ensure that the Google form link for the survey is circulated to the semester V students after their University examinations are over, and the report preparation for the Gender Audit is completed within 15th March, 2025.**
- (vi) Regarding the Green Audit report for academic session 2023-2024, the Joint Convener of the Committee suggested that it will be better if such audits are conducted once in two years so that substantial changes are reflected in the report. In response, the HOI opined that it is advisable to conduct such audits every year. The Convener of the Energy Audit Committee informed the house that the energy audit report for the academic session 2023-2024 is yet to be completed. **It was resolved that Green and Energy audit reports for the academic session 2023-2024 will be completed and submitted within 15th March, 2025.**
- (vii) The house was informed by the Coordinator, IQAC, that finalization of the **Academic and Administrative Audit (AAA) report** for the academic session 2023-2024 will require some time as the data required for the AAA report is to be derived from the data collected for AQAR 2023-2024. The process of data collection for AQAR 2023-2024 has just begun and therefore the finalization of the AAA report is likely to be delayed. However, **it was decided that the HOI will be informed about the progress on or within 15th March, 2025 as a prior extension (till 15/03/2025) was granted in this regard to the Academic and Administrative Audit Committee vide Notification No. IQAC. 16/25 dated 07.02.2025.**



- (viii) The house was informed by the Coordinator, IQAC, that the finalized **Academic Calendar** for the session 2024-2025, prepared by Mr. Keshab Chandra Saha, was received within the deadline. **It was resolved that revisions, if required, will be communicated to the concerned faculty member shortly.**

ITEM 2: DISCUSSION OF CRITERION-WISE PLAN OF ACTION FOR THE PREPARATION OF AQAR FOR THE ACADEMIC SESSION 2023-2024 (PENDING) AND 2024-2025 (CURRENT)

The Criterion-Conveners and the supporting faculty members were informed that the preparations for the **compilation of AQAR 2023-2024 (pending) and 2024-2025 (current) should begin urgently.**

The house was informed that the **Plan of Action** was described in detail to the **Criterion Conveners 1, 2, 4, 5 and 7 on one-to-one basis on 21/02/2025** and the hard copies of relevant portions of the AQAR format was handed over to them. Notifications with detailed instructions and data templates facilitating preparation of relevant certificates will be issued and mailed to the concerned Criterion Conveners shortly. The Coordinator, IQAC, will meet the rest of the Criterion Conveners (3 and 6) on **28/02/2025** for detailed discussion regarding criterion-specific plan of action.

Sample reports/certificates from previous records will be sent to the concerned Criterion Conveners to assist preparation of documents for both the academic sessions.

MISCELLANEOUS

- (i) It was resolved that all faculty members who have participated in **Faculty Development Programmes** in the academic sessions **2023-2024 and 2024 - till date** have to submit copies of relevant documents to the Coordinator, IQAC, within 28th February, 2025 (**vide Notification No. IQAC. 23/25 Dated 22.02.2025**).
- (ii) It was resolved that all Departments will complete **Continuous Internal Assessments (CIAs)** of **Semester I and III** students preferably within the **first week of March, 2025** and conduct **Mentoring Sessions** under the **Mentor-Mentee Programme** before the commencement of University examinations of the concerned students (**vide Notification No. IQAC. 24/25 Dated 22.02.2025**).
- (iii) Additionally, faculty members are requested to procure and submit **Joint Activity Certificates** for collaborative quality initiatives and activities conducted under **MoUs/Research Collaborations** with other educational institutions and organizations (**vide Notification No. IQAC. 25/25 Dated 22.02.2025**).



The meeting ended with vote of thanks to the Chairperson of the IQAC.



(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

Officer-in-Charge
Government General Degree College
Mangalkote, Burdwan



(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



सत्यमेव जयते

Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdcm@gmail.com; Website: https://mangalkotegovtcollege.org

NOTICE

No.IQAC.23/25

Date: 22.02.2025

Faculty members who have attended **online/offline Faculty Development Programmes** such as **Orientation/Faculty Induction Programme (OP/FIP)**, **Refresher Course**, **Short Term Course**, **NEP Sensitization Programme** between **1st June 2023 - 31st May 2024** (Academic Session 2023-2024) and **1st June 2024 - till date** (Academic Session 2024-2025) are requested to submit copies of the following documents for the record of the Internal Quality Assurance Cell:

1. Application to the HOI, duly forwarded by the Coordinator, IQAC (if available). *Provide a print out of the email communication in case of online application to the HOI and Coordinator, IQAC.*
2. List of eligible participants provided by the concerned erstwhile UGC-HRDC/MMTTC (if available). *Highlight the name of the faculty member.*
3. Call Letter issued to the faculty member by the concerned erstwhile UGC-HRDC/MMTTC.
4. Course Completion Certificate.
5. Release Order issued to the faculty member by the concerned erstwhile UGC-HRDC/MMTTC.

Concerned faculty members are requested to send scanned copies of the aforementioned documents (in the above order) to the official email address of the IQAC and submit hard copies to the Coordinator, IQAC, within 28th February, 2025.

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote



(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote

Officer-In-Charge
Government General Degree College
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdcm@gmail.com; Website: <https://mangalkotegovtcollege.org>

NOTICE

No.IQAC.24/25

Date: 22.02.2025

Departments are requested to conduct the Continuous Internal Assessment (CIA) of Semester I and III students preferably **within first week of March, 2025**. It is imperative that mentoring of these two semesters (under the Mentor-Mentee Programme) is completed before the commencement of University examinations.

Departments are requested to ensure that CIAs of all courses are conducted using **student-centric methods** and **ICT tools**, *as far as practicable*. Notifications to the departmental faculty members and the students concerning such assessments, separate student attendance sheets, answer-scripts/assignments/project reports etc. and geo-tagged photographs of student-centric activities (if conducted), *whichever is applicable*, should be maintained by the departments.

As per the academic policy of the college, mentoring sessions are conducted after the CIAs are completed to provide performance related feedback or address queries related to teaching-learning or grievances related to evaluation. *Mentors may additionally address non-academic queries in the mentoring sessions.*

The methodology of the Mentor-Mentee Programme is as follows (please ensure that all CIAs are completed before the mentoring sessions are conducted):

Step 1: Prepare and notify a list of mentees and assign departmental faculty members as mentors per semester.

Step 2: After the Mentor-Mentee list is notified by the Department, each mentor should meet the mentees on a prior notified date and decide the date and topic/theme of the mentoring session. In addition to CIA related feedback and queries/grievances regarding teaching-learning and evaluation, mentors can address any issue/crisis affecting the mentees. *For instance, if majority of the mentees complaint about the lack of availability of good books in Bengali, a special session may be conducted addressing the issue. Or, if mentees are facing problems related to communication in English, a webinar by an external expert may be organized to address the problem.* On the date/s of the mentoring activity, separate signature sheet/s should be provided to the students and photographic evidence of the activity should be kept.



Step 3: After the mentoring session/s is/are over, mentors should provide feedback forms to the mentees for their feedback and themselves provide the mentor feedback/report in the prescribed format with details of activities conducted and future plans.

The focus of the mentoring session should be primarily on one-to-one feedback related to performance in CIA and queries/grievances related to teaching-learning and evaluation.

Serious grievances, emanating from the sessions, are to be communicated to the Head of the Department by the Mentor in writing. In case such grievances are not resolved at the departmental level, it may be communicated/forwarded to the Convener, Student Grievance Redressal Committee, for further enquiry.

All concerned are requested to refer to the following enclosures for ready reference and future action.

- 1. Sample of Mentor-Mentee Allotment List to be notified by the department**
- 2. Sample of Mentee Attendance Sheet**
- 3. Sample of Mentee Feedback Form**
- 4. Sample of Mentor Feedback Form**

Cooperation of all is highly solicited for smooth completion of the CIAs and the mentoring sessions.



(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

Officer-in-Charge
Government General Degree College
Mangalkote, Burdwan



(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote

Copy forwarded to:

1. All Head of the Departments.



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdcm@gmail.com; Website: https://mangalkotegovtcollege.org

NOTICE

Date: 22.02.2025

No.IQAC.25/25

All faculty members are hereby informed that the college has several **MoUs/Research Collaborations** with educational institutions and other organizations, and are requested to procure **Joint Activity Certificates** after the completion of the **Collaborative Quality Initiatives in association with such educational institutions and organizations**. This is applicable for activities carried out in individual capacity such as delivering invited lectures (online or offline), publishing research papers or as an institution such as collaborative extension, outreach and social awareness activities.

All faculty members are requested to refer to the **List of Functional MoUs/Research Collaborations** provided below for ready reference and necessary action:

Sl. No.	Particulars	MoU/ Research Collaboration	Year of Agreement
1	SUKUL INSTITUTE OF HOMOEPATHIC RESEARCH, SANTINIKETAN	Research Collaboration	2019
2	DR. BHOLANATH MONDAL, DEPARTMENT OF PLANT PATHOLOGY, PALLI-SIKSHA BHAWANA, VISWA-BHARATI, SRINIKETAN	Research Collaboration	2019
3	DR. PARTHA ROY, PROFESSOR, DEPARTMENT OF CHEMISTRY JADAVPUR UNIVERSITY	Research Collaboration	2022
4	GOVERNMENT GENERAL DEGREE COLLEGE, NARAYANGARH	MOU	2022
5	ST. XAVIER'S COLLEGE	MOU	2022
6	SINGOT RURAL HOSPITAL	MOU	2022
7	GOVERNMENT GENERAL DEGREE COLLEGE, KALNA-I	MOU	2022
8	GOVERNMENT GENERAL DEGREE COLLEGE, SALBONI	MOU	2022
9	JAMALPUR MMAHAVIDYALAYA, JAMALPUR	MOU	2022
10	SHIMULIA II GRAM PANCHAYAT, PALISHGRAM	MOU	2022
11	KATWA COLLEGE	MOU	2022
12	NEW DAS BAKERY	MOU	2022
13	MUKHERJEE ENGINEERING COMPANY	MOU	2022
14	MATHRUN NABIN CHANDRA INSTITUTION (H.S)	MOU	2022
15	TURKU HANSDA LAPSA HEMRAM (THLH) MAHAVIDYALAYA	MoU	2022
16	PURBASTHALI COLLEGE	MoU	2022
17	KANDRA RADHAKANTA KUNDU MAHAVIDYALAYA	MoU	2022
18	DR. NAKUL CHANDRA MAITI, SENIOR PRINCIPAL SCIENTIST, DIVISION OF STRUCTURAL BIOLOGY AND BIOINFORMATICS, CSIR-INDIAN INSTITUTE OF CHEMICAL BIOLOGY	Research	2022



		Collaboration	
19	MAJIGRAM BISWESWARI HIGH SCHOOL (H.S)	MoU	2022
20	INSTITUTE OF EDUCATION (P.G) FOR WOMEN, CHANDERNAGORE	MoU	2022
21	KATWA MUNICIPALITY	MoU	2023
22	PALISHGRAM HIGH SCHOOL (H.S.)	MoU	2023
23	DR. GOUR MOHAN ROY COLLEGE	MoU	2024
24	KATWA BHARATI BHABAN	MoU	2024
25	SHARANYA MULTISPECIALITY HOSPITAL	MoU	2024
26	KATWA KASHIRAM DAS INSTITUTION	MoU	2024
27	KATWA SUBDIVISIONAL HOSPITAL	MoU	2024
28	TAKI GOVERNMENT COLLEGE	MoU	2024
29	START UP FOUNDATION	MoU	2024
30	RICE EDUCATION	MoU	2025

Attention is also drawn to the fact that a **few MoUs/Research Collaborations** have **expired** and concerned faculty members are requested to necessary steps to renew such MoUs/Research Collaborations:

Sl. No.	Particulars	MoU/ Research Collaboration	Year of Agreement
1	GOVERNMENT GENERAL DEGREE COLLEGE, LALGARH	MoU	2020
2	JHARGRAM RAJ COLLEGE, GIRLS' WING	MoU	2020

A sample copy of the joint activity certificate in the editable format is attached herewith for proper and necessary documentation.

Cooperation of all is highly solicited in this regard.


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote




(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote
Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdcm@gmail.com; Website: <https://mangalkotegovtcollege.org>

NOTICE

No.IQAC.26/25

Date: 22.02.2025

As per the directive of the Head of the Institution, all faculty members are requested to fill in the proforma attached herewith and send to the email address (akashkedia28@gmail.com) or personal whatsapp number of **Dr. Akash Kedia, Assistant Professor and Head, Department of Botany and Member, IQAC, urgently within 26/02/2025, for the future processing of CAS related documents.**

Cooperation of all concerned is highly solicited in this regard.

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

Officer-in-Charge
Government General Degree College
Mangalkote, Burdwan



(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

Date: 26.02.2025

No.IQAC.27/25

To,
Dr. Tahira Tashneem
Assistant Professor & Head, Department of English
Member, IQAC & Convener, **Criterion I (Curricular Aspects)**
Govt. General Degree College, Mangalkote

Madam,

You are requested to compile the AQAR (**Criterion I: Curricular Aspects**) for the **Academic Sessions 2023-2024 and 2024-2025** with the assistance of Mr. Keshab Chandra Saha, Assistant Professor in Bengali, Govt. General Degree College, Mangalkote.

Please follow the detailed check-list with instructions provided below to collect necessary data and documents (*prepare wherever necessary*), and compile the AQAR (**Criterion I: Curricular Aspects**) for the period from June 1st 2023 to May 31st 2024 and 1st June 2024 to till date:

Criterion 1: Curricular Aspects

Key Indicator-1.1: Curriculum Planning and Implementation

Metric 1.1.1 (QIM): Effective curriculum delivery through a well planned and documented process

Documents required: Departmental notifications pertaining to faculty meetings for syllabus distribution and the resolutions, departmental routines, teacher-wise lesson plan and other relevant documents.

Metric 1.1.2 (QIM): Adherence to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Documents required: Academic Calendar showing slots allotted for Continuous Internal Evaluation/Assessment, departmental (composite, if any)/teacher-wise CIA notification mentioning date, semester, course, topic and mode of assessment.

Further, the convener should also ensure that departments maintain a repository of all CIA related documents such as answer-scripts/assignments, photographs of student-centric activities involving ICT use, attendance sheets and awards lists, wherever applicable.



Metric 1.1.3 (QnM): Teacher participation in activities related to curriculum development and assessment of the affiliating University and representation in the academic bodies

Documents required: Appointment Letters of BoS membership (if any), Paper-Setter, Moderation Board Membership, Head-Examiner, Examiner, Scrutineer and Reviewer.

Prepare a list as per AQAR data template requirement.

Key Indicator-1.2 Academic Flexibility

Metric 1.2.1 (QnM): Number of Programmes in which CBCS/ Elective course system implemented.

Documents required: University Notification related to the Introduction of CBCS in 2017 from the HOI.

Provide data as per AQAR data template requirement.

Metric 1.2.2 (QnM): Number of Add on /Certificate programs offered

Documents required: Brochures of Add on courses mentioning course objectives, course outline/modules, projected outcomes, career prospects, course requirements, pedagogy, suggested learning resources, evaluation and gradation pattern.

Provide list of Add on courses as per AQAR data template requirement.

Metric 1.2.3 (QnM): Number of students enrolled in Certificate/ Add on programs as against the total number of students

Documents required: Lists of all students enrolled in Add on courses, completion certificates of all students enrolled and successfully completing the Add on courses offered.

Provide the list of students enrolled in each Add on course and the total number of students enrolled in Add on courses across all programs as per AQAR data template requirement.

Key Indicator-1.3 Curriculum Enrichment

Metric 1.3.1 (QnM): Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Documents required: List of seminars, workshops, webinars, skill development and capacity building programmes addressing crosscutting issues and a separate list of Add on courses addressing such issues in college letter head both duly signed by the HOI.

Metric 1.3.2 (QnM): Number of courses that include experiential learning through project work/field work/internship

Documents required: Syllabi of the courses with project work, field work or internship (relevant portions highlighted), notifications issued regarding project work, field work or internship, MoU and joint activity certificate if conducted in association with the other organizations.

Provide name of the course and programme, and the details of experiential learning through project work/field work/internship as per AQAR data template requirement.

Metric 1.3.3 (QnM): Number of students undertaking project work/field work/internships

Documents required: List of programmes indicating the number of students undertaking project work/field work/internships in college letterhead duly signed by the HOI.

Provide list of students with programmes as per AQAR data template requirement.

Key Indicator-1.4 Feedback System

Metric 1.4.1 (QnM): Institution obtains feedback on the syllabus and its transaction at the institution from the stakeholders

Documents required: Reports of feedback analysis of stakeholder surveys conducted and Action Taken Reports on feedback collected.

Metric 1.4.2 (QnM): Feedback process of the Institution

Documents required: Reports of feedback analysis of stakeholder surveys conducted and Action Taken Reports on feedback collected.

Data template is not applicable for metrics 1.4.1 and 1.4.2.

Enclosures:

- i) Portion of the relevant criterion for consultation before commencing the work.
- ii) NAAC mandated AQAR data template (**provide data only as per template**)

For any query, the undersigned will be available in the Office of the IQAC on **27.02.2025 & 28.02.2025** from **2:00 to 3:00 pm**.

THE DEADLINE FOR THE COMPLETION OF THE TASK IS 25TH MARCH, 2025.


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote


(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote
Coordinator, IQAC
Govt. General Degree College,
Mangalkote

Copy forwarded to:

1. Mr. Keshab Chandra Saha, Assistant Professor in Bengali, Govt. General Degree College, Mangalkote.



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

No.IQAC.28/25

Date: 26.02.2025

To,
Mr. Debaditya Dutta
Assistant Professor in Sociology
Member, IQAC & Convener, **Criterion II (Teaching-Learning and Evaluation)**
Govt. General Degree College, Mangalkote

Sir,

You are requested to compile the AQAR (**Criterion II: Teaching-Learning and Evaluation**) for the **Academic Sessions 2023-2024 and 2024-2025** with the assistance of Mr. Snehangshu Roy, Assistant Professor in History, Govt. General Degree College, Mangalkote.

Please follow the detailed check-list with instructions, provided below to collect necessary data and documents, and compile the AQAR (**Criterion II: Teaching-Learning and Evaluation**) for the period from June 1st 2023 to May 31st 2024 and 1st June 2024 to till date:

Criterion 2: Teaching-Learning and Evaluation

Key Indicator-2.1 Student Enrolment and Profile

Metric 2.1.1 (QnM): Enrolment Number (Number of students admitted as against sanctioned seats)

Documents required: Total number of students admitted and total number of sanctioned seats, approved by the University of Burdwan, for academic session 2023-2024.

Metric 2.1.2 (QnM): Number of seats filled against seats reserved for various categories as per applicable reservation policy

Documents required: Total number of students admitted from the reserved category and the total number of seats earmarked for reserved category as per GOI or state government rule, approved by concerned authorities, for academic session 2023-2024.

The Convener should refer to similar documents/certificates prepared/procured during NAAC Cycle I for the preparation of documents for the aforementioned academic session. Hard copies of such documents are also available with the HOI.

Provide data as per AQAR template requirement.

Key Indicator-2.2 Catering to Student Diversity

Metric 2.2.1 (QUM): Institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Documents required: Mentor-Mentee Programme documents, namely, meeting notification with the mentees, mentor report with special reference to activities for slow learners and grievance redressal, if any, Mentor and Mentee Feedback, departmental review meeting notification and resolutions specifically referring to remedial strategies for slow learners and mitigation strategies for academic grievances, if any.

Metric 2.2.2 (QnM): Student-Full time teacher ratio

Documents required: Total number of students admitted and approved by The University of Burdwan and total number of full time teachers, certified by the HOI in college letterhead.

Key Indicator-2.3 Teaching- Learning Process

Metric 2.3.1 (QUM): Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Documents required: Departmental notifications regarding Continuous Internal Assessment using student-centric methods with student attendance sheets, award lists, if any, and geo-tagged photographs, in case of innovative pedagogies.

Metric 2.3.2 (QUM): Teachers use ICT enabled tools for effective teaching-learning process

Documents required: Departmental notifications regarding Continuous Internal Assessment using ICT tools, with student attendance sheets and geo-tagged photographs as evidence. In case of use of ICT tools in case of conventional lectures, provide geo-tagged photographs only.

Metric 2.3.3 (QnM): Ratio of mentor to students for academic and other related issues

Documents required: Total number of students admitted and approved by The University of Burdwan and total number of full time teachers, certified by the HOI in college letterhead. Additionally, provide IQAC/departmental circular regarding allotment of mentors to mentees.

Provide data as per AQAR data template requirement.

Key Indicator-2.4 Teacher Profile and Quality

Metric 2.4.1 (QnM): Number of full time teachers against sanctioned posts

Documents required: List of total number of full time teachers certified by the HOI in college letterhead and list of sanctioned posts issued by concerned authority/GoWB.

Provide data as per AQAR data template requirement.



Metric 2.4.2 (QnM): Number of full time teachers with Ph.D./D.M./M.Ch./D.N.B Superspeciality/D.Sc./D.Litt.

Documents required: List of total number of teachers with PhD duly certified by the HOI, list of total number of full time teachers and PhD degree certificates of such full time teachers.

Provide data as per AQAR data template requirement.

Metric 2.4.3 (QnM): Number of years of teaching experience of full time teachers in the same institution

Documents required: List of full time teachers including their PAN, designation, department and experience details duly certified by the HOI in college letterhead.

Provide data as per AQAR data template requirement.

Key Indicator-2.5 Evaluation Process and Reforms

Metric 2.5.1 (QIM): Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Documents required: Centralized Internal Examination notifications, CIA notifications by the departments, CIA notifications should mention the course and topic, type and modality of evaluation (student-centric, ICT based).

Metric 2.5.1 (QIM): Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Documents required: Notifications related Mentor-Mentee meetings after CIA for providing feedback and addressing grievances, if any.

Key Indicator-2.6 Student Performance and Learning Outcome

Metric 2.6.1 (QIM): Teachers and students are aware of the stated programme and course outcomes of the Programmes offered by the institution

Documents required: POs, PSOs and COs from all departments.

Metric 2.6.2 (QIM): Attainment of Programme outcomes and course outcomes are evaluated by the institution

Documents required: CIA and Internal Examination award lists, and Student Exit Survey results from all departments and University results tabulation sheet from college office.

Metric 2.6.3 (QnM): Pass percentage of students during the year

Documents required: List of programmes offered with programme code, number of students passed and appeared in the final year examination and the pass percentage.

Provide data as per AQAR data template requirement.



Key Indicator-2.7 Student Satisfaction Survey

Metric 2.7.1 (QnM): Student Satisfaction Survey (SSS) on overall institutional performance

Documents required: Detailed Survey Report (also to be hosted on college website)

Enclosures:

- i) Portion of the relevant criterion for consultation before commencing the work.
- ii) NAAC mandated AQAR data template **(provide quantitative data as per template requirement only).**

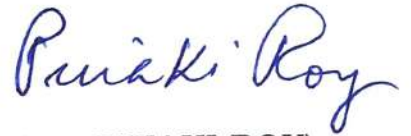
For any query, the undersigned will be available in the Office of the IQAC on 27.02.2025 & 28.02.2025 from 2:00 to 3:00 pm.

THE DEADLINE FOR THE COMPLETION OF THE TASK IS 25TH MARCH 2025.



(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

Officer-in-Charge
Government General Degree College
Mangalkote, Burdwan



(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Copy forwarded to:

1. Mr. Snehangshu Roy, Assistant Professor in History, Govt. General Degree College, Mangalkote.
2. Mr. Sumit Shankar, LDC, Govt. General Degree College, Mangalkote.
3. Mr. Abhishek Samanta, DEO, Govt. General Degree College, Mangalkote.



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdcm@gmail.com; Website: <https://mangalkotegovtcollege.org>

No.IQAC.29/25

Date: 26.02.2025

To,
Dr. Shrishnu Kumar Kundu
Assistant Professor in Chemistry
Member, IQAC & Convener, **Criterion III (Research, Innovations and Extension)**
Govt. General Degree College, Mangalkote

Sir,

You are requested to compile the AQAR (**Criterion III: Research, Innovations and Extension**) for the **Academic Sessions 2023-2024 and 2024-2025** with the assistance of Dr. Dinesh Maity, Assistant Professor in Chemistry, Govt. General Degree College, Mangalkote.

Please follow the detailed check-list with instructions provided below to collect necessary data and documents (*prepare wherever necessary*), and compile the AQAR (**Criterion III: Research, Innovations and Extension**) for the period from June 1st 2023 to May 31st 2024 and 1st June 2024 to till date:

Criterion 3: Research, Innovations and Extension

Key Indicator-3.1: Resource Mobilization for Research

Metric 3.1.1 (QnM): Grants received from Government and non-government agencies for research projects/endowments in the institution during the year (INR in Lakhs).

Documents required: Copy of grant award letter and yearly grants sanction order (if any) along with utilization/audit report with list of endowments/projects with details of grants as per AQAR data template requirements.

Metric 3.1.2 (QnM): Number of departments having Research projects funded by the government and non-government agencies during the year.

Documents required: Provide list of research projects and funding details as per AQAR data template requirements mentioning the department of the recipient.

Metric 3.1.3 (QnM): Number of Seminars/conferences/workshops conducted by the institution during the year.

Documents required: Reports of seminars/workshops (describing the objectives and outcomes of the programmes) with list of seminars/workshops mentioning name/title, date/duration and number of participants as per AQAR data template requirements.



Key Indicator-3.2 Research Publication and Awards

Metric 3.2.1 (QnM): Number of papers published per teacher in the Journals notified on UGC website during the year

Documents required: Provide list of research papers by title, author, department, name of journal, year of publication and ISSN as per AQAR data template requirements. **Collect scanned copy of the full (if feasible) journal article as supporting document.**

Metric 3.2.2 (QnM): Number of books and chapters in edited volumes/books published and papers published in national/international conference proceedings per teacher during the year.

Documents required: Provide list of books/chapters in edited volumes as per AQAR data template requirements mentioning name of the teacher, name of the book/chapter/title of conference proceedings, name of the publisher, year of publication and ISBN. **Also collect copy of the book cover/front page of the book (title, year of publication, name of editors/authors, publishing house and ISBN should be visible), contents page with the name and title of the author/authors clearly highlighted and first page of the contribution with name and affiliation of the author clearly highlighted as supporting document.**

Key Indicator-3.3 Extension Activities

Metric 3.3.1 (QnM): Extension activities are carried out in the neighbourhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year.

Documents required: Provide a descriptive report within 200 words focusing on the impact of such activities through evidential photographs and certificates by collaborating agencies or other bodies.

Metric 3.3.2 (QnM): Number of awards and recognitions received for extension activities from government and Government recognized bodies during the year.

Documents required: Provide a list of awards and recognitions received for extension activities during the year as per AQAR data template requirements mentioning name of the activity, name of the award/recognition, name of awarding govt. or non-govt. agencies with year and e-copies of award/recognition letters.

Metric 3.3.3 (QnM): Number of extension and outreach programs conducted by the institution through NSS/NCC/Government and Government recognized bodies during the year.

Documents required: Provide a list of all extension and outreach programs, serially, conducted during the last year mentioning the name of the extension or outreach program and name of the collaborating agency, for instance, a non-governmental organization, industry, community, contact details as per AQAR data template requirement. **Also collect detailed reports with cover page (mentioning title and date of the program, NSS logo) and body of the report mentioning objectives and outcomes with number of participants and representative photographs as evidence.**



Metric 3.2.4 (QnM): Number of students participating in extension and outreach programs conducted by the institution through NSS/NCC/Government and Government recognized bodies during the year.

Documents required: Provide a list of students participating in each extension and outreach programs, serially, conducted during the last year mentioning the name of the extension or outreach program, name of the scheme (NSS/NCC etc), date of the activity with number of students and teachers participating as per AQAR data template requirement. **Also collect detailed reports with cover page (mentioning title and date of the program, NSS logo) and body of the report mentioning objectives and outcomes with number of participants and representative photographs as evidence.**

Key Indicator-3.4 Collaboration

Metric 3.4.1 (QnM): The Institution has several collaborations/linkages for faculty exchange, student exchange, internships, Field trip, on-the-job training, research etc during the year.

Documents required: Provide a list of collaborations/linkages with institutions/industries as per AQAR data template requirements mentioning title and nature of the collaboration/linkage, name of the partnering institution/industry/research organization with contact details and year of commencement/duration of the collaboration/linkage. **Provide e-copies of collaboration/linkage related documents as evidence.**

Metric 3.4.2 (QnM): Number of functional MoUs with national and international institutions, universities, industries, corporate houses during the year.

Documents required: Provide a list of functional MoUs with institutions during the year mentioning the name of the organization with which MoU is signed, year of signing, duration, list of actual activities under the MoU and number of students and teachers participating under MoUs. **Please collect joint activity certificates as supporting document of actual activities under MoUs along with e-copies of the MoUs.**

Enclosures:

- i) Portion of the relevant criterion for consultation before commencing the work.
- ii) NAAC mandated AQAR data template (**provide data only as per template**)

For any query, the undersigned will be available in the Office of the IQAC on **27.02.2025 & 28.02.2025** from **2:00 to 3:00 pm**.

THE DEADLINE FOR THE COMPLETION OF THE TASK IS 25TH MARCH, 2025.



(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

Officer-in-Charge
Government General Degree College

Copy forwarded to: Mangalkote, Burdwan



(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Govt. General Degree College,
Mangalkote

1. Dr. Dinesh Maity, Assistant Professor in Chemistry, Govt. General Degree College, Mangalkote.



Date: 26.02.2025

No.IQAC.30/25

To,
Dr. Akash Kedia
Assistant Professor & Head, Department of Botany
Member, IQAC & Convener, **Criterion IV (Infrastructure and Learning Resources)**
Govt. General Degree College, Mangalkote

Sir,

You are requested to compile the AQAR (**Criterion IV: Infrastructure and Learning Resources**) for the **Academic Sessions 2023-2024** and **2024-2025** with the assistance of Mr. Goutam Mondal, College Librarian, Govt. General Degree College, Mangalkote.

Please follow the detailed check-list with instructions, provided below to collect necessary data and documents, and compile the AQAR (**Criterion IV: Infrastructure and Learning Resources**) for the period from June 1st 2023 to May 31st 2024 and June 1st 2024 to till now:

Criterion 4: Infrastructure and Learning Resources

Key Indicator-4.1 Physical Facilities

Metric 4.1.1 (QIM): The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc

Documents required: Provide detailed document with the adequacy of such facilities as per latest arrangement. Also check website content, suggest revisions as per latest arrangement.

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

Documents required: Provide detailed document with the adequacy of facilities for sports, games and cultural activities with specification about area/ size, year of establishment and user rate. Also check website content, suggest revisions as per latest arrangement.

Metric 4.1.3 (QnM): Number of classrooms and seminar halls with ICT enabled facilities such as smart class, LMS, etc.

Documents required: Provide data regarding number of classrooms with LCD, WiFi/LAN, LMS facilities, smart classrooms, and seminar halls with ICT facilities separately.

Provide data as per AQAR template requirement.

Metric 4.1.4 (QnM): Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

Documents required: Provide budget allocation, excluding salary and audited utilization statements highlighting expenditure for infrastructure augmentation and total expenditure excluding salary during the year.

Provide data as per AQAR template requirement.

Key Indicator-4.2 Library as a Learning Resource

Metric 4.2.1 (QIM): Library is automated using Integrated Library Management System (ILMS)

Documents required: Provide a description of the college library with information about the name of ILMS software, nature of automation (fully or partially), version and year of automation. Also check website content, suggest revisions as per latest additions.

Metric 4.2.2 (QnM): The institution has subscription for the following e-resources such as e-journals, e-Shodh Sindhu, Shodhganga Membership, e-books, databases and remote access to e-resources

Documents required: Details of subscription and membership of above e-resources as per data template.

Metric 4.2.3 (QnM): Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

Documents required: Provide details of annual expenditure for purchase of books/e-books and journals/e-journals during the year as per data template with audited statement of accounts.

Metric 4.2.4 (QnM): Number per day usage of library by teachers and students (foot falls and login data for online access)

Documents required: Provide details of number of teachers and students using library per day with last page of accession register details, method of computing per day usage of library, number of users using library through e-access, number of physical users accessing library

Calculate average usage of the library by the college = Total no. of teachers & students in each day for all working days/Total no. of working days

Data template no required for this metric.

Key Indicator-4.3 IT Infrastructure

Metric 4.3.1 (QIM): Institution frequently updates its IT facilities including Wi-Fi including Wi-Fi with date and nature of updating

Documents required: IT facility related documents available with HOI.

Metric 4.3.2 (QnM): Student – Computer ratio

Documents required: Provide details about number of computers in working condition and total number of students during the year.

Data template no required for this metric.

Metric 4.3.3 (QnM): Bandwidth of internet connection in the Institution

Documents required: Details of available bandwidth of internet connection with supporting documents.

Data template no required for this metric.

Key Indicator-4.4 Maintenance of Campus Infrastructure

Metric 4.4.1 (QnM): Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

Documents required: Provide details of expenditure incurred on maintenance of campus infrastructure with details about assigned budget and expenditure on physical facilities and academic support facilities as per data template.

Metric 4.4.2 (QIM): There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Documents required: Campus infrastructure maintenance policy – details of systems and procedures for maintaining and utilizing physical, academic and support facilities on the website with supporting documents.

Enclosures:

- i) Portion of the relevant criterion for consultation before commencing the work.
- ii) NAAC mandated AQAR data template **(provide quantitative data as per template requirement only).**

For any query, the undersigned will be available in the Office of the IQAC on **27.02.2025 & 28.02.2025** from 2:00 to 3:00 pm.

THE DEADLINE FOR THE COMPLETION OF THE TASK IS 25TH MARCH, 2025.


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

Copy forwarded to:
1. Mr. Goutam Mondal, College Librarian, Govt. General Degree College, Mangalkote.


(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote


Coordinator, IQAC
Govt. General Degree College,
Mangalkote



सत्यमेव जयते

Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

Date: 26.02.2025

No.IQAC.31/25

To,
Dr. Sanchari De
Assistant Professor in Sociology
Member, IQAC & Convener, **Criterion V (Student Support and Progression)**
Govt. General Degree College, Mangalkote

Madam,

You are requested to compile the AQAR (**Criterion V: Student Support and Progression**) for the **Academic Sessions 2023-2024** and **2024-2025** with the assistance of Ms. Moumita Mazumder, Assistant Professor in Sociology, Govt. General Degree College, Mangalkote.

Please follow the detailed check-list with instructions, provided below to collect necessary data and documents, and compile the AQAR (**Criterion V: Student Support and Progression**) for the period from June 1st 2023 to May 31st 2024 and June 1st 2024 to till now:

Criterion 5: Student Support and Progression

Key Indicator-5.1 Student Support

Metric 5.1.1 (QnM): Number of students benefited by scholarships and free ships provided by the Government during the year

Documents required: List of beneficiaries under various government scholarship schemes in college letter head duly signed by the HOI. Prepare the list following the requirements of AQAR data template. Append supporting documents.

Metric 5.1.2 (QnM): Number of students benefitted by scholarships, freeships etc. provided by the institution/non-government bodies, industries, individuals, philanthropists during the year

Documents required: List of beneficiaries under various scholarship schemes provided by the college or other non-government bodies in college letter head duly signed by the HOI. Prepare the list following the requirements of AQAR data template. Append supporting documents.

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



Documents required: Provide list with details of capability building and skills enhancement initiatives with name of the capability building and skills enhancement initiatives, year of implementation, number of students enrolled and name of the agencies involved with contact details duly signed by the HOI in college letterhead as per AQAR data template requirement. Append supporting documents.

Metric 5.1.4 (QnM): Number of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the year

Documents required: Provide list with details of the number of students benefitted by guidance for competitive examinations and career counseling with name of the scheme, number of students who have passed in the competitive exam and number of students placed duly signed by the HOI in college letterhead as per AQAR data template requirement. Append supporting documents.

Metric 5.1.5 (QnM): The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases such as 1. implementation of guidelines of statutory/regulatory bodies, 2. organization wide awareness and undertakings on policies with zero tolerance, 3. mechanisms for submission of online/offline students' grievances, and 4. Timely redressal of the grievances through appropriate committees

Documents required: Provide grievance redressal policy document with reference to prevention of sexual harassment committee and anti-ragging committee, constitution of various committees for addressing the issues, minutes of the meetings of the committees, number of cases received and redressed.

Data template is not applicable for this metric.

Key Indicator-5.2 Student Progression

Metric 5.2.1 (QnM): Number of placement of outgoing students during the year

Documents required: Provide list of students placed with name of the employer with contact details duly signed by the HOI in college letterhead as per AQAR data template requirement. Append supporting documents.

Metric 5.2.2 (QnM): Number of students progressing to higher education during the year

Documents required: Provide details of student progression to higher education with supporting documents. List to be duly signed by the HOI in college letterhead as per AQAR data template requirements.

Metric 5.2.3 (QnM): 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)

Documents required: Number of students qualifying in such examinations as against number of students appearing as per AQAR data template requirement, with supporting documents.



Key Indicator-5.3 Student Participation and Activities

Metric 5.3.1 (QnM): 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.

Documents required: Provide number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level mentioning name of the award/medal, University /State/National/International, Sports/Culture as per AQAR data template requirements with e-copies of award letters and certificates as supporting documents.

Metric 5.3.2 (QIM): 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)

Documents required: Circulars indicating student representation and involvement in various bodies as per established processes.

Metric 5.3.2 (QnM): Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

Documents required: List with number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) duly signed by the HOI in college letterhead, prepared as per AQAR data template requirement. Also provide reports of each event.

Key Indicator-5.4 Alumni Engagement

Metric 5.4.1 (QIM): There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services.

Documents required: Provide details of Alumni contributions. Make necessary in website content of Alumni section.

Metric 5.4.2 (QnM): Alumni contribution during the year (INR in Lakhs)

Documents required: Provide name of the alumnus with quantum of contribution duly signed by the HOI in college letterhead. Also provide audited statement of account of the institution reflecting the receipts.

Data template is not applicable for this metric.

Enclosures:

- i) Portion of the relevant criterion for consultation before commencing the work.
- ii) NAAC mandated AQAR data template (provide quantitative data as per template requirement only).



For any query, the undersigned will be available in the Office of the IQAC on 27.02.2025 & 28.02.2025 from 2:00 to 3:00 pm.

THE DEADLINE FOR THE COMPLETION OF THE TASK IS 25TH MARCH, 2025.


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

Officer-in-Charge
Government General Degree College
Mangalkote, Burdwan


(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote

Copy forwarded to:

1. Ms. Moumita Mazumder, Assistant Professor in Sociology, Govt. General Degree College, Mangalkote.



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdcm@gmail.com; Website: https://mangalkotegovtcollege.org

No.IQAC.32/25

Date: 26.02.2025

To,
Dr. Animesh Mondal
Assistant Professor & Head, Department of Zoology
Member, IQAC & Convener, **Criterion VI (Governance, Leadership and Management)**
Govt. General Degree College, Mangalkote

Sir,

You are requested to compile the **AQAR (Criterion VI: Governance, Leadership and Management)** for the Academic Sessions 2023-2024 and 2024-2025 with the assistance of Dr. Suchismita Das, Assistant Professor in Sociology, Govt. General Degree College, Mangalkote.

Please follow the detailed check-list with instructions, provided below to collect necessary data and documents, and compile the **AQAR (Criterion VI: Governance, Leadership and Management)** for the period from June 1st 2023 to May 31st 2024 and June 1st 2024 to till now:

Criterion 6: Governance, Leadership and Management
Key Indicator-6.1 Institutional Vision and Leadership

Metric 6.1.1 (QIM): *The governance of the institution is reflective of and in tune with the vision and mission of the institution*

Requirement: Prepare a write up within 200 words showing how vision and mission of the college is aligned with the nature of governance, perspective plan and participation of teachers in decision making bodies. Submit documents accordingly.

Metric 6.1.2 (QIM): *The effective leadership is visible in various institutional practices such as decentralization and participative management*

Requirement: Prepare a write up based on a case study within 200 words showing how decentralization and participatory management is practiced within the institution. The Teachers' Council of the college could be a good case in this respect. Submit documents accordingly.

Key Indicator-6.2 Strategy Development and Deployment

Metric 6.2.1 (QIM): *The institutional strategic/perspective plan is effectively deployed*

Requirement: Prepare strategic/perspective plan documents separately. Then prepare a write up within 200 words using one activity as an example to show how institutional strategic/perspective plan is deployed. Provide/upload supporting documents.

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

Requirement: Prepare a write up within 200 words explaining the organogram of the college focusing on policies, administrative set up, appointment and service rules, procedures. Provide/upload supporting documents.

Metric 6.2.3 (QnM): Implementation of e-governance in areas of operation in areas such as Administration, Finance and Accounts, Student Admission and Support and Examination

Requirement: Provide details of implementation of e-governance in areas of operation, Administration etc with name of the vendor with contact details and year of implementation as per AQAR data template requirement. Also provide screenshots of such interfaces and prepare an Enterprise Resource Planning document.

Key Indicator- 6.3 Faculty Empowerment Strategies

Metric 6.3.1 (QUM): The institution has effective welfare measures for teaching and non-teaching staff

Requirement: Provide a list of welfare measures for teaching and non-teaching staff and prepare a write up within 200 words describing the welfare measures. Provide supporting documents.

Metric 6.3.2 (QnM): Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

Requirement: Provide details of teachers provided with financial support to attend conference, workshops etc during the year as per AQAR data template requirement, with name of the teacher, name of the workshop/conference attended with financial support/name of the professional body for which membership fee is provided. Provide supporting documents.

Metric 6.3.3 (QnM): Number of professional development/administrative training programs organized by the institution for teaching and non-teaching staff during the year

Requirement: Provide details of the professional development/administrative training programmes organized by the institution for teaching and non teaching staff as per data template with title and dates/duration of such programmes. Provide supporting documents.

Metric 6.3.4 (QnM): 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.)

Requirement: Provide details of teachers attending professional development programmes during the year as per AQAR data template requirement with name of the teachers, title and duration of the programmes. Provide supporting documents.

Metric 6.3.5 (QIM): Institutions Performance Appraisal System for teaching and non-teaching staff

Requirement: Prepare a write up within 200 words describing the functioning status of Performance Appraisal System for teaching and non-teaching staff with appropriate supporting documents.

Key Indicator-6.4 Financial Management and Resource Mobilization

Metric 6.4.1 (QIM): Institution conducts internal and external financial audits regularly

Requirement: Prepare a write up within 200 words describing various internal and external financial audits carried out during the year with the mechanism for settling audit objections. Provide supporting documents.

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

Requirement: Provide details of Funds/Grants received from of the non-government bodies, individuals, philanthropers during the year as per AQAR data template requirement with name of the non-government bodies, individuals, philanthropers, Funds / Grants received and Annual Statement of Accounts reflecting receipt of such funds and grants.

Metric 6.4.3 (QIM): Institutional strategies for mobilization of funds and the optimal utilization of resources

Requirement: Prepare a write up within 200 words describing the resource mobilization policy and procedures of the Institution.

Key Indicator-6.5 Internal Quality Assurance System

Metric 6.5.1 (QIM): Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Requirement: Prepare a write up within 200 words of two practices institutionalized as a result of IQAC initiatives. Provide supporting documents.

Metric 6.5.2 (QIM): 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

Requirement: Prepare a write up within 200 words describing any two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC. Provide supporting documents.

Metric 6.5.3 (QnM): Quality assurance initiatives of the institution include: 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements, 2. Collaborative quality initiatives with other institution(s), 3. Participation in NIRF and 4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

Requirement: Provide details of quality assurance initiatives of the institution as per AQAR data requirement along with copies of Annual Reports of the IQAC, certificates and accreditations.

Enclosures:

- i) Portion of the relevant criterion for consultation before commencing the work.
- ii) NAAC mandated AQAR data template (**provide quantitative data as per template requirement only**).

For any query, the undersigned will be available in the Office of the IQAC on 28.02.2025 from 2:00 to 3:00 pm.

THE DEADLINE FOR THE COMPLETION OF THE TASK IS 25TH MARCH, 2025.



(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

Officer-in-Charge
Government General Degree College
Mangalkote, Burdwan



(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote

Copy forwarded to:

1. Dr. Suchismita Das, Assistant Professor in History, Govt. General Degree College, Mangalkote.



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

No.IQAC.33/25

Date: 26.02.2025

To,
Ms. Gargi Mukhopadhyay
Associate Professor in Political Science
Member, IQAC & Convener, **Criterion VII (Institutional Values and Best Practices)**
Govt. General Degree College, Mangalkote

Madam,

You are requested to compile the AQAR (**Criterion VII: Institutional Values and Best Practices**) for the **Academic Sessions 2023-2024 and 2024-2025** with the assistance of Ms. Tinat Rukshana, Assistant Professor in Political Science, Govt. General Degree College, Mangalkote.

Please follow the detailed check-list with instructions provided below to collect necessary data and documents (*prepare wherever necessary*), and compile the AQAR (**Criterion VII: Institutional Values and Best Practices**) for the period from June 1st 2023 to May 31st 2024 and 1st June 2024 to till date:

Criterion 7: Institutional Values and Best Practices

Key Indicator-7.1: Institutional Values and Social Responsibilities

Metric 7.1.1 (QUM): Measures initiated by the Institution for the promotion of gender equity during the year.

Requirement: Prepare a write up of 200 words about the gender equity and sensitization measures in curricular and co-curricular activities, facilities for women on campus, facilities provided to women in terms of safety and security, counseling, common rooms and so on. Provide supporting documents as evidence.

Metric 7.1.2 (QnM): The institution has facilities for alternate sources of energy and energy conservation measures such as solar energy, biogas plant, wheeling to the grid, sensor-based energy conservation, use of LED bulbs/power efficient equipment.

Requirement: Provide recent geo-tagged photographs of available facilities, copies of communications with higher authorities, administrative approvals, purchase documents or any other relevant information/ documents as evidence.

Metric 7.1.3 (QUM): Describe the facilities in the Institution for the management of the following types of degradable and non-degradable wastes, namely, solid, liquid, biomedical, e-waste, hazardous chemicals and radioactive waste management, and waste recycling system.

(1)



Requirement: Provide recent geo-tagged photographs of the available facilities, communications with the concerned authorities, MoUs with agencies responsible for carrying out waste management and disposal, and any other relevant document as evidence.

Metric 7.1.4 (QnM): Water conservation facilities available in the Institution such as rainwater harvesting, bore well/recharge, construction of tanks and bunds, waste water recycling and maintenance of water bodies and distribution systems in the campus.

Requirement: Provide recent geo-tagged photographs and live videos of available facilities, copies of communications with the higher authorities, administrative approvals, purchase documents or any other relevant information/documents as evidence.

Metric 7.1.5 (QnM): Green campus initiatives include restricted entry of automobiles, use of bicycles and battery operated vehicles, pedestrian friendly pathways, ban on use of plastic and landscaping with trees and plants:

Requirement: Provide recent geo-tagged photographs of available facilities and copies of important notifications, or any other relevant information/documents as evidence.

Metric 7.1.6 (QnM): Quality audits on environment and energy are regularly undertaken by the institution such as green audit, energy audit, environmental audit, clean and green campus recognitions and awards and beyond the campus environmental promotional initiatives:

Requirement: Provide audit reports prepared by the auditing agencies, certificates and awards, if any, given by auditing agency or any other organization.

Metric 7.1.7 (QnM): The Institution has Divyangjan friendly, barrier free environment such as 1. Built environment with ramps/lifts for easy access to classrooms, 2. Divyangjan friendly washrooms, 3. Signage including tactile path, lights, display boards and signposts, 4. Assistive technology and facilities for persons with 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.

Requirement: Provide recent geo-tagged photographs and live videos of available facilities, copies of communications with the higher authorities, administrative approvals, purchase documents, institutional policy on disability and information brochure, if any, or any other relevant information/documents as evidence.

Metric 7.1.8 (QUM): Describe the institutional efforts/initiatives in providing an inclusive environment, i.e., tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities.

Requirement: Provide supporting documents reflecting the institutional efforts and initiatives ensuring and providing an inclusive environment as evident in the administrative and academic activities of the institution and prepare a write up within 200 words. Focus on how various committees function such as women's and Visakha cell, equal opportunity cell and so on. Also identify seminars/workshops/sensitization sessions promoting inclusivity.

Metric 7.1.9 (QUM): Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens



Requirement: Describe the activities conducted in the Institution inculcating constitutional values and which render students responsible citizens with supporting documents, focusing particularly on the functioning of the Electoral Literacy Club.

Metric 7.1.10 (QnM): The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard: 1. The Code of Conduct is displayed on the website, 2. There is a committee to monitor adherence to the Code of Conduct, 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff, 4. Annual awareness programmes on Code of Conduct are organized

Requirement: Provide Code of Conduct policy along with 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, and any other relevant information.

Metric 7.1.11 (QUM): Institution celebrates/organizes national and international commemorative days, events and festivals.

Requirement: Describe the efforts of the Institution in celebrating/organizing national and international commemorative days, events and festivals during the year within 200 words and provide reports and geo-tagged photographs of celebrations and commemorative events such as Republic Day, Saraswati Puja, College Foundation Day and Independence Day.

Key Indicator-7.2 Best Practices

Metric 7.2.1 (QUM): Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Requirement: Describe the best practices solely as per NAAC format requirement, upload dedicated documents on the two best practices on the institutional website and provide supporting documents indicating their functional status.

Key Indicator-7.3 Institutional Distinctiveness

Metric 7.3.1 (QUM): Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Requirement: Upload document describing the institutional distinctiveness on the college website and provide supporting documents.

Enclosures:

- i) Portion of the relevant criterion for consultation before commencing the work.
- ii) NAAC mandated AQAR data template (**provide data only as per template**)

For any query, the undersigned will be available in the Office of the IQAC on **27.02.2025 & 28.02.2025** from **2:00 to 3:00 pm**.

THE DEADLINE FOR THE COMPLETION OF THE TASK IS 25TH MARCH, 2025.




(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

Officer-in-Charge
Government General Degree College
Mangalkote, Burdwan





(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



No. I
As p
Dep
sub
futu
a
h
c
c
Con
with

Copy forwarded to:

1. Ms. Tinat Rukshana, Assistant Professor in Pol. Science, Govt. General Degree College, Mangalkote.



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

NOTICE

Date: 27.02.2025

No.IQAC.34/25

As per the information received from Dr. Akash Kedia, Assistant Professor and Head, Department of Botany and Member, IQAC, the following faculty members have not submitted the filled in proforma of CAS related information within 26/02/2025 for the future processing of CAS documents:

- Mr. Hirak Kumar Sinha Maha Patra, Assistant Professor in History
- Mr. Snehangshu Roy, Assistant Professor in History
- Dr. Suchismta Das, Assistant Professor in Sociology
- Dr. Raj Kumar Singh, Assistant Professor in Botany

Concerned faculty members are requested to submit the duly filled in proforma urgently within today.

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

Officer-in-Charge
Government General Degree College
Mangalkote, Bardhaman



(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

No.IQAC.35/25

Date: 28.02.2025

To,
The Officer-In-Charge
Government General Degree College, Mangalkote

Sir,

In pursuance of the directive issued by your esteemed office, the undersigned hereby submits 1) **a summary document containing CAS related information of the incumbents of the college** and 2) **necessary information for the preparation of ACR of the incumbents by the HOI**, for further processing.

Please note that the CAS of incumbents marked in **bold** is due and requires necessary action.

Pinaki Roy

(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote



Akash Kedia

(Dr. AKASH KEDIA)
Member, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,



NOTICE

Date: 13.03.2025

No.IQAC.36/25

It is hereby notified for the information of all concerned that, in pursuance of IQAC Notification No.IQAC.26/25 dated 22.02.2025, wherein Dr. Akash Kedia, Assistant Professor and Head, Department of Botany and Member, IQAC, was requested to compile the list of incumbents eligible for promotion under CAS, upon close scrutiny of the information provided by the incumbents, **found the following incumbents eligible for promotion under CAS as on 13.03.2025:**

1. Dr. Raj Kumar Singh, Assistant Professor in Botany
2. Dr. Akash Kedia, Assistant Professor in Botany (First promotion under CAS in process in Bikash Bhavan)
3. Dr. Animesh Mondal, Assistant Professor in Zoology
4. Dr. Dinesh Maity, Assistant Professor in Chemistry
5. Dr. Pinaki Roy, Assistant Professor in Sociology
6. Dr. Sanchari De, Assistant Professor in Sociology
7. Dr. Suchismita Das, Assistant Professor in Sociology
8. Dr. Tahira Tashneem, Assistant Professor in English
9. Ms. Moumita Mazumder, Assistant Professor in Sociology
10. Ms. Nazia, Assistant Professor in English
11. Mr. Keshab Chandra Saha, Assistant Professor in Bengali
12. Mr. Debashis Biswas, Assistant Professor in Bengali
13. Mr. Hirak Kumar Sinha Mahapatra, Assistant Professor in History
14. Mr. Khokan Saikh, Assistant Professor in History
15. Mr. Snehangshu Roy, Assistant Professor in History



In case the aforementioned incumbents are willing to begin processing of CAS related documents, provided the incumbent has met all conditions necessary for Promotion under CAS and is therefore eligible to apply for promotion, the incumbent should follow the steps mentioned below:

1. Submit the duly filled in hard copy of **CAS WILLINGNESS FORM** (find copy attached) to Dr. Pinaki Roy, Coordinator, IQAC or Dr. Akash Kedia, Member, IQAC, within **31st March, 2025**.
2. Collect the **BLANK PROFORMA FOR CERTIFICATE PREPARATION** (find copies attached) after submission of the duly filled in **CAS WILLINGNESS FORM**.
3. Carefully fill in the **BLANK PROFORMA FOR CERTIFICATE PREPARATION** (separately for each academic year) and submit to Dr. Pinaki Roy, Coordinator, IQAC or Dr. Akash Kedia, Member, IQAC, along with **ALL SUPPORTING DOCUMENTS** (hard copy) on or before **15th April, 2025**.

LIST OF SUPPORTING DOCUMENTS REQUIRED:

- i) *Photocopies of TDPR*
- ii) *Appointment Letters of University Examination related assignments (Examiner/Scrutineer/Paper-Setter/ Moderator etc.)*
- iii) *Any other activity outside the college*
- iv) *Membership of International/National bodies*
- v) *Photocopies of OP/RC Certificates*
- vi) *Photocopies of Ph.D/M.Phil Certificate (date of effect should be clearly mentioned)*
- vii) *Field Study Certificates*
- viii) *Sanction Order in case of Earned Leave, Maternity Leave, Medical Leave, Child Care Leave./ Duty Leave (OP/RC/STC etc)/If not yet sanctioned, then submit the photocopy of the application duly forwarded by HOI and submitted at Bikash Bhavan*
- ix) *Appointment Letter, Joining Report, Transfer Order, Release and Joining Reports (whichever is applicable)*
- x) *For transferred incumbents: photocopy of academic and administrative certificates as received from the previous institution*



4. After receiving the duly filled in **PROFORMA FOR CERTIFICATE PREPARATION FORM** with the **SUPPORTING DOCUMENTS**, the Internal Quality Assurance Cell (IQAC) will verify the information provided by the incumbents and prepare the certificates.

5. Finally, certificates approved by the Internal Quality Assurance Cell (IQAC) and duly signed by the Head of the Institution will be handed over to the concerned incumbents for the preparation of CAS file.

In case of any query or difficulty, incumbents may contact Dr. Akash Kedia, Assistant Professor and Head, Department of Botany, and Member, IQAC, and/or Dr. Shrishnu Kumar Kundu, Assistant Professor in Chemistry and Member, IQAC, for necessary information and assistance.

Further, the Internal Quality Assurance Cell (IQAC) plans to organize multiple dedicated **FACULTY DEVELOPMENT PROGRAMMES** related to **"DOCUMENTATION FOR PROMOTION UNDER CAREER ADVANCEMENT SCHEME (CAS)"** at the earliest convenience to sensitize the incumbents about the CAS process and facilitate informed documentation for accurate and timely submission of CAS files for further processing.


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
GGDC, Mangalkote

OFFICER IN CHARGE, W.B.E.S.
Government General Degree College, Mangalkote
Dt. Purba Bardhaman, West Bengal- 713132




(Dr. PINAKI ROY)
Coordinator, IQAC
GGDC, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>
(NAAC ACCREDITED B++)

NOTICE

Date: 04.04.2025

No.IQAC.37/25

It is hereby notified for the information of all concerned that, in response to IQAC Notification No. 36/25, dated 13.03.2025, regarding the submission of willingness form by the incumbents whose CAS is due as on 13.03.2025, the following incumbents have submitted their willingness forms as on 03.04.2025:

1. Dr. Pinaki Roy, Assistant Professor in Sociology*
2. Dr. Tahira Tashneem, Assistant Professor in English*
3. Dr. Sanchari De, Assistant Professor in Sociology*
4. Mr. Khokan Saikh, Assistant Professor in History
5. Dr. Suchismita Das, Assistant Professor in Sociology
6. Dr. Dinesh Maity, Assistant Professor in Chemistry
7. Ms. Moumita Mazumder, Assistant Professor in Sociology
8. Dr. Animesh Mondal, Assistant Professor in Zoology
9. Mr. Keshab Chandra Saha, Assistant Professor in Bengali
10. Mr. Debasish Biswas, Assistant Professor in Bengali
11. Mr. Hirak Kumar Sinha Maha Patra, Assistant Professor in History

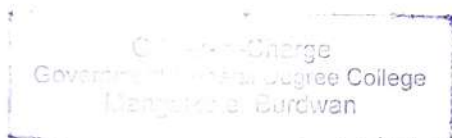
To ensure proper documentation and submission of necessary supporting documents by the incumbents, the IQAC is going to organize a **FACULTY DEVELOPMENT PROGRAMME** titled **"PREPARING FOR PROMOTION UNDER CAREER ADVANCEMENT SCHEME (CAS)"** on **16/04/2025 (Wednesday)** at **1:00 p.m.** in **Sri Lochan Das Seminar Hall, 3rd Floor.**

Dr. Shrishnu Kumar Kundu, Assistant Professor, Department of Chemistry, and Member, IQAC, and Dr. Akash Kedia, Assistant Professor and Head, Department of Botany, and Member, IQAC, have kindly volunteered to act as experts/resource persons in the Faculty Development Programme. **All faculty members are requested to participate in the programme, regardless of their promotion due dates.**

Further, faculty members who have not submitted the willingness form as yet are requested to urgently refer to IQAC Notification No. 36/25, dated 13.03.2025 and comply.

Enclosure: Programme flyer.

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote



Pinali Roy
(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote

***Academic and Administrative Certificates of incumbents with Sl. Nos. 1, 2 and 3 have already been issued by the IQAC, GGDC, Mangalkote.**



सत्यमेव जयते

Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>
(NAAC ACCREDITED B++)

NOTICE

No.IQAC.38/25

Date: 05.04.2025

All faculty members are requested to respond to the Teacher Feedback Survey - I and II 2024-2025 within 12.04.2025. Teacher Feedback Survey - I focuses primarily on Curricular Aspects, ii) Teaching-Learning and Evaluation and iii) Assessment of Learning Outcomes, and Teacher Feedback Survey - II focuses on Overall Institutional Performance covering various areas: i) Research and Extension, ii) Infrastructure and Resources, iii) Welfare, Participation, Grievance Redressal and Inclusion, and iv) Quality Assurance.

The Google form links of the two surveys are attached herewith:

Teacher Feedback Survey I: <https://forms.gle/GkxHscFG9EGDQZ5f6>

Teacher Feedback Survey II: <https://forms.gle/nzZEGtVU32qNoMeW7>

Cooperation of all faculty members is highly solicited to complete the surveys within the stipulated deadline.


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote


(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote



Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. – MAJHIGRAM; BLOCK – MANGALKOTE; SUB DIVISION – KATWA
DISTRICT –PURBA BARDHAMAN; WEST BENGAL; PIN CODE –713132; INDIA
Email: iqac.ggdcm@gmail.com; Website: <https://mangalkotegovtcollege.org>
(NAAC ACCREDITED B++)

NOTICE

No.IQAC.39/25

Date: 11.04.2025

All departments (except Botany and Chemistry*) are requested to ensure wide circulation of the link provided below for successful submission of the Alumni Feedback for the Academic Session 2024-2025:

Alumni Feedback Survey: <https://forms.gle/wJZBeQZvryritpRZ9>

The above link is to be circulated on whatsapp groups of students who have graduated in 2024 or earlier. No current student should respond to the survey.

In this connection, all departments are requested to ensure that the Third Year/Semester 5-6 whatsapp groups are not deactivated immediately after students graduate successfully. This is also necessary for collection of student progression data.

Please note that the survey link will be deactivated on 19.04.2025. Ensure appropriate circulation and provide assistance for successful submission wherever necessary.

Cooperation of all faculty members is highly solicited to complete the survey within the stipulated deadline.

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote



(1)

(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote

*to avoid triplication of responses

Officer in Charge
Government General Degree College
Mangalkote, Bardwan



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>
(NAAC ACCREDITED B++)

NOTICE

No.IQAC.40/25

Date: 12.04.2025

All departments (except Botany and Chemistry*) are requested to ensure wide circulation of the links provided below for successful submission of the Student Feedback Survey the Academic Session 2024-2025:

Student Feedback Survey I (Curricular Aspects, Teaching-Learning and Evaluation):
<https://forms.gle/juPMugDpzK784Lyi9>

Student Feedback Survey II (Overall Institutional Performance):
<https://forms.gle/6g2gitTXUr1Uv1Go8>

The above links are to be circulated in whatsapp groups of current students only.

Please note that the survey links will be deactivated on 23.04.2025. Inform current students accordingly and provide assistance for successful submission.

Cooperation of all faculty members is highly solicited to complete the surveys within stipulated deadline.


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

*to avoid triplication of responses
Government General Degree College
Mangalkote, Bardwan




(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. – MAJHIGRAM; BLOCK – MANGALKOTE; SUB DIVISION – KATWA
DISTRICT –PURBA BARDHAMAN; WEST BENGAL; PIN CODE –713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>
(NAAC ACCREDITED B++)

NOTICE

No.IQAC.41/25

Date: 12.04.2025

Departments of Botany and Chemistry are requested to share the links provided below for successful submission of the Student Feedback Survey I related to Curricular Aspects, Teaching-Learning and Evaluation for the Academic Session 2024-2025:

Department of Botany: <https://forms.gle/wndW95nKyKU7gaXw6>

Department of Chemistry: <https://forms.gle/xEwUapcX6qTq8yoz6>

The above links are to be circulated in whatsapp groups of current students (all semesters) of the B.Sc. Zoology Honours Programme (CBCS) and B.Sc. Zoology Four Years Programme (NEP) only.

Please note that the survey links will be deactivated on 23.04.2025.

Cooperation of all faculty members is highly solicited to complete the survey within the stipulated deadline.

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

Officer in Charge
Government General Degree College
Mangalkote- Bardwan



(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>
(NAAC ACCREDITED B++)

NOTICE

Date: 23.04.2025

No.IQAC.42/25

In response to the invitation for collaboration in organizing and participating in a **Pan-India Solid and E-Waste Collection Drive** by the Start Up Foundation (Mol since 05/07/2024), on the occasion of **World Earth Day, April 22, 2025**, the college will host the Start Up Foundation, a recognized organization in the field of sustainable development and waste management, on **2nd May, 2025**, which collaboratively carry out a **Solid and E-Waste collection drive in the campus and raise awareness about the Circular Economy** among the stakeholders of the institution as part of the Foundation's 2025 Earth Day celebration and nation-wide **"Our Power, Our Planet - Re-Earth: Act, Collect & Commit"** campaign to reduce, recycle and ensure responsible disposal of environmental pollutants.

In consonance with the goals of the drive, the college invites students, faculty members and support staff to contribute to the Solid and E-Waste collection by depositing/submitting old/used papers, plastic materials, exhausted/damaged stationeries and electronic items such as mobile phones, batteries, computers, wires and related accessories to the college authorities to be handed over to the representatives of the Foundation on the aforementioned day. The college as an institution will also contribute to the waste stock collection. As per the method prescribed by the Foundation, **the college office will function as the Collection Point from 25th to 30th April, 2025.**

All contributors are required to enter the details of the items deposited/submitted in a register available at the collection point from 25th May, 2025 and **will be awarded certificate for the contribution by the Foundation.** The representatives of the Foundation will reach the college premises at 11.00 a.m. on May 2nd, 2025.

Cooperation of all is highly solicited for making this collaborative initiative with Start Up Foundation successful and ensuring a sustainable future.

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

OFFICER IN CHARGE, W.B.E.S.
Government General Degree College, Mangalkote
Dt. Purba Bardhaman, West Bengal- 713132



(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. – MAJHIGRAM; BLOCK – MANGALKOTE; SUB DIVISION – KATWA
DISTRICT –PURBA BARDHAMAN; WEST BENGAL; PIN CODE –713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>
(NAAC ACCREDITED B++)

NOTICE

No.IQAC.43/25

Date: 23.04.2025

All departments are requested to submit proposals for Add-on Courses to be taught during the Summer Vacation 2025 **on or within 2nd May, 2025**. The proposals should have:

- i) a cover page (mentioning the title of the course, department and academic session),
- ii) a brief introduction to the course/course description,
- iii) clearly outlined course objectives,
- iv) a course outline (mentioning the topics and sub-topics, and the contact hours earmarked for each),
- v) projected course outcomes,
- vi) career prospects of the course,
- vii) course requirements,
- viii) pedagogy,
- ix) suggested learning resources,
- x) evaluation pattern,
- xi) gradation pattern, and
- xii) sample certificate.

Departments are requested to note that the Add-on Courses should have a **career orientation** or aim to **develop professional skills** or **involve capacity building**. Further, all documents such as record of student attendance with geo-tagged photographs of some offline/online classes, assignments/evaluations, award lists/mark foils, and course completion certificates should be prepared by the course coordinators and maintained separately (in a file/register) by the departments. However, decisions regarding the Add-on Courses should be included in the resolutions of departmental meetings.

A sample proposal is attached herewith.

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

OFFICER IN CHARGE, W.B.E.S.
Government General Degree College, Mangalkote
Dt. Purba Bardhaman, West Bengal- 713132



(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>
(NAAC ACCREDITED B++)

NOTICE

NO.IQAC.44-25

DATE: 03.05.2025

OBSERVATION OF WORLD EARTH DAY, 2025, IN ASSOCIATION WITH START UP FOUNDATION ON 02.05.2025

DETAILS OF SOLID & E-WASTE CONTRIBUTED BY GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE AND THE STAKEHOLDERS ASSOCIATED WITH THE INSTITUTION AND COLLECTED BY START UP FOUNDATION ON 02/05/2025 AS PART OF START UP FOUNDATION'S NATION-WIDE **"OUR POWER, OUR PLANET - EARTH: ACT, COLLECT & COMMIT"** CAMPAIGN ON THE OCCASION OF **WORLD EARTH DAY, 2025**, TO REDUCE, RECYCLE AND ENSURE RESPONSIBLE DISPOSAL OF ENVIRONMENTAL POLLUTANTS:

NAME OF THE CONTRIBUTOR	INSTITUTE/ DESIGNATION/ DEPARTMENT	DETAILS OF SOLID AND E-WASTE CONTRIBUTED AND THEIR UNITS
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE	COLLEGE/ ACADEMIC INSTITUTION	1. TUBELIGHTS (PHILIPS) - 71 Units 2. STREET LIGHTS - 21 Units 3. SWITCH BOARDS - 21 Units 4. MIRRORS - 2 Units 5. LADDERS - 2 Units 6. REGISTERS - 163 Units 7. CELLING FAN - 1 Unit 8. WATER PURIFIER CANDLES - 15 Units 9. DIFFERENT TYPES OF TONER CARTRIDGES - 78 Units 10. KEY BOARD DRAWERS - 4 Units 11. BROKEN DOORS - 2 Units 12. BROKEN TABLE - 1 Unit 13. SCRAP PIPE FITTINGS - 50 UNITS



Dr. PRADIPTA KUMAR BASU	OFFICER-IN-CHARGE, GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE	1. TWO KEY PAD MOBILES 2. TWO WIFI ROUTERS 3. TWO WRIST WATCHES 4. FOUR BACK COVER OF MOBILE PHONES 5. THREE MOBILE CHARGERS 6. ONE CCTV CAMERA 7. ONE REMOTE 8. TWO CDs 9. ONE SUNGLASS 10. ONE LEATHER WALLET 11. ONE TIE CLIP BOX 12. ONE PAPER ROLL 13. TWO PRINTER CARTRIDGES
Dr. SANCHARI DE	ASSISTANT PROFESSOR IN SOCIOLOGY, GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE	1. TEN EMPTY PLASTIC DEODERANT BOTTLES 2. ONE DETTOL BOTTLE 3. ONE GELUSIL BOTTLE 4. TEN EMPTY METAL DEODERANT BOTTLES 5. THREE EXHAUSTED BATTERIES 6. TWO COMPUTER MOUSE 7. ONE NON-FUNCTIONAL METAL ELEVATOR MATERIAL/PART 8. ONE BLUE TOOTH SPEAKER 9. ONE MULTIPLE CHARGING BOARD WITH WIRES 10. THREE USB CABLES 11. ONE PLASTIC LIQUIDATOR
Dr. PINAKI ROY	ASSISTANT PROFESSOR IN SOCIOLOGY, GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE	1. TWO REMOTES 2. ONE ELECTRONIC TRIMMER 3. FOUR EXHAUSTED PENCIL BATTERIES 4. ONE POWER BANK 5. ONE LOCK 6. TWO PLASTIC LIQUIDATORS
Ms. NAZIA	ASSISTANT PROFESSOR IN ENGLISH GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE	1. FOUR LAPTOP BATTERIES 2. ONE USB CABLE 3. ONE EXTENSION CHORD



Mr. RAJA DUTTA	DATA ENTRY OPERATOR (DEO), GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE	1. TWO OLD KEYPAD MOBILE PHONES 2. ONE NOISE SMART WATCH
----------------	---	---


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote
OFFICER IN CHARGE, W.B.E.S.
Government General Degree College, Mangalkote
Dt. Purba Bardhaman, West Bengal- 713132




(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote
Coordinator, IQAC
Govt. General Degree College,
Mangalkote

Copy to: Start Up Foundation for issuing certificates to the contributors.



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>
(NAAC ACCREDITED B++)

NOTICE

No.IQAC.45/25

Date: 05.05.2025

It is hereby notified for the information of all concerned that a meeting of the HOI with the IQAC, all faculty members and the librarian will be held on **08.05.2025 (Thursday)** at **2.00 pm** regarding the following:

- a. Status of Stakeholder Feedback report preparation and submission for academic years 2023-2024 and 2024-2025.
- b. Status of report submission of Seminars/Webinars/Skill-development and capacity-building initiatives/Career Counselling Sessions conducted during 2023-2024.
- c. Finalization of deadline of report submission of Seminars/Webinars/Skill-development and capacity building initiatives/Career Counselling Sessions conducted during 2024-2025.
- d. Status of report submission of all NSS activities conducted during 2023-2024.
- e. Finalization of deadline of report submission of all NSS activities conducted during 2023-2024.
- f. Status of report submission of Gender Audit, Green and Energy Audit, Administrative and Academic Audit for the academic year 2023-2024.
- g. Finalization of deadline of report submission of Gender Audit, Green and Energy Audit, Administrative and Academic Audit for the academic year 2024-2025.
- h. Status of finalization of Academic Calendar for academic year 2024-2025.
- i. Status of compilation of AQAR (Criterion 1 to 7) 2023-2024 and 2024-2025.

Participation and cooperation of all concerned in highly solicited.


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote
OFFICER IN CHARGE, W.B.E.S.
Government General Degree College, Mangalkote
Dt. Purba Bardhaman, West Bengal- 713132




(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote
Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>
(NAAC ACCREDITED B++)

No.IQAC.46/25

Date: 05.05.2025

To,
Mr. Anamitra Som
Block Development Officer
Mangalkote Development Block

Sir,

This is to inform you that a meeting of the Internal Quality Assurance Cell (IQAC) will be held on **08.05.2025** (Friday) in the chamber of Officer-In-Charge, Government General Degree College, Mangalkote, at 2:00 p.m.

Your participation in the aforesaid meeting is highly solicited.

Agenda of the meeting:

- Status of Stakeholder Feedback report preparation and submission for academic years 2023-2024 and 2024-2025.
- Status of report submission of Seminars/Webinars/Skill-development and capacity-building initiatives/Career Counselling Sessions conducted during 2023-2024.
- Finalization of deadline of report submission of Seminars/Webinars/Skill-Development and Capacity-Building Initiatives/Career Counselling Sessions conducted during 2024-2025.
- Status of report submission of all NSS activities conducted during 2023-2024.
- Finalization of deadline of report submission of all NSS activities conducted during 2023-2024.
- Status of report submission of Gender Audit, Green and Energy Audit, Administrative and Academic Audit for the academic year 2023-2024.
- Finalization of deadline of report submission of Gender Audit, Green and Energy Audit, Administrative and Academic Audit for the academic year 2024-2025.
- Status of finalization of Academic Calendar for academic year 2024-2025.
- Status of compilation of AQAR (Criterion 1 to 7) for the academic years 2023-2024 and 2024-2025.


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote
OFFICER IN CHARGE, W.B.E.S.
Government General Degree College, Mangalkote
Dt. Purba Bardhaman, West Bengal- 713132




(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>
(NAAC ACCREDITED B++)

No.IQAC.47/25

Date: 05.05.2025

To,
Dr. Saurabh Chakrabarti, WBSES
Principal, Bidhannagar College

Sir,

This is to inform you that a meeting of the Internal Quality Assurance Cell (IQAC) will be held on **08.05.2025** (Friday) in the chamber of Officer-In-Charge, Government General Degree College, Mangalkote, at 2:00 p.m.

Your participation in the aforesaid meeting is highly solicited.

Agenda of the meeting:

- Status of Stakeholder Feedback report preparation and submission for academic years 2023-2024 and 2024-2025.
- Status of report submission of Seminars/Webinars/Skill-development and capacity-building initiatives/Career Counselling Sessions conducted during 2023-2024.
- Finalization of deadline of report submission of Seminars/Webinars/Skill-Development and Capacity-Building Initiatives/Career Counselling Sessions conducted during 2024-2025.
- Status of report submission of all NSS activities conducted during 2023-2024.
- Finalization of deadline of report submission of all NSS activities conducted during 2023-2024.
- Status of report submission of Gender Audit, Green and Energy Audit, Administrative and Academic Audit for the academic year 2023-2024.
- Finalization of deadline of report submission of Gender Audit, Green and Energy Audit, Administrative and Academic Audit for the academic year 2024-2025.
- Status of finalization of Academic Calendar for academic year 2024-2025.
- Status of compilation of AQAR (Criterion 1 to 7) for the academic years 2023-2024 and 2024-2025.

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote



(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

OFFICER IN CHARGE, W.B.E.S.
Government General Degree College, Mangalkote
Dt. Purba Bardhaman, West Bengal- 713132

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
 PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
 P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
 DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
 Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>
(NAAC ACCREDITED B++)

No.IQAC.48/25

Date: 05.05.2025

To,
 Dr. Amit Kumar Rakshit
 Superintendent, Singot Rural Hospital, District - Purba Bardhaman

Sir,

This is to inform you that a meeting of the Internal Quality Assurance Cell (IQAC) will be held on **08.05.2025** (Friday) in the chamber of Officer-In-Charge, Government General Degree College, Mangalkote, at 2:00 p.m.

Your participation in the aforesaid meeting is highly solicited.

Agenda of the meeting:

- Status of Stakeholder Feedback report preparation and submission for academic years 2023-2024 and 2024-2025.
- Status of report submission of Seminars/Webinars/Skill-development and capacity-building initiatives/Career Counselling Sessions conducted during 2023-2024.
- Finalization of deadline of report submission of Seminars/Webinars/Skill-Development and Capacity-Building Initiatives/Career Counselling Sessions conducted during 2024-2025.
- Status of report submission of all NSS activities conducted during 2023-2024.
- Finalization of deadline of report submission of all NSS activities conducted during 2023-2024.
- Status of report submission of Gender Audit, Green and Energy Audit, Administrative and Academic Audit for the academic year 2023-2024.
- Finalization of deadline of report submission of Gender Audit, Green and Energy Audit, Administrative and Academic Audit for the academic year 2024-2025.
- Status of finalization of Academic Calendar for academic year 2024-2025.
- Status of compilation of AQAR (Criterion 1 to 7) for the academic years 2023-2024 and 2024-2025.


 (Dr. PRADIPTA KUMAR BASU)
 Officer-In-Charge
 Government General Degree
 College, Mangalkote

OFFICER IN CHARGE, W.B.E.S.
 Government General Degree College, Mangalkote
 Dist. Purba Bardhaman, West Bengal-713132




 (Dr. PINAKI ROY)
 Coordinator, IQAC
 Government General Degree
 College, Mangalkote

Coordinator, IQAC
 Govt. General Degree College,
 Mangalkote



Government of West Bengal

Internal Quality Assurance Cell

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE

PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE

P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA

DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA

Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>

(NAAC ACCREDITED B++)

No. IQAC.49/25

Date: 05.05.2025

To,
Mr. Achintya Kumar Mondal
Oriental Institute of Science and Technology
Dewan Dighi, Katwa Road, Purba Bardhaman - 713101

Sir,

This is to inform you that a meeting of the Internal Quality Assurance Cell (IQAC) will be held on **08.05.2025** (Friday) in the chamber of Officer-In-Charge, Government General Degree College, Mangalkote, at 2:00 p.m.

Your participation in the aforesaid meeting is highly solicited.

Agenda of the meeting:

- Status of Stakeholder Feedback report preparation and submission for academic years 2023-2024 and 2024-2025.
- Status of report submission of Seminars/Webinars/Skill-development and capacity-building initiatives/Career Counselling Sessions conducted during 2023-2024.
- Finalization of deadline of report submission of Seminars/Webinars/Skill-Development and Capacity-Building Initiatives/Career Counselling Sessions conducted during 2024-2025.
- Status of report submission of all NSS activities conducted during 2023-2024.
- Finalization of deadline of report submission of all NSS activities conducted during 2023-2024.
- Status of report submission of Gender Audit, Green and Energy Audit, Administrative and Academic Audit for the academic year 2023-2024.
- Finalization of deadline of report submission of Gender Audit, Green and Energy Audit, Administrative and Academic Audit for the academic year 2024-2025.
- Status of finalization of Academic Calendar for academic year 2024-2025.
- Status of compilation of AQAR (Criterion 1 to 7) for the academic years 2023-2024 and 2024-2025.

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

OFFICER IN CHARGE, W.B.E.S.
Government General Degree College, Mangalkote
Dt. Purba Bardhaman, West Bengal- 713132



(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>
(NAAC ACCREDITED B++)

NOTICE

No.IQAC.50/25

Date: 10.05.2025

**RESOLUTIONS OF THE EXTENDED MEETING OF THE HOI AND THE IQAC WITH
OTHER FACULTY MEMBERS AND THE LIBRARIAN HELD ON 08.05.2025:**

**ITEM 1: STATUS OF STAKEHOLDER FEEDBACK REPORT PREPARATION AND
SUBMISSION FOR ACADEMIC YEARS 2023-2024 AND 2024-2025**

The Coordinator, IQAC, informed the house that the stakeholder feedback reports (namely, students and teachers feedback survey) for the academic year 2023-2024 have already been prepared and data collection for stakeholder feedback surveys (namely, students, teachers and alumni) for the academic year 2024-2025 is complete, and the process of report writing is under way.

Final stakeholder feedback reports of the both academic years will be sent to the HOI by the Coordinator, IQAC, **tentatively on or with 31st May, 2025**, for uploading on the college website.

**ITEM 2: STATUS OF REPORT SUBMISSION OF SEMINARS/WEBINARS/SKILL
DEVELOPMENT AND CAPACITY-BUILDING INITIATIVES/CAREER COUNSELLING
SESSIONS CONDUCTED DURING 2023-2024**

The Coordinator, IQAC, based on the data available at his end, informed the house that report submission of all seminars, webinars, skill development, capacity building initiatives, career counselling sessions, conducted during academic year 2023-2024, except activities of the Cultural Committee, have been submitted by the concerned organizers. **The Coordinator, IQAC, requested the Convener, Cultural Committee, to submit all reports (academic year 2023-2024) with supporting documents with the assistance of Dr. Suchismita Das, Assistant Professor in Sociology, on or within 31st May, 2025.**

**ITEM 3: FINALIZATION OF DEADLINE OF REPORT SUBMISSION OF SEMINARS,
WEBINARS, SKILL-DEVELOPMENT, CAPACITY-BUILDING INITIATIVES, CAREER
COUNSELLING SESSIONS CONDUCTED DURING 2024-2025**

It was decided that the deadline for report submission of all seminars, webinars, skill development, capacity building initiatives, career counselling sessions, conducted between **19/12/2024 and 08/05/2025 (academic year 2024-2025) will be 31st May 2025** and the deadline for report submission of programmes conducted between **08/05/2025 and 31/05/2025 will be 10/06/2025**. Faculty members are requested to refer to the list of programmes provided below to avoid confusion in report preparation and submission.



The following are the programmes **(inclusive of Cultural Programmes)** conducted between **19/12/2024 and 08/05/2025** during the academic year 2024-2025:

Sl. No.	Name of the Programme	Details of the Programme	Report Status
1	National Youth Day (Swami Vivekananda's Birthday)	24.01.2025; Student Affairs Committee	Report required
2	National Voters' Day	28.01.2025; Electoral Literacy Club	Report required
3	Saraswati Puja	03.02.2025; Saraswati Puja Committee	Report required
4	Career Opportunities in Government Sector	06.02.2025; Career Counselling Cell in association with Rice Education	Report submitted
5	International Mother Language Day	23.02.2025; Department of Bengali	Report required
6	National Science Day	28.02.2025; Department of Chemistry	Report required
7	International Women's Day	12.03.2025; Women's Cell & Department of Sociology	Report required
8	Basanta Utsav	12.03.2025; Cultural Committee	Report required
9	Celebration of 10 th College Foundation Day	16.04.2025; Cultural Committee	Report required
10	Birthday of William Shakespeare	23.05.2025; Department of English	Report required
11	Birthday of Dr. B. R. Ambedkar	25.05.2025; Department of Political Sc.	Report required
12	World Earth Day (Solid and E-waste Collection Drive)	02.05.2025; IQAC in association with Start Up Foundation	Report required
13	Birthday of Rabindranath Tagore (Rabindra Jayanti)	08.05.2025; Cultural Committee	Report required

ITEM 4: STATUS OF REPORT SUBMISSION OF ALL NSS ACTIVITIES CONDUCTED DURING 2023-2024

The Coordinator, IQAC, informed the house that reports of all NSS activities and programmes conducted during 2023-2024 have been prepared by him and are available in the data repository of the IQAC. Such reports will be sent to the HOI for uploading on the college website as soon as possible after necessary verification.

ITEM 5: FINALIZATION OF DEADLINE OF REPORT SUBMISSION OF ALL NSS ACTIVITIES CONDUCTED DURING 2024-2025

It was decided that the deadline for the submission of reports of all NSS activities and programmes conducted between **08.01.2025 to 08.05.2025** during academic year 2024-2025 will be **31st May, 2025**.



The following are the programmes conducted by the NSS unit of the college between **08.01.2025 to 08.05.2025** during the academic year 2024-2025:

Sl. No.	Name/Nature of the Programme	Details of the Programme	Report Status
1	Electoral Awareness Campaign	31.01.2025; NSS Unit I in association with Palishgram High School	Report required
2	NSS Volunteers' Participation in Two Day National Seminar organized by NSS Cell, The University of Burdwan	22.02.2025-23.05.2025; National Seminar on Digitalization of Health Advocacy (special reference to HIV/AIDS and STDs)	Report required

ITEM 6: STATUS OF REPORT SUBMISSION OF GENDER AUDIT, GREEN AND ENERGY AUDIT, ADMINISTRATIVE AND ACADEMIC AUDIT FOR THE ACADEMIC YEAR 2023-2024

The Coordinator, IQAC, informed the house that the Gender Audit related survey for academic year 2023-2024 has already been conducted but the final report is yet to be submitted by the Gender Audit Committee.

Similarly, the Green and Energy Audit reports are due. The Administrative and Academic Audit report could not be finalized as data collection for the compilation of AQAR 2023-2024 is not complete as on 08.05.2025. It was decided that the deadline for the completion of all the audits mentioned above will be **31st May, 2025**.

ITEM 7: FINALIZATION OF DEADLINE OF REPORT SUBMISSION OF GENDER AUDIT, GREEN AND ENERGY AUDIT, ADMINISTRATIVE AND ACADEMIC AUDIT FOR THE ACADEMIC YEAR 2024-2025

It was decided that the deadline for the submission of Gender, Green and Energy, Administrative and Academic Audit reports for the academic year 2024-2025 will be **10th June, 2025**.

ITEM 8: STATUS OF FINALIZATION OF ACADEMIC CALENDAR FOR ACADEMIC YEAR 2024-2025

The Coordinator, IQAC, informed the house that the Academic Calendar for the academic session 2024-2025 has already been submitted (due verification) by Mr. Keshab Chandra Saha, Assistant Professor and Head, Department of Bengali.

ITEM 9: STATUS OF COMPILATION OF AQAR (CRITERION 1 TO 7) FOR THE ACADEMIC YEARS 2023-2024 AND 2024-2025

The Coordinator, IQAC, informed the house that AQAR 2023-2024 and 2024-2025 is yet to be compiled because the process of data collection for the quantitative and qualitative metrics (Criterion 1 to 7) is still underway, although the Conveners of Criterion 2 and 5 have made substantial headway in this regard and have already submitted documents.



The house was informed by the Coordinator, IQAC, that he has received verbal confirmation from the Convener of Criterion 1 about the progress in the work done till now. Convener of Criterion 3 informed the house that the Google form for the submission of the publication related data will be circulated towards the end of the academic session to ensure full inclusion of publications of the faculty members of the college. Convener of Criterion 4 informed the house that the assigned portion will be completed after the financial audit is conducted, otherwise the rest of the portions are already done.

The Coordinator, IQAC, requested all the Criterion Conveners to treat the matter as urgent and try to complete the necessary work and submit the documents within **31st May, 2025**. In exceptional cases, where data is not expected to be available within 31st May, 2025, the Conveners are requested to complete the work within **10th June, 2025** or inform the IQAC about the issues involved.

MISCELLANEOUS:

Additionally, the Convener of the Sports Committee was also requested by the Coordinator, IQAC, to submit the reports of the sporting events/competitions conducted between **08.01.2025 to 08.05.2025** during academic year 2024-2025:

Sl. No.	Name of the Event	Date of the Event	Report Status
1	Annual Sports 2025	28.01.2025 - 29.01.2025	Required
2	Badminton Championship (Female) 2025	05.03.2025	Required
3	Table Tennis Championship (Male) 2025	03.04.2025	Required
4	Carrom Championship (Female) 2025	02.05.2025	Required

The meeting ended with vote of thanks to the Chairperson of the IQAC.


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

OFFICER IN CHARGE, W.B.E.S.
Government General Degree College, Mangalkote
Dist. Purba Bardhaman, West Bengal- 713132




(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>
(NAAC ACCREDITED B++)

No.IQAC.51/25

Date: 10.05.202

To,
The Officer-In-Charge
Government General Degree College, Mangalkote

[SUB: SUBMISSION OF ALUMNI FEEDBACK SURVEY REPORT 2024-2025
AND REQUEST FOR NECESSARY ACTION]

Sir,

With reference to **Notification No. IQAC.39/25 dated 11.04.2025**, of the Internal Quality Assurance Cell, regarding Alumni Feedback Survey 2024-2025, I am to inform you that the survey has been completed and the feedback analysis report has been prepared in light of the valuable insights and suggestions received from the alumni who have participated in the online survey.

The Internal Quality Assurance Cell has prepared a detailed **Alumni Feedback Analysis Report 2024-2025** covering various aspects such as teaching-learning, mentoring, CIAs and feedback on performance, ICT use, career guidance, physical infrastructure, library facilities, extra-curricular activities, student support, cleanliness, safety and security, along with a **Special Report on Expectations from the Alumni Association (2024-2025)** for your perusal and necessary action. The special report may be communicated to the Alumni Association for finalizing its plan of action for the next academic year.

The reports are attached herewith for your ready reference.



Pinaki Roy

(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Enclosures:

1. Alumni Feedback Analysis Report 2024-2025
2. Special Report on Expectations from the Alumni Association (2024-2025)

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>
(NAAC ACCREDITED B++)

NOTICE

No.IQAC.52/25

Date: 14.05.2025

It is hereby notified for the information of all concerned that the Internal Quality Assurance Cell (in association with the Department of Sociology) is going to organize a Webinar on **RESEARCH METHODOLOGY** on **22/05/2025 (Thursday) at 6:00 pm.**

Dr. Aratrika Bhattacharya, Assistant Professor and Head, Department of Sociology, St. Xavier's College, Burdwan, has kindly consented to deliver an online lecture entitled **'Understanding Research Methods for Social Science Inquiry'** in the aforementioned webinar under **Teacher Exchange Programme by virtue MoU with St. Xavier's College, Burdwan.**

Heads of all Humanities and Social Science departments are requested to inform their students about the webinar and ask them to participate. Programme flyer is attached herewith for your kind information and necessary action.

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

Officer-in-Charge
Government General Degree College
Mangalkote, Burdwan



(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdcm@gmail.com; Website: <https://mangalkotegovtcollege.org>
(NAAC ACCREDITED B++)



No.IQAC.53/25

Date: 15.05.2025

To,
The Officer-In-Charge
Government General Degree College, Mangalkote

[SUB: SUBMISSION OF TEACHER FEEDBACK SURVEY REPORT 2024-2025
AND REQUEST FOR NECESSARY ACTION]

Sir,

With reference to **Notification No. IQAC.39/25 dated 11.04.2025**, of the Internal Quality Assurance Cell, regarding Teacher Feedback Survey 2024-2025, I am to inform you that the survey has been completed and the feedback analysis report has been prepared in light of the valuable insights and suggestions received from the teachers who have participated in the online survey.

The Internal Quality Assurance Cell has prepared a detailed **Teacher Feedback Analysis Report 2024-2025** covering various aspects such as curriculum, teaching-learning and evaluation, assessment and evaluation of learning outcomes, research and extension, infrastructure and resources, and welfare, participation, grievance redressal and inclusion, along with two additional **Reports on Teacher Feedback regarding the performance of the IQAC and efficacy of the NEP curriculum (2024-2025)** for your perusal and necessary action. The special report on **NEP curriculum (2024-2025)** may be communicated to the affiliating university.

All reports are attached herewith for your ready reference.



Pinaki Roy

(Dr. PINAKI ROY)

Coordinator, IQAC

Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote

Enclosures:

1. Teacher Feedback Analysis Report 2024-2025
2. Teacher Feedback (IQAC) Report 2024-2025
3. Teacher Feedback (NEP) Report 2024-2025



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdem@gmail.com; Website: <https://mangalkotegovtcollege.org>
(NAAC ACCREDITED B++)

NOTICE

No.IQAC.54/25

Date: 22.05.2025

The Internal Quality Assurance Cell, Government General Degree College, Mangalkote, in association with NSS Unit I and Environmental Awareness Committee, Government General Degree College, Mangalkote, is pleased to inform all stakeholders that the college will observe **Environment Action Week from May 21st to June 5th**, and organize a collaborative campus and community initiative entitled **"Planet Plan: Clean Up, Power Up"** spearheaded by the **Start Up Foundation**, on the occasion of **World Environment Day (5th June, 2025)** to encourage and promote sustainable practices and responsible recycling through student engagement and institutional leadership.

During the abovementioned period several online and offline activities, including quiz contest, poster competition and sensitizing webinar, will be organized by the NSS Unit and Environmental Awareness Committee. **The poster of the programmes with relevant dates and details will be shared by the organizing committee shortly.**

The following faculty members are requested to kindly take necessary steps and ensure publicity of this forthcoming collaborative event among the students:

- i) Dr. Sagar Adhurya, Assistant Professor in Zoology & Programme Officer, NSS Unit I
- ii) Dr. Raj Kumar Singh, Assistant Professor in Botany & Convener, Environmental Awareness Committee, and
- iii) Dr. Akash Kedia, Assistant Professor & Head, Department of Botany & Joint Convener, Environmental Awareness Committee.

Cooperation and participation of all stakeholders in this collaboration is highly solicited.


(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

OFFICER IN CHARGE, W.B.E.S.
Government General Degree College, Mangalkote
Dt. Purba Bardhaman, West Bengal- 713132




(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdc@gmail.com; Website: <https://mangalkotegovtcollege.org>
(NAAC ACCREDITED B++)



No.IQAC.55/25

Date: 25.05.2025

To,
The Officer-In-Charge
Government General Degree College, Mangalkote

**[SUB: SUBMISSION OF STUDENT FEEDBACK SURVEY REPORT 2024-2025
AND REQUEST FOR NECESSARY ACTION]**

Sir,

With reference to **Notification No. IQAC.39/25 dated 11.04.2025**, of the Internal Quality Assurance Cell, regarding Student Feedback Survey 2024-2025, I am to inform you that the survey has been completed and the feedback analysis report has been prepared in light of the valuable insights and suggestions received from the current students who have participated in the online survey.

The Internal Quality Assurance Cell has prepared a detailed **Student Feedback Analysis Report 2024-2025** covering various aspects such as teaching-learning, elucidation and discussion of programme and course outcomes, use of ICT tools and student-centric methods of academic transaction, CIAs, feedback on performance, and grievance redressal related to teaching, learning and evaluation, along with a detailed **Student Satisfaction Survey Report on Overall Institutional Performance (2024-2025)** for your perusal and necessary action.

The reports are attached herewith for your ready reference.



Pinaki Roy

(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote

Enclosures:

1. Student Feedback Analysis Report 2024-2025
2. Student Satisfaction Survey Report 2024-2025



Government of West Bengal
Internal Quality Assurance Cell
GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
Email: iqac.ggdcm@gmail.com; Website: <https://mangalkotegovtcollege.org>
(NAAC ACCREDITED B++)

NOTICE

No.IQAC.56/25

Date: 26.05.2025

The Internal Quality Assurance Cell, Government General Degree College, Mangalkote, in association with the Sports Committee, Government General Degree College, Mangalkote, is pleased to inform all stakeholders that a **Bicycle Rally** will be organized on **30th May (Friday), 2025**, at **1:30 p.m.**, in collaboration with **Start Up Foundation** and **Purba Bardhaman Cycling Club (PBCC)**, who have officially partnered with the Sports Authority of India (SAI), under the Ministry of Youth and Sports, Government of India, to promote a national cycling campaign entitled **"Pedal for the Planet"** under the FIT India Movement – Sundays on Cycle Initiative, on the occasion of **World Bicycle Day (3rd June, 2025)**.

This initiative spearheaded by the Start Up Foundation is supported Decathlon (Sports Partner), Hulladek Recycling (Recycling Partner) and Axis Bank (Exclusive Banking Partner) to promote eco-friendly mobility, environmental awareness and physical fitness among youth across India. All participants in the awareness rally to be held on **30th May (Friday), 2025**, will be provided certificates/medals by the Start Up Foundation for promoting bicycle as a non-polluting mode of transportation and encouraging sustainable habits in the student community. **The poster of the programme with link for registration will be shared shortly.**

The following faculty members are requested to kindly ensure publicity of this forthcoming collaborative event among the students, particularly Semester II and IV:

- Dr. Dinesh Maity, Assistant Professor in Chemistry & Convener, Sports Committee
- Mr. Hirak Kumar Sinha Mahapatra, Assistant Professor & Head, Department of History
- Mr. Khokan Saikh, Assistant Professor in History

Cooperation and participation of all stakeholders in this collaboration is highly solicited.

(Dr. PRADIPTA KUMAR BASU)
Officer-In-Charge
Government General Degree
College, Mangalkote

OFFICER IN CHARGE, W.B.E.S.
Government General Degree College, Mangalkote
Dist. Purba Bardhaman, West Bengal- 713132



(Dr. PINAKI ROY)
Coordinator, IQAC
Government General Degree
College, Mangalkote

Coordinator, IQAC
Govt. General Degree College,
Mangalkote