



SIR GURUDAS MAHAVIDYALAYA

(Affiliated to University of Calcutta) [Registered under 2(F) & 12(B) of UGC Act]

Accredited by NAAC

33/6/1, Biplabi Barin Ghosh Sarani, Muraripukur, Ultadanga, Kolkata – 700 067

Website www.sirgurudasmahavidyalaya.com

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ACTION TAKEN REPORT: Academic session: 2018-2019

- Effective implementation of CBCS System Orientation programme for both the Arts and Science students was arranged to accustom them to the new system. A workshop regarding same has been arranged.
- New session of UGC-sponsored course on computer hardware-networking has been successfully completed. With this, the capacity building of the Students on advanced technology has been achieved.
- Inspired by the success of UGC Sponsored Add-on Course, college arranged 2 (Two) more Add-on-Courses in this Academic Session. Effort has been done to include maximum number of students. Certificates have been issued after successful completion of the courses.
- Golden Jubilee Year of the college was celebrated with great success. Cultural Program was arranged in Mohit Moitro Mancho Auditorium. The students were trained for days to perform in the function.
- Following the directive of IQAC, steps have been taken to carry on mentoring system and remedial classes on the departmental level for the academic and holistic development of the students.
- Special lectures, departmental seminars and workshops were arranged throughout the academic session. One international seminar was arranged by the Political Science Department.
- Faculties were encouraged to join professional development courses like Refresher Course, Orientation Courses. The finance sub-committee approved financial help for the faculties to promote the advancement and skill enhancement.
- New books were purchased in accordance to the new CBCS syllabus. The Central library have taken required action with support from the departments.
- The feedback report was analysed and submitted to the Governing body.
- Substantive Posts of Political Science Department and Computer Science Department were filled up.
- Physics and Chemistry Laboratory were spruced up. Lab instruments, chemicals, apparatus were procured.



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- Computers, software and ICT teaching facilities were purchases/installed.
- As a part of Green Campus initiative, awareness programs and observation of important days related to environmental issues were arranged by the NSS Unit of the college.
- For the holistic development of the students, special initiatives were taken to arrange various cultural programs on the days of national importance. This in turn also imparts the idea of Indian Knowledge System through participative learning. Also the students' magazine AYUSH for 2018-2019 has been published with great enthusiasm.
- Students' cultural magazine Ayush was published with great enthusiasm in the college.
- Initiatives have been taken to sign Memorandum of understanding with different institutions to enhance the holistic development of the college.

Ratna Lodh

IQAC Co-ordinator

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ACTION TAKEN REPORT: Academic session: 2019-2020

- Upgradation of the teachers' database and uploading the data in the Banglar Uccha Shiksha Portal, an initiative of Higher Education Department, West Bengal Govt.
- Orientation Program at the onset of Academic Session and Library Induction Program were arranged.
- Awareness Programs and other activities using posters of Anti Ragging Campaign, ICC Cell, Different welfare measurements for SC, ST, OBC students arranged. Academic and Social Environment was maintained by Gender Sensitization workshop by ICC.
- Grievance Redressal Cell addresses students' grievances throughout the session and submitted the action taken report to IQAC.
- At the onset of Pandemic, basic online infrastructure was set up and was used both by the staff and the students of the college. Computer Science Department took important role to organize various sensitization programs for teachers to initiate their Online teaching learning method. Under the pandemic situation all efforts were taken to continue an effective Teaching - Learning process. In view of the ongoing pandemic situation, it was decided that classes for ongoing semesters were conducted in the online mode.
- Learning Management System [LMS] was implemented for the smooth teaching-learning process in online mode.
- Academic, psychological and all other forms of assistance were given to the students by online mentoring and feedback.
- For the holistic development of the students, special initiatives were taken to arrange various cultural programs on the days of national importance. This in turn also imparts the idea of Indian Knowledge System through participation. In the situation of pandemic, these became more important for good mental health and the institution arranged programs even in online mode with utmost care.
- Awareness programs by NSS UNIT of the college arranged in physical mode in the first half of the Academic Year. Later, in the pandemic few Departmental Seminars organized in on-line mode.
- Memorandum of understanding have been signed with five institutions and one organization to enhance the holistic development of the college.



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- Seven Add-on-Courses were offered in this Academic Session. Effort has been done to include maximum number of students. Certificates have been issued after successful completion of the courses.
- 'Entry-in-Service'- a guidance for competitive examination started in this session.
- Professional Development Courses were organised aiming for the technological advancement of the faculties. Also, faculties were encouraged to join other professional development courses. The finance sub-committee approved financial help for the faculties to promote the advancement and skill enhancement.
- The feedback report was analysed and submitted to the Governing body.
- Substantive Posts of Bengali Department were filled up.

Ratna Loh

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Action Taken Report: Academic Session: 2020-2021

1. Under the pandemic situation classes continued in online mode for ongoing semesters.
2. Commercial G-Suite and WebEx platforms were purchased for smooth conduction of academic and administrative activities. Google Suite ids for staff and faculty created to ensure smooth conduction of online activities.
3. Department of Computer Science and Central Library started a collaborative Learning platform to train both the faculty and the teachers to familiarize them with different digital platforms and techniques of digital teaching-learning.
4. Fifteen online seminars and workshops were arranged.
5. Online admission process as per the instructions of the UGC and the University of Calcutta in view of the Covid pandemic were carried out smoothly by the Admission Committee.
6. Academic, psychological and all other forms of assistance were given to the students by online mentoring and feedback. The feedback report was analysed and submitted to the Governing body.
7. Online examinations as per UGC and university guidelines were carried out successfully.
8. Departmental cubicles with computers and additional facilities were constructed for better academic environment.
9. The updating and upgrading of the college website were carried out.
10. Effective implementation of Vaccination drives for staff and students. Detailed vaccination data of all teaching and non-teaching staff of the college was collected.
11. Further MoU has been signed with one college. Collaborative activities continued with the institutions.



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12. Teachers joined online Refresher Course, Orientation Course and FDPs under HRDC.

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Action Taken Report: Academic Session: 2021-2022

1. This session marks the return to the normal offline mode as the pandemic ended near the end of the session. Throughout the session, the students were imparted knowledge and resources in blended mode. All efforts were taken for smooth transition of online-offline mode.
2. Successful vaccination drive was continued with collaboration to local Kolkata Corporation Vaccination Centres and Higher Education department. Full sanitization of the college campus was done in multiple phases.
4. G-Suite and LMS portals were used optimally for conduction of On-line classes, Examination and other educational activities.
5. Seminars and conferences were arranged.
6. Online admission process as per the instructions of the UGC and the University of Calcutta in view of the Covid pandemic were carried out smoothly by the admission Committee.
7. Academic, psychological and all other forms of assistance were given to the students by blended mode mentoring and feedback. The feedback report was analysed and submitted to the Governing body.
8. Initiatives were taken so that more students can take the advantage of the guidance for competitive examination 'Entry-in-Service'.
9. An interdisciplinary academic Journal A.A.J.K.A.A.L is published by Teachers' Council in e-print mode. Various articles on different Academic disciplines enriched the issue.
10. After returning to the offline mode, Students' Magazine of college students 'AYUSH' is published in e-version for combined sessions 2020-2021 and 2021-2022. The magazine reflects the creativity of our students.
11. AQAR, 2019-2020 has been submitted within due-time.
12. A memorial scholarship was commenced by Prof. Mausumi Bandyopadhyay, HOD, Department of Bengali for the girl student with highest academic score.
13. Books were purchased in the Central Library, online resources and ICT facilities enhanced.
14. Multiple add-on and value-added courses have been commenced to deliver the job-oriented skills and the life skills and obviously the ethics to the students.



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15. MoU has been signed with several institutions. Collaborative activities continued.
16. Professional Development Courses were organised aiming for the technological advancement of the faculties. Also, faculties were encouraged to join other professional development courses. The finance sub-committee approved financial help for the faculties to promote the advancement and skill enhancement.

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Action Taken Report: Academic Session: 2022-2023

- The IQAC ensures regular departmental meetings to discuss planning of curricular delivery and implementation.
- The outcomes of respective departmental meetings are analysed in the IQAC meeting to review programme outcomes. On the basis of these reviews course choices provided every semester are regularly updated and overhauled.
- Every department submits its lesson plan and Program Outcome, Course Outcomes to the IQAC at the beginning of the Academic Session. Implementation of the lesson plan is supervised. PO-CO attainment has been analysed at the end of the academic session.
- Academic, psychological and all other forms of assistance were given to the students by blended mode mentoring and feedback. The feedback report was analysed and submitted to the Governing body.
- The IQAC took following measures towards ensuring academic quality:
 - a. Orientation Program has been arranged to sensitize the college faculties for the implementation of CCF 2022 or NEP 2020.
 - b. Implementation of LMS for teaching learning.
 - c. IQAC has successfully inspired the departments to introduce a satisfactory number of Add-On-Course and Value Added Course. Special care has been taken to enrol maximum number of students in these courses.
 - d. Started Provas Mondal Memorial Lecture.
 - e. Special lectures and workshops were conducted by several departments in collaboration with IQAC.
 - f. Preparation of Academic and Administrative Audit report for the session.
- New MoUs were signed and faculty exchange programme continued with several Higher Educational Institutions. For waste management process, MoU was signed with 'Vital Waste Management' organization.
- Professional Development Courses were organised aiming for the academic advancement of the faculties. Faculties were encouraged to join other professional development courses. The finance sub-committee approved financial help for the faculties to promote the advancement and skill enhancement.
- 360 degree appraisal of teachers and non-teaching staff, attendance record of the staff as well as students are carefully reviewed.



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- An interdisciplinary academic Journal A.A.J.K.A.A.L is published by Teachers' Council in e-print mode. Various articles on different Academic disciplines enriched the issue.
- Initiatives were taken for Environment and Energy audits.
- Students' Magazine of college students 'AYUSH' is published for 2022-2023 session. The magazine reflects the creativity of our students.
- Students' common seating arena was inaugurated.
- A cheap canteen was made with basic facilities ensuring proper hygiene.
- Acharya Jagadish Udyan was developed. Green initiatives have been implemented throughout the session.

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