

**GOURAV GUIN
MEMORIAL COLLEGE
(C-19050)**

**DR. ANUPAM PARUA
PRINCIPAL & SECRETARY**

*ANNUAL
REPORT
2021 - 22*



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GOURAV GUIN MEMORIAL COLLEGE
SATBANKURA, CHANDRAKONA ROAD, PASCHIM MEDINIPUR
PIN: 721253, E-MAIL: ggmcollege2008@gmail.com, Website: www.ggmc.ac.in

1. Brief Profile of the College

1.1. Brief History of the College

The District of Medinipur in West Bengal is a nesting place of genius. Here were born Khsudiram Basu & Matangini Hazra who inspired hundred and thousands of people to care a fig for life and smilingly sacrifices their lives for the sake of our Country's Freedom. On the other hand, here was born Pandit Iswar Chandra Vidyasagar who became a pioneer in the field of Education in a realm of ignorance and illiteracy, always being an inspiration and ideal for all of us for his innovating schemes in the area of Child Education as well as Adult Education. Despite all the facts stated above, the District of Medinipur, particularly Paschim Medinipur, has remained an Educationally Backward Area (Jangal Mahal) because of its geographical location. It is a border area adjacent to Jharkhand where also the light of knowledge and culture is no enkindled in an adequate manner. That is why it is also designated as Educationally Backward District as the Gross Enrolment Ratio in this district is much lower than the National Average. The scenario hardly argues well for an all-round and balanced development of this Educationally Backward District.

In this perspective, Gourav Guin Memorial College was established on 28th August, 2008 and she started her auspicious journey on the 1st day of September, 2008 after having received due permission from Higher Education Department of the Government of West Bengal (Dated 18th July, 2008) and also subsequently affiliated to Vidyasagar University (Dated 30th July, 2008) for the session 2008-2009 in order to meet the demands of the local people organized by an N.G.O. entitled 'Chandrakona Road Social and Human Development Society'. Gourav Guin whose name of our College commemorates was a teen-aged boy who was unfortunately died a sad, premature death in the prime of his youth. May his departed soul rest in place and inspired hundreds and thousands of young boys and girls to become true human beings in the proper sense of the term.

1.2. Aims and Objectives

- Inspiring the students to become ideal citizens of the nation by making them aware of their glorious culture heritage and the rights from and duties to the society.
- Offering scope for higher education to the people of walk of life irrespective of class, caste, creed or sex.



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- Preparing students with an eye to future examinations to avail themselves of the job opportunities.
- Creating condition for the development of scientific attitude and environmental awareness among the students.
- Generating interest in games and sports.
- Nurturing such qualities as free thinking, innovation, discipline, fellow-feeling, patriotism, secular attitude etc.
- Integrating the Institution with the society by inculcating a sense of inter-dependence of the two.
- Building the Institution as an ideal place of learning and culture in the state as well as in the country.
- A guide for the first generation learners and a model for value-oriented programmes.
- Promoting General Enrolment Ratio (GER) in this Educationally Backward District.
- Introducing innovative methods of evaluation.
- Introducing Remedial Coaching for disadvantage sections of the Society.

1.3. Rules and Regulations for the Students of the College

Any person desirous of being a student of this College or any student of the College are to note the following rules and regulations of the College:

- (1) Any candidate who absents himself/herself for 30 (thirty) consecutive working days without notice from the commencement of classes, his/her name will be struck off from the register. No further correspondence will be entertained in this regard;
- (2) Regular attendance in the classes is mandatory. (The students failing to have at least 75% attendance as per university rules are debarred from appearing in end semester examinations);
- (3) The students must conform to the rules and disciplines of the College to promote peaceful academic environment in the College;
- (4) Students must show Identity Card provided by the College and hang the Identity Card around the neck during their entire stay inside the College campus;
- (5) Students must desist from ill practices / malpractices / evil practices of any sort including indulging in ragging and / or sexual harassment of any sort inside and in the immediate vicinity of the College campus;



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- (6) Students must desist from consumption of tobacco of any sort or form and / or of any banned substances in any form including alcoholic liquor for human consumption inside and in the immediate vicinity of College campus;
- (7) Students will be subjected to disciplinary and / or legal action for destruction or damage of any sort caused to any property, movable or immovable, of the College or for any action or activity causing or leading to such damage or destruction;
- (8) Students must maintain discipline inside and in the immediate vicinity of the College campus all the time;
- (9) Students must pay fees and other dues including charges and fees determined by and payable to the affiliating University or other competent authorities in due time. Due time will mean time specified by the College authorities, affiliating University or any other competent authorities, as the case may be. Students are to go through and understand the fees structure of the College completely and in minute details. Reduction of fees and other dues at any point of time will not be the subject matter of any demand from the students;

Taking admission into and continuing with the studentship in the College will automatically bind the student to obey all the rules and regulations mentioned herein. Disobeying and / or showing or causing intention to disobey these rules and regulations and / or general rules and regulations not mentioned herein but are applicable to any academic institution will subject the student to disciplinary and / or legal actions summarily or otherwise by the College authorities.

2. Administration of the College

2.1. Governing Body of the College (w.e.f. 23/03/2022)

Prof. Anjana Mahata – President

Prof. (Dr.) Anupam Parua – Principal & Secretary

Sri Jnananjan Mondal – Nominee, Govt. of West Bengal

Sri Smriti Ranjan Dutta – Nominee, Govt. of West Bengal

Sri Barun Ghosh – Nominee, West Bengal State Council of Higher Education

Prof. Sujata Maiti – Nominee, Vidyasagar University (affiliating University)

Prof. Sushil Kumar Bera – Nominee, Vidyasagar University (affiliating University)

Dr. Sourav Pal – Teachers' Representative

Dr. Pankaj Kumar Paul – Teachers' Representative

Prof. Tinku Kumar Ghorai – Teachers' Representative

Sri Kartik Sarkar – Non-teaching Representative



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2.2. Internal Quality Assurance Cell (IQAC) of the College (since dd.mm.2022)

(A) Chairperson:

Dr. Anupam Parua (Principal/HOI)

(B) Teacher Members:

- (i) Dr. Tapan Hazra – Associate Professor & Head, Dept. of History;
- (ii) Dr. Sourav Pal – Assistant Professor (Stage – II) & Head, Dept. of English;
- (iii) Dr. Pankaj Kumar Paul – Assistant Professor (Stage – II) & Head, Dept. of Education;
- (iv) Dr. Sristidhar Bera – Assistant Professor (Stage – II), Dept. of Education;
- (v) Prof. Binod Chandra Soren – Assistant Professor (Stage – I) & Head, Dept. of Political Science;
- (vi) Prof. Mitali Singha – Assistant Professor (Stage – I) Dept. of Bengali;
- (vii) Prof. Rajesh Dey – Assistant Professor (Stage – I) Dept. of Education;

(C) Senior Administrative Officers:

Sri Rintu Samanta – Accountant

(D) Nominee from Local Society, Students and Alumni:

- (i) Sri Jnananjan Mondal as member from Local Society
- (ii) Nominee from the Students: Vacant and would be nominated by the Principal;
- (iii) Nominee from the Alumni: Vacant and would be nominated by the Principal;

(E) Nominee from Stakeholders:

Prof. Arindam Gupta, Professor, Dept. of Commerce, Vidyasagar University;

(F) Co-ordinator:

Prof. Tinku Kumar Ghorai, Assistant Professor & Head, Dept. of Bengali.

2.3. Different Committees, Sub-Committees and Cells of the College

2.3.1. Finance Committee

Terms of Reference:

To perform all the activities as per the statue of affiliating University, i.e., Vidyasagar University and applicable customs & orders / general guidelines issued by competent concerned authorities from time to time relating to financial transactions and overall management of financial resources in any academic institutions

Convenor: Dr. Anupam Parua, Principal & DDO

Members:

- (1) Sri Jnananjan Mandal – Govt. Nominee in the Governing Body
- (2) Sri Barun Ghosh – WBSCHIE Nominee in the Governing Body
- (3) Dr. Pankaj Kumar Paul - Teachers' Representative to the Governing Body



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(4) Prof. Tinku Kumar Ghorai – Teachers' Representative to the Governing Body

2.3.2. Admission Committee

Terms of Reference:

- (1) To arrange for annual online admission and counselling of students;
- (2) To co-ordinate with different agencies and authorities like online admission portal and web-site vendor, University Authorities and the like;
- (3) Supervising the verification of documents connected with students' admission;
- (4) Supervising the Registration of admitted students in VU online Registration Portal for students;
- (5) Any other matter incidental or ancillary to issues of students' admission, verification of submitted documents, registration of students and the like.

Chairman: Prof. (Dr.) Anupam Parua, Principal

Convenor: Prof. Sk. Parvej Hossein (Coordinator – Sanskrit)

Members:

- (1) Dr. Tapan Hazra (HOD – History)
- (2) Dr. Sourav Pal (HOD – English)
- (3) Dr. Pankaj Kumar Paul (HOD – Education)
- (4) Prof. Tinku Kumar Ghorai (HOD – Bengali)
- (5) Prof. Binod Chandra Soren (HOD – Pol. Science)
- (6) Prof. Rajesh Dey (Convenor – Technology Committee as ex-officio Member)

2.3.3. Academic Committee

Terms of Reference:

- (1) To Oversee the general academic environment of the College;
- (2) To co-ordinate in respect of routines for different faculties and classes;
- (3) To Oversee the attendance of the students in their respective classes;
- (4) To promote, make and supervise e-teaching and e-learning methods (including regular use of smart class room, development of soft copies in respect of teaching-learning input and output and so on)
- (5) To make an academic calendar in compliance with the academic calendar circulated by the University from time to time;
- (6) To schedule the internal assessment tests to be taken by different departments;



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- (7) To make arrangement for circulation of materials required to be circulated to students from time to time in compliance with the instructions from the Office of the Principal;
 - (8) Any other matter incidental or ancillary to issues of academic environment of the College.
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Chairman: Prof. (Dr.) Anupam Parua, Principal

Convenor: Dr. Tapan Hazra (HOD – History)

Members:

- (1) Dr. Sourav Pal (HOD – English)
- (2) Dr. Pankaj Kumar Paul (HOD – Education)
- (3) Prof. Tinku Kumar Ghorai (HOD – Bengali)
- (4) Prof. Binod Chandra Soren (HOD – Pol. Science)
- (5) Prof. Sk. Parvej Hossein (Coordinator – Sanskrit)

2.3.4. Library Sub-Committee

Terms of Reference:

- (1) To formulate various policies related to library functions like purchase of books, cataloguing, book lending, reading room etc.
 - (2) To propose library budget for the institute and its various departments;
 - (3) To propose library vision and strategy document;
 - (4) To maintain and upgrade library facilities;
 - (5) To promote library automation;
 - (6) To organise library awareness programmes for better utilisation of library facilities;
 - (7) To create academic material archive;
 - (8) Any other incidental or ancillary matter
-

Chairman: Dr. Anupam Parua, Principal

Convenor: Dr. Sourav Pal (HOD – English)

Members:

- (1) Dr. Tapan Hazra (HOD – History)
- (2) Dr. Pankaj Kumar Paul (HOD – Education)
- (3) Prof. Tinku Kumar Ghorai (HOD – Bengali)
- (4) Prof. Binod Chandra Soren (HOD – Pol. Science)
- (5) Dr. Akbar Ali Shah, Dept. of History
- (6) Prof. Biswaranjan Jana, Dept. of Political Science



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2.3.5. Service Book and Retirement Benefits (including e-Pension) Committee

Terms of Reference:

- (1) To look after the opening and regular updating of service book of all employees of the College;
- (2) To look after the status of availed leaves of different categories and to prepare and update Leave Account of all employees;
- (3) To supervise the work relating to e-Pension and other terminal/retirement benefits;
- (4) Any other incidental or ancillary matter.

Chairman: Prof. (Dr.) Anupam Parua, Principal

Convenor: Prof. Binod Chandra Soren

Members:

- (1) Dr. Tapan Hazra
- (2) Prof. Chinmoy Mandal
- (3) Dr. Sk. Parvej Hossein
- (4) Sri Saroj De
- (5) Sri Kartick Sarkar

2.3.6. Provident Fund Sub-Committee:

Terms of Reference:

- (1) To look after the opening and regular updating of Provident Fund of all employees of the College;
- (2) To look after the status of Provident Fund Accumulated Balances of employees;
- (3) To supervise the work relating to withdrawals (refundable or non-refundable) from Provident Fund Account of any employee;
- (4) Any other incidental or ancillary matter.

Chairman: Dr. Anupam Parua, Principal

Convenor: Dr. Sristidhar Bera

Members:

- (1) Prof. Chinmoy Mandal
- (2) Prof. Binod Chandra Soren
- (3) Sri Rajkumar Mandal
- (4) Sri Saroj De



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2.3.7. Technology Sub-Committee

Terms of Reference:

- (1) To look after the computer installation and network connectivity in different locations of the College and their maintenance;
- (2) To look after the maintenance, up-gradation (as and when required) and regular updating of the web-site of the College;
- (3) To supervise the technology aspects of online admission of students in the College;
- (4) To supervise the CCTV installation of the College as to the regular maintenance, capturing and storage of data and the like;
- (5) To supervise the maintenance and proper functioning of the Smart Room set up of the College;
- (6) To assist in the functioning of different portals like Banglaruchchashiksha Portal, Students' Scholarships Portals, West Bengal Students' Credit Card Scheme Portal and so on;
- (7) Any other matter incidental or ancillary to the above noted terms of references.

Chairman: Dr. Anupam Parua, Principal

Convenor: Prof. Rajesh Dey

Members:

- (1) Prof. Tinku Kumar Ghorai
- (2) Dr. Suvapriya Chatterjee
- (3) Prof. Chinmoy Mandal
- (4) Prof. Sukdeb Sau
- (5) Prof. Shyampada Jana
- (6) Sri Saroj De

2.3.8. Purchase Committee

Terms of Reference:

- (1) To look after the issues relating to purchase and procurement of different items of goods and services needed by the College especially to include the followings:
 - (a) To analyse quotations submitted by prospective vendors/suppliers;
 - (b) To ensure all documentation is accurately completed;



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- (c) To ensure that the supplies/services quoted for complying with what was requested on the SR;
 - (d) Seek clarification from suppliers/service providers where necessary;
 - (e) To request technical input from relevant staff as required;
 - (f) In certain contexts, it may be appropriate for some or all members of the PC to be directly involved in the collection of quotations;
 - (g) Ensuring proportionality, transparency, accountability and fairness in the procurement process;
 - (h) Involvement in the evaluation discussion;
 - (i) The PC should also be assigned a role within the supplier pre-qualification process;
 - (j) and the like;
- (2) Any other matter incidental or ancillary to the above noted terms of references.

Chairman: Dr. Anupam Parua

Convenor: Dr. Tapan Hazra

Members:

- (1) Sri Smriti Ranjan Dutta – Finance Committee Representation
- (2) Dr. Sourav Pal – Technical Representation
- (3) Sri Jnananjan Mandal – Locality Representation
- (4) Dr. Pankaj Kumar Paul – General Office Representation

2.3.9. Pay-Fixation Sub-Committee

Terms of Reference:

- (1) To keep themselves well-acquainted with Government Orders and such other documents for fixation of pay of teachers and non-teaching members of the College;
- (2) To supervise the arrangement for processing of documents and taking necessary follow-up measures in connection with the fixation of pay of teachers and non-teaching members of the College;
- (3) To supervise the issues relating different financial claims of the employees like arrear claims;
- (4) Any other matter incidental or ancillary to issues of fixation of pay of the employees of the College.

Chairman: Dr. Anupam Parua, Principal

Convenor: Dr. Sourav Pal



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Members:

Dr. Tapan Hazra
Prof. Tinku Kumar Ghorai
Sri Kartick Sarkar
Sri Saroj De

2.3.10. Disciplinary Committee

Chairman: Dr. Anupam Parua

Convenor: Dr. Sourav Pal

Members:

- (1) Dr. Tapan Hazra (HOD – History)
- (2) Dr. Pankaj Kumar Paul (HOD – Education)
- (3) Prof. Tinku Kumar Ghorai (HOD – Bengali)
- (4) Prof. Saroj Mahata
- (5) Prof. Akbar Ali Shah

2.3.11. College Building Sub-Committee

Terms of Reference:

- (1) To propose construction of building projects at different sites of the College;
- (2) To supervise the execution of the building projects;
- (3) To check the progress of the building projects;
- (4) To check that all the necessary papers like engineering drawing, estimate and other relevant papers are in order and are vetted wherever necessary;
- (5) To authenticate billing as to the compliance of technical and non-monetary specifications of any project undertaken under its supervision;
- (6) To supervise regular repair & maintenance of college premises;
- (7) Any other matter incidental or ancillary to issues of different building projects of the College.

Chairman: Dr. Anupam Parua, Principal

Convenor: Dr. Tapan Hazra

Members:

- (1) Sri Jonananjan Mandal – Govt. Nominee in GB
- (2) Sri Barun Ghosh – WBSCHIE Nominee in GB
- (3) Sri Smriti Ranjan Dutta – Govt. Nominee in GB
- (4) Dr. Sourav Pal – Teachers’ Representative to Governing Body
- (5) Prof. Tinku Kumar Ghorai – Teachers’ Representative to Governing Body



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(6) Dr. Pankaj Kumar Paul – Teachers' Representative to Governing Body

2.3.12. Centre Committee (for University Examinations)/Examination Control Cell
Terms of Reference:

To perform all the activities connected with or incidental and ancillary to the conduct and holding of University Examinations (vide Vidyasagar University Circular No. VU/CE/UG/CBCS/1526/2019)

Chairman: Dr. Anupam Parua – Principal

Convenor: Dr. Pankaj Kumar Paul

Members:

- (1) IC of Local Police Station (C. K. Road Police Station) – Ex-officio Member;
- (2) One Registered Medical Practitioner – Vacant (to be nominated by the Principal)
- (3) Prof. Tinku Kumar Ghorai – Nominated by the Principal
- (4) Prof. Chinmoy Mandal – Nominated by the Principal
- (5) Prof. Arpita Chowdhury – Nominated by the Principal
- (6) Sri Kartick Sarkar – Nominated by the Principal
- (7) Sri Biswajit Majhi – Nominated by the Principal

2.3.13. Internal Complaint Committee (Formerly known as Sexual Harassment Cell):

Terms of Reference:

- (1) To keep themselves well-acquainted of the provisions of the relevant Statutes/Acts, Rules, Regulations etc concerning the prevention and protection of women from sexual harassment in their workplace;
- (2) To suggest measures and to take active steps to provide every woman a safe and secure workplace environment irrespective of her age or employment/work status. This protection mechanism is to be considered as the right of all women working whether in the capacity of regular, temporary, adhoc, or daily wages basis, visiting any workplace or a student;
- (3) To aware women at relevant workplace of the meaning and scope of "Sexual Harassment" as given in Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. As per the provision of this Act, 'sexual harassment' includes anyone or more of the following unwelcome acts or behaviour (whether directly or by implication), namely: 1. Physical contact or advances; 2. A demand or request for sexual favours; 3.



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- Making sexually coloured remarks; 4. Showing pornography; 5. Any other unwelcome physical, verbal or non-verbal conduct of a sexual nature;
- (4) To take necessary and urgent steps to redress or dispose of any case of sexual harassment complained of and to report to the appropriate authority in due course following the guidelines provided in the aforementioned Act or in other Acts or Statute concerning such issues;
- (5) Creation of an empathetic attitude so that grievance can be stated in a fearless environment;
- (6) To follow the process as to its non-biased manner of hearing, keeping the confidentiality of the parties, supporting the complainant or respondent as to their right to appeal or to seek other redressal through lodging of FIR and so on;
- (7) Any other matter incidental or ancillary to the issues prevention of sexual harassment at workplace.
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Chairman: Dr. Anupam Parua, Principal

Presiding Officer: Prof. Lakshmi Pramanik

Members:

- (1) Prof. Mitali Singha
- (2) Prof. Rina Mondal
- (3) Prof. Mousumi Biswas
- (4) Prof. Binod Chandra Soren
- (4) Prof. Anjana Mahata as Member from NGO/Association

2.3.14. Grievance Redressal Cell

Terms of Reference:

- (1) To look into the academic matters such as timely issue of Mark-sheets or duplicate copy of it Transfer Certificate, Character certificate, or such other certificates;
- (2) To look into financial matters such as fee structure, payment procedure, not receiving money receipt as and when collection is made and the like;
- (3) To look into matters pertaining to certain misgivings about conditions of sanitation, preparation and quality of food in canteen or hostel, availability of adequate transport and communication facilities, victimisation of by any staff member of the College and the like;



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(4) To encourage the students to express their grievances/ problems freely and frankly without any fear of being victimised with the objective of maintain healthy student-student, student-teacher and student-staff relationships;

Chairman: Dr. Anupam Parua, Principal

Convenor: Dr. Tapan Hazra

Members:

- (1) Prof. Sk. Parvej Hossein
- (2) Prof. Mitali Singha
- (3) Dr. Pankaj Kumar Paul
- (4) Prof. Kalipada Jana
- (5) Prof. Haradhan Kundu

2.3.15. Yoga and Meditation Centre

Prof. Sristidhar Bera (Member)

Prof. Chaitali Bag

Prof. Mousumi Biswas

2.3.16. Career Counselling Cell

Chairman: Dr. Anupam Parua, Principal

Convenor: Dr. Sourav Pal

Members:

- (1) Prof. Rajesh Dey
- (2) Prof. Mitali Singha
- (3) Dr. Suvapriya Chatterjee
- (4) Prof. Lakshmi Pramanik

2.3.17. Cultural Committee

Chairman: Dr. Anupam Parua, Principal

Convenor: Prof. Lakshmi Pramanik

Members:

- (1) Prof. Sk Parvej Hossein
- (2) Prof. Rajesh Dey
- (3) Sri Jnananjan Mondal
- (4) Sri Barun Ghosh
- (5) Prof. Arpita Chowdhury
- (6) Prof. Ajoy Kumar Mondal



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(7) Sri Saroj De

(8) Sri Debanjan Mondal

2.3.18. Students' Scholarship Cell:

Professor-in-Charge: Prof. Chinmoy Mondal

Technical and Office Support: Sri Debanjan Mandal

2.4. Other Important Posts

2.4.1. Bursar – Prof. Binod Ch. Soren

2.4.2. AISHE Nodal Officer – Prof. Tinku Kumar Ghorai

2.4.3. Nodal Officer, Students' Scholarship Section – Prof. Chinmoy Mondal

2.4.4. Nodal Officer, Banglar Uchhasiksha Portal – Prof. Rajesh Dey

2.4.5. Nodal Officer, West Bengal Students' Credit Card – Prof. Rajesh Dey

2.4.6. Help Desk Officer, West Bengal Students' Credit Card – Prof. Sk Parvej Hossein

2.4.7. Nodal Person, VU Examination Form Fill up Portal – Sri Saroj De

2.4.8. SPIO under RTI Act, 2005 – Dr. Sourav Pal

2.4.9. Appellate Authority under RTI Act, 2005 – Dr. Tapan Hazra

2.4.10. Secretary, Teachers Council – Dr. Sourav Pal

2.4.11. NSS Programme Officers – Dr. Sristidhar Bera

3. Teaching Staff of the College (Department – Wise)

3.1. Name and Current Designation of Existing Teachers (as on 30/06/2022)

Name of the Teacher	Current Designation
Dept. of Bengali	
Prof. Tinku Kumar Ghorai	Assistant Professor
Prof. Mitali Singha	Assistant Professor
Prof. Sk Parvej Hossein	Assistant Professor
Prof. Arpita Chowdhury	SACT – II
Dept. of Education	
Dr. Pankaj Kumar Paul	Assistant Professor
Dr. Sristidhar Bera	Assistant Professor
Prof. Rajesh Dey	Assistant Professor
Prof. Kalipada Jana	SACT – II
Prof. Rina Mondal	SACT – II



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Dept. of English	
Dr. Sourav Pal	Assistant Professor
Dr. Suvapriya Chatterjee	Assistant Professor
Prof. Haradhan Kundu	SACT - II
Prof. Chaitali Bag	SACT - II
Prof. Mukulika Mondal	SACT - II
Dept. of History	
Dr. Tapan Hazra	Associate Professor
Prof. Lakshmi Pramanik	Assistant Professor
Dr. Ajoy Kumar Mandal	Assistant Professor
Dr. Akbar Ali Shah	SACT - II
Prof. Saroj Mahata	SACT - II
Prof. Mousumi Biswas	SACT - II
Dept. of Political Science	
Prof. Binod Chandra Soren	Assistant Professor
Prof. Chinmoy Mandal	Assistant Professor
Prof. Biswaranjan Jana	SACT - II
Prof. Shyam Pada Jana	SACT - II
Dept. of Sanskrit	
Prof. Sukdeb Sau	SACT - I
Prof. Anjana Patra	SACT - I

3.2. Name and Designation of Outgoing Teachers in the Current Academic Session

Name of the Teacher	Department	Designation	Date of Leaving
Somnath Haldar	English	SACT - II	30-11-2021

3.3. Name and Designation of Incoming Teachers in the Current Academic Session

None

4. Non-Teaching Staff Members of the College

4.1. Name and Current Designation of Existing Non-Teaching Staff (as on 30/06/2022)



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4.1.1. Full Time Non - Teaching Staff Members

Sri Saroj De - Cashier & Head Clerk (Actg.)
Sri Rintu Samanta - Accountant
Sri Kartik Sarkar - Clerk
Sri Raj Kumar Mondal - Typist
Sri Mrinmoy Bera - Clerk
Sri Debanjan Mandal - Electrician - cum - Caretaker
Sri Prakash Kumar Marik - Guard
Sri Bulbul Bag - Peon
Sri Biswajit Majhi - Peon
Sri Debkumar De - Library Peon
Smt. Mallika Singha Mahapatra - Part - time Sweeper

4.1.2. Part Time Non - Teaching Staff Members

Sr. No.	Name of the Staff	Work Profile
01	Rajib Bhattacharya	Library Assistant
02	Sujan Bhunia	Office Assistant
03	Resav Koley	Guard
04	Swapan Kisku	Night Guard

4.2. Name and Designation of Outgoing NTS in the Current Academic Session
None

4.3. Name and Designation of Incoming NTS in the Current Academic Session
None

5. Brief Description of Library Books

5.1. Description of Existing Library Books: Total number of books - 4668

5.2. Description of Library Books Purchased/Procured during the Current Academic Session - 459

5.3. Description of Library Books Discarded/Disposed off during the Current Academic Session - Nil



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Total expenditure – Nil

LIBRARY BOOKS

Sl.	Subject	No. of Books	No. of Title	Remarks
1.	Bengali	1333	NA	NA
2.	Education	1118	NA	NA
3.	English	812	NA	NA
4.	History	827	NA	NA
5.	Political Sc.	340	NA	NA
6.	Sanskrit	219	NA	NA
7.	Others	18	NA	NA

6. Academic and Other Activities of the Teachers during the Current Academic Session

6.1. Summary of Publications in Journals, Edited Books etc.

Name of the Department	Publication in Journals	Publication in Edited Books
Bengali	01	NIL
Education	NIL	NIL
English	01	01
History	01	01
Political Science	NIL	02
Sanskrit	NIL	02
Total	03	06
Total Publications		09

6.2. Summary of Presentation of Papers in Seminars, workshops etc.

Name of the Department	Presentation of Papers in Seminars, Conferences etc.
Bengali	02
Education	04
English	06
History	01
Political Science	NIL
Sanskrit	01
Total	14



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6.3. Summary of Attendance in Seminars, Workshops etc.

Name of the Department	Attendance in Seminars, Conferences, Workshop etc.
Bengali	14
Education	07
English	29
History	03
Political Science	NIL
Sanskrit	01
Total	54

7. Financial Assistance to the Students (Scholarships)

Total number of beneficiaries under different scholarship schemes by different agencies (State Govt./Central Govt./Others): **1259**

Name of the Scholarship	Scholarship Funded by	Level	Category of Beneficiary	No. of Beneficiary
Swami Vivekananda Merit Cum Means Scholarship (SVMCM - Bikash Bhaban)	Dept. of Higher Education, Govt. of West Bengal	State Level	Fresh:	
			Male	118
			Female	210
			Renewal:	
			Male	40
			Female	84
		Total: Male = 158	Female = 294	
Post Matric Scholarship to SC/ST/OBC Students	Govt. of West Bengal	State Level	Male	172
			Female	339
Talent Support Programme - TSP (Below 50% Marks in last Exam passed)	Govt. of West Bengal	State Level	Male	13
			Female	12
			Total	25
Swami Vivekananda Merit Cum Means Scholarship (SVMCM - WBMDFC) -	Govt. of West Bengal	State Level	Male	36
			Female	21
			Total	57



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Post Matric Scholarship to OBC - A (WBMFDC)	Govt. of West Bengal		Male	57	
		State Level	Female	57	
			Total	114	
S. R. Jindal Scholarship Scheme	Non-Government	National	Male	03	
			Female	08	
			Total	11	
Chief Minister Relief Fund (Nabanna Scholarship)	Govt. of West Bengal	State Level	Male	06	
			Female	11	
			Total	17	
National Scholarship Portal (NSP)			Male	25	
			Female	47	
			Total	72	
Total Beneficiary (Male - 470, Female - 789)					1259

8. Participation in Cultural and Sports Activities

8.1. Cultural Events / Competition (For Running Students)

Could not be held for this academic year due to ongoing Pandemic COVID 19 and resultant restrictions imposed by different concerned authorities from time to time.

8.2. Cultural Events / Competition (For Alumni)

Could not be held for this academic year due to ongoing Pandemic COVID 19 and resultant restrictions imposed by different concerned authorities from time to time.

8.3. Games & Sports

Could not be held for this academic year due to ongoing Pandemic COVID 19 and resultant restrictions imposed by different concerned authorities from time to time.

9. Different Programmes Undertaken during the Year

Sr. No.	Date	Name of the Programme	Conducting Agency (All Programmes are under the Supervision of Internal Quality Assurance Cell, Gourav Guin Memorial College)



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01	06/07/2021 07/07/2021 08/07/2021	Three Day Webinar	NSS Units, Gourav Guin Memorial College in Collaboration with Dept. of Education, Gourav Guin Memorial College, IQAC, Rishi Aurobindo Institute of Teachers, Training, IQAC, Shyampur Siddheswari Mahavidyalaya and Kultikri Teachers Training Institute of Higher Studies
02	16/11/2021	Vaccination of College Students - Phase I	NSS Units, Gourav Guin Memorial College in Collaboration with Dept. of Health & Family Welfare, Govt. of West Bengal
03	20/11/2021	Blood Donation Camp	NSS & Students' Organisation, Gourav Guin Memorial College
04	20/12/2021	West Bengal Students' Credit Card Awareness Programme - Phase I	West Bengal Students' Credit Card College (GGMC) Nodal Officer and College (GGMC) Help Desk Officer
05	27/12/2021 28/12/2021	Vaccination of College Students - Phase II	NSS Units, Gourav Guin Memorial College in Collaboration with Dept. of Health & Family Welfare, Govt. of West Bengal
06	27/12/2021	West Bengal Students' Credit Card Awareness Programme - Phase I	West Bengal Students' Credit Card College (GGMC) Nodal Officer and College (GGMC) Help Desk Officer
07	01/01/2022 to 07/01/2022	Observance of Students' Week	IQAC, Gourav Guin Memorial College in Collaboration with Academic Departments, Gourav Guin Memorial College
08	26/01/2022	Inauguration of Job	Dept. of Micro, Small and



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		Focussed Personal Development Programme	Medium Enterprise, Govt. of West Bengal under the Supervision of Minister of State, MSME
09	11/02/2022	AIDS Awareness Programme	NSS Units, Gourav Guin Memorial College in Collaboration with IQAC, Gourav Guin Memorial College
10	21/02/2022	Observance of International Mother's Language Day	Dept. of Bengali, Gourav Guin Memorial College
11	24/02/2022	Health Awareness Programme and Cultural Programme in relation to Health Awareness	Dept. of Health & Family Welfare, Govt. of West Bengal with performance from Ms. Indrani Mahata, Eminent Folk Artist
12	26/03/2023	Celebration of Vasant Utsav	NSS Units, Gourav Guin Memorial College in Association with Students' Organisation, Gourav Guin Memorial College
13	14/04/2022	Celebration of Birth Anniversary of Dr. B. R. Ambedkar	NSS Units, Gourav Guin Memorial College in Association with Block Development Office, Garhbeta - III Administrative Block, Paschim Medinipur
14	28/04/2022	Awareness Programme on Tobacco Control	NSS Units, Gourav Guin Memorial College in Association with District Tobacco Control Cell (Paschim Medinipur), Dept. of Health & Family Welfare, Govt. of West Bengal
15	05/06/2022	Observance of World Environment Day and holding of Webinar on 'Only One Earth'	NSS Units, Gourav Guin Memorial College in Collaboration with IQAC, Gourav Guin Memorial College



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16	18/16/2022	Nabin Baron	Students' Organisation, Gourav Guin Memorial College
17	21/06/2022	Observance of World Yoga Day and Performance of Yoga by students and staff members	Yoga Cell, Gourav Guin Memorial College in Collaboration with IQAC, Gourav Guin Memorial College

10. Institute at a Glance

10.1. Students Strength (Hons. And General Courses – 1st Semester Registration)

Dept.	2021-22	2020-21	2019-20
	Registered	Registered	Registered
Bengali (H)	56	48	57
Education (H)	37	48	36
English (H)	44	39	48
History (H)	47	39	44
Pol. Sc. (H)	09	03	08
B. A. (Gen.)	758	556	614
Total	951	733	807

10.2. Faculty Strength

Department	2021 - 22				2020 - 21				2019 - 20			
	Sanctioned		Existing		Sanctioned		Existing		Sanctioned		Existing	
	F	S	F	S	F	S	F	S	F	P	F	P
Bengali (H & G)	03	01	03	01	03	02	03	02	03	02	03	02
Education (H & G)	03	02	03	02	03	02	03	02	03	02	03	02
English (H & G)	02	03	02	03	02	04	02	04	02	04	02	04
History (H & G)	02	04	02	04	02	04	02	04	02	04	02	04
Pol. Sc. (H & G)	02	02	02	02	02	02	02	02	02	02	02	02
Sanskrit (G)	00	02	00	02	00	02	00	02	00	02	00	02
Total	12	14	12	14	12	16	12	16	12	16	12	16



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10.3. RESULT OF UNIVERSITY EXAMINATION

Programme Specialization	Number of Students Appeared in the Final Semester / Year Examinations	Number of Students Passed in the Final Semester / Year Examinations	Pass Percentage
Bengali (Hons)	40	40	100%
Education (Hons)	28	28	100%
English (Hons)	32	32	100%
History (Hons)	31	31	100%
Pol. Science (Hons)	04	04	100%
B. A. (Gen.)	333	332	99.69%
	468	467	99.78%

10.4. Basic Financials (Unaudited)

A. Receipts (Major Heads)

Heads of Accounts	Amount (Rs.)
Grants from Govt. of WB (PPS)	2,26,20,443
Tuition Fees	15,54,431
Fees other than Tuition Fees	30,98,415
Collection of Fees Payable to VU	12,25,623
Bank Interest and other Receipts	1,28,977
Receipts from University	89,349

B. Payment (Major Heads)

Heads of Accounts	Amount (Rs.)
Pay & Allowance to Staff	2,26,20,443
Deposit of 50% of Tuition Fees to Govt. of WB	6,69,580
Payments to VU for Registration, Examinations etc.	12,29,833
Payments to Casual Staff	2,17,000
Addition to Buildings	33,12,569
Purchase of Books & Equipment	2,07,723
Repair & Maintenance	2,49,854



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Misc. Exp	8,46,492
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11. Regulatory Disclosure & Compliances

11.1. Compliance under RTI, 2005

Application Received under RTI during the Academic Session: 01

Application Disposed of during the Academic Session: 01

11.2. Pending disclosure under Different Authorities: Nil

11.3. Grievances Received & Redressed during the Academic Session: Nil

s/d Dr. Anupam Parua
Principal & Secretary
Gourav Guin Memorial College
Chandrakona Road, Satbankura
Paschim Medinipur
West Bengal, India
PIN: 721253