

Metric 6.3.1- The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development progression

The institution follows a definite appraisal regarding performance of teachers. The teaching staff maintains an appraisal diary on a regular basis which is duly monitored by the HOI. Feedback forms are also filled up by the outgoing students to appraise the faculty members regarding their responsibilities especially in delivering the curriculum and the mode of evaluation. In the process of promotion of teachers, a career advancement scheme programme is undergone by the teachers and which is mandatory for promotion regarding designation. All staff of the college undergoes various career development programmes.



Self Appraisal Diary

30/7

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
Mon 20/10/22				P.D.
Tue 21/10/22	4	1	Classroom Approved P.C. Meeting from 12-3pm	10.25-5.10
Wed 22/10/22	6	6		9.46-3.40
Thu 23/10/22	5	5		10.26-4.25
Fri 24/10/22	4	2	High school students absent	10.13-3.20
Sat 25/10/22			Holiday for Gauri Navratri Birthday	

WEEKLY REPORT

- Number of days the college open during the week less the no. of authorised absence (leave or other approved duties)
(A) =
- Number of days the teacher attended the college during the week
(B) =
- Number of classes allotted to the teacher during the week less the no. of classes lost due to other approved duties or authorised leave
(C) =
- Number of allotted classes taken by the teacher during the week
(D) =

Any other comment:

Kuldeep Kaur
Signature of the Teacher

Authenticated:

Kuldeep Kaur
Signature of the Teacher

09 MAR 2023

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
Mon 20/10/22				P.D.
Tue 21/10/22	4	4+1	(one 30 min extra class taken)	11.08-4.45
Wed 22/10/22	6	6+1	30 min extra class	9.34-3.55
Thu 23/10/22				D.L.
Fri 24/10/22	4	4+1	1 hour 15 min taken	Confidential work on 10.50-4.18
Sat 25/10/22				D.L. (C.C.U.)

WEEKLY REPORT

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(C) =
- Number of allotted classes taken by the teacher during the week
(D) =

Any other comment:

Kuldeep Kaur
Signature of the Teacher

Authenticated:

Kuldeep Kaur
Signature of the Teacher

09 MAR 2023

Day & Date	Classes Attended	Classes Taken	Other Activities	Remarks
Mon 6-8				P.D.
Tue 7-8	0	0		11:00-4:02
Wed 8-8	1	1	Part 3 Unit 3 workshop 2 to 5 pm	11:42-5:22
Thurs 9-8	1	1		11:21-4:28
Fri 10-8	2	2		10:18-3:55
Sat 11-8	1	1		10:27-2:30

WEEKLY REPORT

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3. Number of classes allotted to the teacher during the week less the no. of classes lost due to other approved duties or authorised leave (C) =
4. Number of allotted classes ~~taught~~ by the teacher during the week (D) =

Any other comment :

Kuldeep Karna
Signature of the Teacher



Authenticated

Estuaries and Coasts (2015) 38:1025–1035

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
Mon 13.8				P.D.
Tue 14.8	3	3		10.45-3.55
Wed 15.8			Holiday Independent Day	11.22-4.50
Thurs 16.8	4	4		
Fri 17.8	2	2	Class off from 1.45 to 2.45	10.52-2.10 to 2.45
Sat 18.8	1	1		10.30-1.15

WEEKLY REPORT

- WEEKLY REPORT**
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 3. Number of classes allotted to the teacher during the week less the no. of classes lost due to other approved duties or authorised leave (C) =
 4. Number of allotted classes taken by the teacher during the week (D) =

Any other comments:

Signature of the Doctor



Authenticated

Signature of the Principal

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
Mon 15.2.24				P.D.
Tue 16.2.24	2	2	Dependent work	11.39 - 5.30
Wed 17.2.24	D.L. Examiners meeting c.v. CC 4 meeting			
Thu 18.2.24	2	2+1	Dependent work (Lecturer)	11.30 - 4.46
Fri 19.2.24	1	1		11.42 - 5.05
Sat 20.2.24	0	0	Dependent work (Lecturer)	10.22 - 2.30

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(C) =
- Number of allotted classes taken by the teacher during the week
(D) =

Any other comment:

Kuldeep Kaur
Signature of the Teacher



Authenticated

Kuldeep Kaur
Principal

Signature of the Principal

09 MAR 2023

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
Mon 22.2.24				P.D.
Tue 23.2.24	2	2	Dependent work (Lecturer) and in job attended P.T. Meeting	11.39 - 5.15
Wed 24.2.24	2	2		11.39 - 4.46
Thu 25.2.24	2	2	Dependent work	11.39 - 4.47
Fri 26.2.24	2	2		11.39 - 4.52
Sat 27.2.24	1	1		10.08 - 2.05

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(C) =
- Number of allotted classes taken by the teacher during the week
(D) =

Any other comment:

Kuldeep Kaur
Signature of the Teacher



Authenticated

Kuldeep Kaur
Principal

Signature of the Principal
Sobita Menon Gita College

09 MAR 2023

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
Mon 7-2-23			P-D	
Tue 8-2-23	1	1		10.57-4.00
Wed 9-2-23	2	2		10.54-3.55
Thu 10-2-23	4	4		10.43-3.50
Fri 11-2-23	1	1		11.20-4.30
Sat 12-2-23	0	0		10.27-2.06

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- Number of allotted classes taken by the teacher during the week (D) =

Any other comment :

Kuldeep Kumar
Signature of the Teacher



Authorized
Signature of the Principal
Dabhi Memorial Girls' College

09 MAR 2023

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
Mon 10-2-23				P-D
Tue 11-2-23	0	0	Dependent work classes suspended for Teacher's Day	11.07-4.20
Wed 12-2-23			Applied for C.L.	
Thu 13-2-23	3	2	Tutech work 11.08-4.08 P.D. 1.00-1.00 Classes suspended for Teacher's Day	10.42-1.50
Fri 14-2-23	2	2	Longest submission Sheet of 1GE to HSE (Study)	10.30-3.30
Sat 15-2-23			Sports Day	at Huda Park

WEEKLY REPORT

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- Number of allotted classes taken by the teacher during the week (D) =

Any other comment :

Kuldeep Kumar
Signature of the Teacher



Authorized
Signature of the Principal
Dabhi Memorial Girls' College

09 MAR 2023

March 2022

March 2022

April 2022

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
Mon 21-3-22				P.D.
Tue 22-3-22	1	2-H/NA - 2nd Period	Departments Special Lecture	
Wed 23-3-22	3	4-H/NA - 2nd Period 4-GF - 5th Period 4-H/NA - 6th Period	Cultural work	
Thu 24-3-22	4 = 4H	4-H/NA - 2nd Period 4-GF - 5th Period 4-H/NA - 6th Period	Cultural work	
Fri 25-3-22	3 = 3H	4-H/NA - 2nd Period 4-GF - 5th Period 4-H/NA - 6th Period	Cultural work	
Sat 26-3-22	1	4-H/NA - 2nd Period	Cultural work	

WEEKLY REPORT

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- Number of allotted classes taken by the teacher during the week (D) =

Any other comment:

Kuldeep Kaur
Signature of the Teacher

Authorized:

 Synodical Head
 Catholic Missionary School College

09 MAR 2022

WEEKLY REPORT

- Number of days the college open during the week less the no. of authorized absence (leave or other approved duties) (A) =
- Number of days the teacher attended the college during the week (B) =
- Number of classes allotted to the teacher during the week less the no. of classes lost due to other approved duties or authorized leave (C) =
- Number of allotted classes taken by the teacher during the week (D) =

Any other comment:

Kuldeep Kaur
Signature of the Teacher

Authorized:

 Synodical Head
 Catholic Missionary School College

09 MAR 2022

September '17

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
1 st Mon	1PLSA-1 2PLSA-1 1PLSG-1 3PLSA-1	04		
2 nd Tue	1PLSA-1 3PLSA-1	02		Teacher's day
3 rd Wed				P. day.
4 th Thu	2PLSA-2 3PLSA-3	05		meeting of Anti-ragging Committee
5 th Fri	1PLSG-1 3PLSA-1 3PLSA-1	2PLSA-2 05		
6 th Sat	1PLSA-1 3PLSA-1 2PLSG-1	03		

WEEKLY REPORT

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3. Number of classes allotted to the teacher during the week less the no. of classes lost due to other approved duties or authorised leave
(C) =
4. Number of allotted classes taken by the teacher during the week
(D) =

Any other comment:

Chandrima Ghosh
Signature of the Teacher

09 MAR 2023

Authenticated
Chandrima Ghosh
Signature of the Principal
Balakrishna Memorial Girls' College

September '17

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
1 st Mon	1PLSA-1 2PLSA-1 1PLSG-1	3PLSA-1 -04		
2 nd Tue	1PLSA-1 2PLSA-1 3PLSA-2	04		
3 rd Wed				P. day.
4 th Thu	3PLSA-3 2PLSA-2	05		
5 th Fri	1PLSG-1 3PLSG-1 2PLSA-2	3PLSA-1 05		
6 th Sat	1PLSA-1	01		Classes were suspended on 2 workshops

WEEKLY REPORT

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3. Number of classes allotted to the teacher during the week less the no. of classes lost due to other approved duties or authorised leave
(C) =
4. Number of allotted classes taken by the teacher during the week
(D) =

Any other comment:

Chandrima Ghosh
Signature of the Teacher

09 MAR 2023

Authenticated
Chandrima Ghosh
Signature of the Principal
Balakrishna Memorial Girls' College

Nov '18

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
Mon	—	—		Internal exam sci CC2
Tue				Internal exam sci
Wed				Holiday
Thu	3 PLSA-02 2 PLSA-01	03		
Fri				Holiday
Sat	1 PLSA-01 3 PLSA-01	02		

WEEKLY REPORT

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- Number of classes allotted to the teacher during the week less the no. of classes lost due to other approved duties or authorised leave (C) =
- Number of allotted classes taken by the teacher during the week (D) =

Any other comment:

Chandrima Ghosh
Signature of the Teacher



Authenticated:

Chandrima Ghosh
Signature of the Principal

Gethse Memorial Girls' College

6 MAR 2023

Nov '18

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
Mon	2 PLSA-01	9:45 10:45		
Tue	Tutorial exam 11:00 - 11:00	1st yr 1st Sem.		
Wed				P. day.
Thu	2 PLSA-01			
Fri	3 PLSA-01			
Sat	Tutorial 1st Sem.	1st yr		

WEEKLY REPORT

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- Number of allotted classes taken by the teacher during the week (D) =

Any other comment:

Chandrima Ghosh
Signature of the Teacher



Authenticated:

Chandrima Ghosh
Signature of the Principal

Gethse Memorial Girls' College

9 MAR 2023

Aug'19

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
1st Mon	1PLSA-02 3PLSA-01 53PLSA-01	04		
2nd Tue	53PLSA 3PLSA 8	02 01		
3rd Wed				P-day
4th Thu	3PLSA 53PLSA 51PLSA	01 01 01	03	
5th Fri	53PLSA 51PLSA 53PLSA	03	03	
6th Sat	3PLSA-02	02		

WEEKLY REPORT

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3. Number of classes allotted to the teacher during the week less the no. of classes lost due to other approved duties or authorised leave (C) =
4. Number of allotted classes taken by the teacher during the week (D) =

Any other comment:

Chandrima Ghosh
Signature of the Teacher

09 MAR 2023

Authenticated
Signature of the Principal
Principal

Principal

Sept'19

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
1st Mon	B.A. Part I exam	10:00 - 1:00 ↑ 3 hrs		Classes suspended
2nd Tue		9 migration		
3rd Wed				P-day
4th Thu				Teacher's day
5th Fri	B.A. Part-I exam	9 migration 10:00 - 1:00 - 3 hrs		
6th Sat	3PLSA-02	02		

WEEKLY REPORT

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3. Number of classes allotted to the teacher during the week less the no. of classes lost due to other approved duties or authorised leave (C) =
4. Number of allotted classes taken by the teacher during the week (D) =

Any other comment:

Chandrima Ghosh
Signature of the Teacher

09 MAR 2023

Authenticated
Signature of the Principal
Principal
Gokul Narayan Ghosh College

Jan '21

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
11 th Mon	SS-01 SI-01 S19a-01	03		
12 th Tue				Holi day.
13 th Wed				P. day
14 th Thu	SS-02 SI-01 S36a-01	04		
15 th Fri	SS-01 SI-01 S1-01 S36a-01	04		
16 th Sat	SS-02 SI-01	03		

WEEKLY REPORT

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- Number of classes allotted to the teacher during the week less the no. of classes lost due to other approved duties or authorised leave (C) =
- Number of allotted classes taken by the teacher during the week (D) =

Any other comment :

Chandrina Ghosh
Signature of the Teacher



Authenticated

Chandrina Ghosh
Signature of the Principal

Jan '21

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
11 th Mon	SS-01 SI-01 S19a-01	03		
12 th Tue	SS-01 SI-01	02		
13 th Wed				P. day
14 th Thu	SS-01+H SI-01 S36a-01	04		
15 th Fri	SS-01 SI-01 S1-01 S36a-01	04		
16 th Sat	SS-02 SI-01	03		Holiday

WEEKLY REPORT

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- Number of allotted classes taken by the teacher during the week (D) =

Any other comment :

Chandrina Ghosh
Signature of the Teacher



Authenticated

Chandrina Ghosh
Principal
Signature of the Principal

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
17/7/18 Mon	P-Day	-	-	
18/7/18 Tue	3h	3h		
19/7/18 Wed	3h	3h		
20/7/18 Thu	2h + 2h	2h + 2h	NSS can meet with Principal at 2:30p	
21/7/18 Fri	3h	3h	NSS can meet	
22/7/18 Sat	3h	3h		

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(B) =

Number of classes allotted to the teacher during the week less the no. of classes lost due to other approved duties or authorised leave
(C) =

Number of allotted classes taken by the teacher during the week
(D) =

Any other comment:

Sr. Mahesh
Signature of the Teacher



Authenticated
Signature
of the Principal
Gokhale Memorial College, Dhule

05 MAR 2023

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
17/7/18 Mon	P-Day			
18/7/18 Tue	3h	3h	mtg. held in P.T.C meeting at 2:30p	
19/7/18 Wed	3h	3h		
20/7/18 Thu	CL	-	Applied for	
21/7/18 Fri	Mahara	(Holiding)		
22/7/18 Sat	3h	3h		

WEEKLY REPORT

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(C) =

4. Number of allotted classes taken by the teacher during the week
(D) =

Any other comment:

Sr. Mahesh
Signature of the Teacher



05 MAR 2023

Authenticated
Signature
of the Principal
Gokhale Memorial College, Dhule

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
29/03/19 Mon	P. Day			
30/03/19 Tue	1 st + 2 nd	1 st + 2 nd		
31/03/19 Wed	3 rd	3 rd		
01/04/19 Thu	3 rd + 1 st	3 rd + 1 st + 1 st (only)	N.S.S. related work for 4:00 pm to 9:00 pm (only)	
02/04/19 Fri	1 st + 2 nd	1 st + 2 nd	Purchase Q. work 12:00 to 1:00 pm T.B.A.C. Q. work 1:00 pm to 2:00 pm	
03/04/19 Sat	2 nd	2 nd		

WEEKLY REPORT

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- Number of allotted classes taken by the teacher during the week (D) =

Any other comment:

Signature of the Teacher

09 MAR 2019



Authenticated
Signature of the Principal
Gonda Memorial Girls' College

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
01/04/19 Mon	P. Day			
02/04/19 Tue	C.L. applied for			
03/04/19 Wed	4 th	4 th		
04/04/19 Thu	3 rd	3 rd	work to defend show for official work (Chs)	
05/04/19 Fri	C.L. applied for			
06/04/19 Sat	2 nd	2 nd		

WEEKLY REPORT

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- Number of classes allotted to the teacher during the week less the no. of classes lost due to other approved duties or authorised leave (C) =
- Number of allotted classes taken by the teacher during the week (D) =

Any other comment:

Signature of the Teacher

09 MAR 2019



Authenticated
Signature of the Principal
Gonda Memorial Girls' College

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
8/1/18 Mon	1 3A	1 3A	Invitation Party for 10.11.17-12.17	
9/1/18 Tue	0	0	Invitation Party for 10.11.17-12.17	
10/1/18 Wed	2 1A, 1A	2	Dept work	
11/1/18 Thu			P.D.	
12/1/18 Fri	Shruti Vigneshwari Birthday.			
13/1/18 Sat	4	3 2A, 1A, 1A		

WEEKLY REPORT

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- Number of allotted classes taken by the teacher during the week (D) =

Any other comment:

Rajkumar Barua
Principal
5 MAR 2023



Authorised
Chandra
Principal
5 MAR 2023

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
15/1/18 Mon	4	5 3A, 1A, 1A 5A, 1A		
16/1/18 Tue	3	3 3A, 1A 2A		
17/1/18 Wed	5	5 2A, 1A 1A, 1A		11 classes not taken due to teacher's absence programme.
18/1/18 Thu				P.D.
19/1/18 Fri	5	6 3A, 2A 1A, 2A		
20/1/18 Sat	0	0	Annual Sports	

WEEKLY REPORT

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- Number of allotted classes taken by the teacher during the week (D) =

Any other comment:

Rajkumar Barua
Principal
5 MAR 2023



Authorised
Chandra
Principal
5 MAR 2023

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
4/2/19 Mon	0	0		Left for hospital duty
5/2/19 Tue	0	0		Left for hospital duty
6/2/19 Wed	1	1		Left for hospital duty
7/2/19 Thu	P.D.			P.D.
8/2/19 Fri	1	0		Left for hospital duty
9/2/19 Sat	1	0		Left for hospital duty

WEEKLY REPORT

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- Number of allotted classes taken by the teacher during the week (D) =

Any other comment:

Raj Kumar Banna
Signature of the Teacher



Authorized
Signature
Principal
Signature of the Principal

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
4/2/19 Mon				Left for hospital duty
5/2/19 Tue	3	2		Field verification & health duty
6/2/19 Wed	3	2		Left for hospital duty
7/2/19 Thu	0	0		Left for hospital duty
8/2/19 Fri				Left for hospital duty
9/2/19 Sat				Left for hospital duty

WEEKLY REPORT

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- Number of allotted classes taken by the teacher during the week (D) =

Any other comment:

Raj Kumar Banna
Signature of the Teacher



Authorized
Signature
Principal
Signature of the Principal

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
15/03/23 Mon	1	0	(Verification of 1A sheet)	
Tue	C.L.			
Wed	2	2 S.A. S.A.		
Thu	P.D.			
Fri	4	4 1A, 1A. S.A. S.A.		
16/03/23 Sat	2	2 1A, 1A	Library work apt. work	

WEEKLY REPORT

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- Number of classes allotted to the teacher during the week less the no. of classes lost due to other approved duties or authorised leave
(C) =
- Number of allotted classes taken by the teacher during the week
(D) =

Any other comment:

Raj Kumar Barman
Signature of the Teacher

09 MAR 2023

Authenticated
Signature of the Head
of the Institution
(Signature of the Head of the Institution)

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
15/03/23 Mon	0	3 S.A. S.A. S.A.		
Tue	2	2	T. C. Meeting attended	
Wed	2	2 S.A. S.A.	apt. work	
Thu	P.D.			
Fri	4	3 1A, 1A. S.A.	(Work at Bhubaneswar College) for submission of answer script	
16/03/23 Sat	2	2 S.A. S.A.		

WEEKLY REPORT

- Number of days the college open during the week less the no. of authorised absence (leave or other approved duties)
(A) =
- Number of days the teacher attended the college during the week
(B) =
- Number of classes allotted to the teacher during the week less the no. of classes lost due to other approved duties or authorised leave
(C) =
- Number of allotted classes taken by the teacher during the week
(D) =

Any other comment:

Raj Kumar Barman
Signature of the Teacher

09 MAR 2023

Authenticated
Signature of the Head
of the Institution
(Signature of the Head of the Institution)

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
21/3/22 Mon	4/3	SCA, SCA GC-4 SCCE not found		
22/3/22 Tue	3/3	SCA-4 SCA, SCA not taken due to T.C meeting		
23/3/22 Wed	3/3	SCA, SCA, SCA		
24/3/22 Thu	P.D			
25/3/22 Fri	3/2	SCA, GC-4 SCCE not found		
26/3/22 Sat	4/3	SCA, GC-2, GC-2 SCA not found		

WEEKLY REPORT

- Number of days the college open during the week less the no. of authorised absence (leave or other approved duties)
(A) =
- Number of days the teacher attended the college during the week
(B) =
- Number of classes allotted to the teacher during the week less the no. of classes lost due to other approved duties or authorised leave
(C) =
- Number of allotted classes taken by the teacher during the week
(D) =

Any other comment:

Raj Kumar Barmar
Signature of the Teacher

09 MAR 2022



Authenticated,

Chandika
Signature of the Principal

Principal, Government Girls' College

Day & Date	Classes Allotted	Classes Taken	Other Activities	Remarks
21/3/22 Mon	4/0			Students not found due to Break
22/3/22 Tue				Annual Day celebration at St. Mary's
23/3/22 Wed				Birthday of Sri Dadi Charni Thakur
24/3/22 Thu	P.D			
25/3/22 Fri	3/3	SCA, GC-4 SCCE-2		
26/3/22 Sat	3/2	GC-2 (2) SCA not found		

WEEKLY REPORT

- Number of days the college open during the week less the no. of authorised absence (leave or other approved duties)
(A) =
- Number of days the teacher attended the college during the week
(B) =
- Number of classes allotted to the teacher during the week less the no. of classes lost due to other approved duties or authorised leave
(C) =
- Number of allotted classes taken by the teacher during the week
(D) =

Any other comment:

Raj Kumar Barmar
Signature of the Teacher

09 MAR 2022



Authenticated,

Chandika
Signature of the Principal

Principal, Government Girls' College



Maternity Leave

MINUTE BOOK

Gokhale Memorial Girls' College



Resolution by Circulation

02.09.2021

Agendum : Post-facto approval of 90 days of Maternity Leave from 12.07.2021 to 09.10.2021 to Smt. Deblina Dasgupta, Laboratory Attendant of Psychology department (Casual).

The Governing Body gave post-facto approval to 90 days of Maternity Leave from 12.07.2021 to 09.10.2021 to Smt. Deblina Dasgupta, Laboratory Attendant of Psychology department (Casual).

S.No.	Members of the G.B.	Designation	Approved	Signature
1.	DR. SUBIR BHATTACHARYA	PRESIDENT, G.B.	Yes	[Signature]
2.	PROF. SULO SARKAR	GOVT. NOMINEE, G.B.	Yes	[Signature]
3.	DR. LAPITA SARKAR	GOVT. NOMINEE, G.B.	Yes	[Signature]
4.	DR. INDIRA GUHA	NOMINEE OF W.B.S.C.H.E., G.B.	Yes	[Signature]
5.	DR. RUMA BHATTACHARYA	C.U. NOMINEE, G.B.	✓	[Signature]
6.	DR. MAITREYEE BHATTACHARYA	C.U. NOMINEE, G.B.	✓	[Signature]
7.	DR. ATASHI KAPHA	PRINCIPAL AND SECRETARY, G.B.	Yes	[Signature]
8.	DR. MAUSUMI MUKHERJEE	T.S. REPRESENTATIVE	Yes	[Signature]
9.	DR. IVY DE	T.S. REPRESENTATIVE	Yes	[Signature]
10.	DR. SARTIYAK ROY CHOWDHURY	T.S. REPRESENTATIVE	Yes	[Signature]

Authenticated

Principal

Gokhale Memorial Girls' College

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MINUTE BOOK

Gokhale Memorial Girls' College

Resolution by Circulation



26.11.2021

Agendum : Post-facto approval of 180 days of Maternity Leave from 29.06.2021 to 25.12.2021 to Smt. Nida Quam, SACT (Category-II), Department of Psychology as per West Bengal G.O. No. 819-Edn(CS)/LM/SACT/2021 dated 12.08.2021.

The Governing Body gave post-facto approval to 180 days of Maternity Leave from 29.06.2021 to 25.12.2021 to Smt. Nida Quam, SACT (Category-II), Department of Psychology as per West Bengal G.O. No. 819-Edn(CS)/LM/SACT/2021 dated 12.08.2021.

Sl. No.	Members of the G.B.	Designation	Approved	Signature
1.	DR. SUBIR BHATTACHARYA	PRESIDENT, G.B.	Yes	<i>[Signature]</i>
2.	PROF. SOULI SARKAR	GOVT. NOMINEE, G.B.	Yes	<i>[Signature]</i>
3.	DR. LAPITA SARKAR	GOVT. NOMINEE, G.B.	Yes	<i>[Signature]</i>
4.	DR. INDRILA GUHA	NOMINEE OF W.B.S.C.H.E., G.B.	Yes	<i>[Signature]</i>
5.	DR. RUMA BHATTACHARYA	C.U. NOMINEE, G.B.		
6.	DR. MAITREYEE BHATTACHARYA	C.U. NOMINEE, G.B.		<i>[Signature]</i>
7.	DR. ATASHI KARPHA	PRINCIPAL AND SECRETARY, G.B.	Yes	<i>[Signature]</i>
9.	DR. MAUSUMI MUKHERJEE	T.S. REPRESENTATIVE	Yes	<i>[Signature]</i>
9.	DR. IVY DE	T.S. REPRESENTATIVE	Yes	<i>[Signature]</i>
10.	DR. SARTHAK ROY CHOWDHURY	T.S. REPRESENTATIVE	Yes	<i>[Signature]</i>

Authenticated.

Principal
Gokhale Memorial Girls' College

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Child Care Leave

Gokhale Memorial Girls' College

Resolution by Circulation



11.04.2022

Agendum: To sanction the Child Care Leave of the Teaching Staff:

Sl.No.	Name & Department	D.O.B. of the Child	No. of Days	From	To	Remark
(i)	Kamini Dasgupta, Geography	28.11.2005	20	25.04.2022	14.05.2022	In hand excluding the current 20 days = 695

The Governing Body gave approval to the Child Care Leave of the Teaching Staff:

Sl.No.	Name & Department	D.O.B. of the Child	No. of Days	From	To	Remark
(i)	Kamini Dasgupta, Geography	28.11.2005	20	25.04.2022	14.05.2022	In hand excluding the current 20 days = 695

Sl.No.	Members of the G.B.	Designation	Approval	Signature
1.	DR. SUBIR BHATTACHARYA	PRESIDENT, G.B.	Yes	<i>[Signature]</i>
2.	PROF. SUDI SARKAR	GOVT. NOMINEE, G.B.	Yes	<i>[Signature]</i>
3.	DR. LAPITA SARKAR	GOVT. NOMINEE, G.B.	Yes	<i>Lapita Sarkar</i>
4.	DR. INDIRA GUHA	NOMINEE OF W.B.S.C.H.E., G.B.	Yes	<i>[Signature]</i>
5.	DR. RUMA BHATTACHARYA	C.U. NOMINEE, G.B.	✓	<i>[Signature]</i>
6.	DR. MAITREYEE BHATTACHARYA	C.U. NOMINEE, G.B.	✓	<i>[Signature]</i>
7.	DR. ATASHI KAPHA	PRINCIPAL AND SECRETARY, G.B.	Yes	<i>[Signature]</i>
9.	DR. MAUSUMI MUKHERJEE	T.S. REPRESENTATIVE	Yes	<i>[Signature]</i>
9.	DR. IVY DE	T.S. REPRESENTATIVE	Yes	<i>[Signature]</i>
10.	DR. SARTHAK ROY CHOWDHURY	T.S. REPRESENTATIVE	Yes	<i>[Signature]</i>
11.	SRI. PRADIP KUMAR MONDAL	N.T.S. REPRESENTATIVE	Yes	<i>[Signature]</i>



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Authenticated.

[Signature]
 Principal

Gokhale Memorial Girls' College

MINUTE BOOK

8

Gokhale Memorial Girls' College



Resolution by Circulation

07.04.2022

Agendum: Post-facto sanction of the Child Care Leave of the Teaching Staff.

Sl.No.	Name & Department	D.O.B. of the Child	No. of Days	From	To	Remark
(0)	Dr. Rohini Panda Mukherjee, Hindi	07.11.2005	26	25.04.2022	20.05.2022	In hand excluding the current 26 days =572

The Governing Body gave Post-facto approval to the Child Care Leave of the Teaching Staff:

Sl.No.	Name & Department	D.O.B. of the Child	No. of Days	From	To	Remark
(0)	Dr. Rohini Panda Mukherjee, Hindi	07.11.2005	26	25.04.2022	20.05.2022	In hand excluding the current 26 days =572

Sl.No.	Members of the G.B.	Designation	Approved	Signature
1.	DR. SUBHES BHATTACHARYYA	PRESIDENT, G.B.	Yes	[Signature]
2.	PROF. SUREJ SARKAR	GOVT. NOMINEE, G.B.	Yes	[Signature]
3.	MR. LAPTA SARKAR	GOVT. NOMINEE, G.B.	Yes	[Signature]
4.	DR. INDIRA GUHA	NOMINEE OF W.B.S.C.H.E., G.B.	Yes	[Signature]
5.	DR. RUMA BHATTACHARYYA	C.U. NOMINEE, G.B.	✓	[Signature]
6.	DR. MAITREYEE BHATTACHARYYA	C.U. NOMINEE, G.B.	✓	[Signature]
7.	DR. ATASHI KARPHIA	PRINCIPAL AND SECRETARY, G.B.	Yes	[Signature]
8.	DR. MAUSUMI MUKHERJEE	T.S. REPRESENTATIVE	Yes	[Signature]
9.	DR. IVY DE	T.S. REPRESENTATIVE	Yes	[Signature]
10.	DR. SARTHAK BOY CHOWDHURY	T.S. REPRESENTATIVE	Yes	[Signature]
11.	SRI. PRADIP KUMAR MONDAL	N.T.S. REPRESENTATIVE	Yes	[Signature]

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[Signature]
 Principal

Gokhale Memorial Girls' College

MINUTE BOOK

Gokhale Memorial Girls' College

Resolution by Circulation



16.12.2021

Agenda: Post-facto sanction of the Child Care Leave of the Teaching Staff.

S.No.	Name & Department	D.O.B. of the Child	No. of Days	From	To	Remarks
(i)	Dr. Rashmi Panda Mukherjee, Hindi	07.11.2005	17	29.11.2021	16.12.2021	In hand excluding the current 17 days -89%

The Governing Body gave Post-facto approval to the Child Care Leave of the Teaching Staff.

S.No.	Name & Department	D.O.B. of the Child	No. of Days	From	To	Remarks
(i)	Dr. Rashmi Panda Mukherjee, Hindi	07.11.2005	17	29.11.2021	16.12.2021	In hand excluding the current 17 days -89%

S.No.	Members of the G.B.	Designation	Approved	Signature
1.	DR. SUBIR BHATTACHARYA	PRESIDENT, G.B.	Yes	<i>[Signature]</i>
2.	PROF. SUDI SARKAR	GOVT. NOMINEE, G.B.	Yes	<i>[Signature]</i>
3.	DR. LAHTA SARKAR	GOVT. NOMINEE, G.B.	Yes	<i>[Signature]</i>
4.	DR. INDRIKA GUHA	NOMINEE OF W.B.S.C.H.E., G.B.	Yes	<i>[Signature]</i>
5.	DR. RUMA BHATTACHARYA	C.U. NOMINEE, G.B.		
6.	DR. MAITREYEE BHATTACHARYA	C.U. NOMINEE, G.B.	Yes	<i>[Signature]</i>
7.	DR. ATASHI KAPHA	PRINCIPAL AND SECRETARY, G.B.	Yes	<i>[Signature]</i>
9.	DR. MAUSUMI MUKHERJEE	T.S. REPRESENTATIVE	Yes	<i>[Signature]</i>
9.	DR. IVY DE	T.S. REPRESENTATIVE	Yes	<i>[Signature]</i>
10.	DR. SARTHAK ROY CHOWDHURY	T.S. REPRESENTATIVE	Yes	<i>[Signature]</i>
11.	SRI. PRADIP KUMAR MONDAL	N.T.S. REPRESENTATIVE	Yes	<i>[Signature]</i>



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[Signature]
 Principal
 Gokhale Memorial Girls' College

MINUTE BOOK

Gokhale Memorial Girls' College

Resolution by Circulation



03.12.2021

Agendum: Post-facto sanction of the Child Care Leave of the following Teaching Staff:

Sl.No.	Name & Department	D.O.B. of the Child	No. of Days	From	To	Remark
(i)	Dr. Reshmi Panda Mukherjee, Hindi	07.11.2005	24	02.09.2019	25.09.2019.	In hand excluding the current 24 days -639
(ii)	Dr. Reshmi Panda Mukherjee, Hindi	07.11.2005	24	10.02.2020	04.03.2020.	In hand excluding the current 24 days -615
(iii)	Dr. Jayjayanti Ray, Mathematics	02.10.2005	18	02.09.2019	19.09.2019	In hand excluding the current 18 days -665
(iv)	Dr. Jayjayanti Ray, Mathematics	02.10.2005	23	03.02.2020	25.02.2020	In hand excluding the current 23 days -642
(v)	Dr. Rakhi Mitra, Bengali	25.02.2004	22	27.03.2019	17.04.2019	In hand excluding the current 22 days -672
(vi)	Dr. Rakhi Mitra, Bengali	25.02.2004	21	01.08.2019	21.08.2019	In hand excluding the current 21 days -651
(vii)	Dr. Rakhi Mitra, Bengali	25.02.2004	48	10.01.2020	26.02.2020	In hand excluding the current 48 days -603
(viii)	Dr. Rakhi Mitra, Bengali	25.02.2004	15	08.12.2021	22.12.2021	In hand excluding the current 15 days -588
(ix)	Dr. Mahua Dutta, Geography	06.09.2010	14	21.08.2019	03.09.2019	In hand excluding the current 14 days -716

The Governing Body gave Post-facto approval to the Child Care Leave of the following Teaching Staff:

Sl.No.	Name & Department	D.O.B. of the Child	No. of Days	From	To	Remark
(i)	Dr. Reshmi Panda Mukherjee, Hindi	07.11.2005	24	02.09.2019	25.09.2019.	In hand excluding the current 24 days -639

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Principal

Gokhale Memorial Girls' College

MINUTE BOOK

Gokhale Memorial Girls' College



(ii)	Dr. Reshmi Panda Mukherjee, Hindi	07.11.2005	24	18.02.2020	04.03.2020	In hand excluding current 24 days = 615
(iii)	Dr. Jayjayanti Ray, Mathematics	02.10.2005	18	02.06.2019	19.09.2019	In hand excluding the current 18 days = 645
(iv)	Dr. Jayjayanti Ray, Mathematics	02.10.2005	23	03.02.2020	25.02.2020	In hand excluding the current 23 days = 642
(v)	Dr. Rakhi Mitra, Bengali	25.02.2004	22	27.03.2019	17.04.2019	In hand excluding the current 22 days = 672
(vi)	Dr. Rakhi Mitra, Bengali	25.02.2004	21	01.08.2019	21.08.2019	In hand excluding the current 21 days = 651
(vii)	Dr. Rakhi Mitra, Bengali	25.02.2004	48	10.01.2020	26.02.2020	In hand excluding the current 48 days = 603
(viii)	Dr. Rakhi Mitra, Bengali	25.02.2004	15	08.12.2021	22.12.2021	In hand excluding the current 15 days = 588
(ix)	Dr. Mahan Datta, Geography	06.09.2019	14	21.08.2019	05.09.2019	In hand excluding the current 14 days = 716

S.No.	Members of the G.B.	Designation	Approved	Signature
1.	DR. SUBIR BHATTACHARYA	PRESIDENT, G.B.	Yes	<i>[Signature]</i>
2.	PROF. SULTI SARKAR	GOVT. NOMINEE, G.B.	Yes	<i>[Signature]</i>
3.	DR. LAPITA SARKAR	GOVT. NOMINEE, G.B.	Yes	<i>[Signature]</i>
4.	DR. INDRA GURIA	NOMINEE OF W.B.S.C.E., G.B.	Yes	<i>[Signature]</i>
5.	DR. RUMA BHATTACHARYA	C.U. NOMINEE, G.B.		
6.	DR. MATTHEW BHATTACHARYA	C.U. NOMINEE, G.B.	Yes	<i>[Signature]</i>
7.	DR. ATASHI KAPRA	PRINCIPAL AND SECRETARY, G.B.	Yes	<i>[Signature]</i>
8.	DR. MAUSUMI MUKHERJEE	T.S. REPRESENTATIVE	Yes	<i>[Signature]</i>
9.	DR. IVY DE	T.S. REPRESENTATIVE	Yes	<i>[Signature]</i>
10.	DR. SARTHAK ROY CHOWDHURY	T.S. REPRESENTATIVE	Yes	<i>[Signature]</i>



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[Signature]

Principal

Gokhale Memorial Girls' College

Members present in the Governing Body meeting
 held 20th September, 2017

ccc-6-3-1

Sl. No.	NAME & DESIGNATION	SIGNATURE WITH DATE
1.	SRI SATYENDRA NATH GHOSH, HONY. PRESIDENT, G.B.	
2.	SMT. SUMITA SANYAL, HONY. SECRETARY, G.B.	
3.	DR. KUMKUM MUKHERJEE, HONY. JT. SECRETARY, G.B.	
4.	SRI SWAPAN K. CHOWDHURY, HONY. TREASURER, G.B.	
5.	SMT. KUMKUM BANERJEE, MEMBER, G.B.	
6.	SMT. CHITRA PALCHOU DHURI, MEMBER, G.B.	
7.	SRI ANASHAR SEN, MEMBER, G.B.	
8.	DR. ATASHI KAPHA, PRINCIPAL, GMGC	
9.	SMT. SARMIKHA MANDAL CHOWDHURY, BURSAR, GMGC	
10.	DR. MAUSUMI MUKHERJEE, T.S. REPRESENTATIVE	
11.	DR. SANCHITA SEN, T.S. REPRESENTATIVE	
12.	SMT. KAMALINI DASGUPTA, T.S. REPRESENTATIVE	
13.	SRI TAPAN K. NAG, N.T.S. REPRESENTATIVE	
14.	SRI SUDIP K. KHAN, N.T.S. REPRESENTATIVE	

GOKHALE MEMORIAL GIRLS' COLLEGE
1/1, HARISH MUKHERJEE ROAD, KOLKATA-700 020.

Minutes of the Governing Body Meeting of Gokhale Memorial Girls' College held on Wednesday 20th September, 2017 at 4.30 p.m. in the Principal's Room.

Chairperson : Sri. Satyendra Nath Ghosh.

Members present at the meeting were:

1. Sri. Satyendra Nath Ghosh, Hony. President, G.B.
2. Smt. Sumita Sanyal, Hony. Secretary, G.B.
3. Dr. Kurnkum Mukherjee, Hony. Jt. Secretary, G.B.
4. Sri. Swapan Kumar Chowdhury, Hony. Treasurer, G.B.
5. Smt. Kumkum Banerjee, Member, G.B.
6. Smt. Chitra Palchoudhuri, Member, G.B.
7. Dr. Atashi Kapha, Principal, GMGC.
8. Smt. Sarmistha Mandal Chowdhury, Bursar, GMGC.
9. Dr. Mausumi Mukherjee, Teaching Staff Representative, G.B.
10. Dr. Sanchita Sen, Teaching Staff Representative, G.B.
11. Smt. Kamalini Dasgupta, Teaching Staff Representative, G.B.
12. Sri. Tapan kumar Nag, Non-Teaching Staff Representative, G.B.

13. Sri. Sudip Kumar Khan, Non-Teaching Staff Representative, G.B.

Authenticated.

A. Kapha

Principal

Gokhale Memorial Girls' College



President

The Governing Body approved Half pay Medical Leave committed to Medical Leave with Full pay to the following Teachers

Sl No	Name	Half Pay M/T	committed to days with Full pay	From
1	Sri. Prasanna Kumar Pal	42	21	06.03.2017 to 26.03.2017
2	Sri. Newton Biswas	02	01	on 07.03.2017.

Agenda 7: Post-facto approval of the payment of Rs. 12,000/- as Puja-Advance, to all permanent Teaching and Rs. 10,000/- Non - Teaching Staff (Group-C) and Rs. 8,000/- (Group-D) (which will be recovered from salary in 08 equal installments) and Bonus to Casual Staff and to consider the payment of Puja-Advance to all newly appointed Teaching Staff.

The Governing Body gave Post-facto approval to the payment of Rs. 12,000/- as Puja-Advance to all permanent Teaching, and Rs. 10,000/- to all Non - Teaching Staff (Group-C) and Rs. 8,000/- (Group-D), to be recovered from salary in 08 equal installments. The Governing Body also approved the payment of Bonus to Casual Staff and approved the payment of Puja-Advance to all newly appointed Teaching Staff.

Agenda 8: To consider the salary of Casual Non-Teaching staff during Vacation.

The Governing Body considered and approved the payment of salary to the Casual Non-teaching staff during vacation.

Agenda 9: To consider the application of the Students regarding refund of Admission fees as per existing G.O.

The Governing Body gave post-facto approval to the refund of admission fees amounting to a sum of Rs. 16,20,290/- to the students as per existing G.O.

The Governing Body also directed the Principal to hire a concept paper on the (mode of appointment and termination, payment, leave and other relevant aspects) various categories of staff in the College, both teaching and non-teaching.

Agenda 10: To discuss about Child Care Leave as per Memo.No. 08 -ILCIOM-131L/15 dated 13.01.2016.

The Governing Body directed the Principal to implement the Child Care Leave as per Memo. No. 08 -ILCIOM-131L/15 dated 13.01.2016. However, the person applying for Child Care Leave should give in writing the assurance that she would ensure the completion of the allotted portion of her syllabus.

Table Agenda

of the G.B. meeting dated 20.09.2017

Authenticated

Chandrashekar
Principal

Gokhale Memorial Girls' College

1. To discuss about the booking of Sarala Ray Memorial Hall.

The Governing Body decided that all issues concerning Sarala Ray Memorial Hall would be discussed in the meeting of Association to be attended by representatives of School and College.





Provident Fund to College Staff

Gokhale Memorial Girls' College
Members Present in the Provident Fund Committee Meeting
held on 08/01/2022 (Saturday) at 11:00 a.m. in the Principal's room.

Sl. no. P.F. Committee members	Signature with date
1. Dr. Atashi Karpha Secretary & Principal, G.M.G.C.	Atashi Karpha
2. Dr. Sanku Roy Chowdhury Burrar, G.M.G.C.	
3. Dr. Mausumi Mukherjee Member	
4. Sri. Biswajit Chowdhury Convenor	Biswajit Chowdhury 8/1/22
5. Dr. Jayjayanti Ray Member	Jay - 8.1.22
6. Dr. Gokul Saha Member	Gokul Saha 8.1.22
7. Sri. Pradip Kumar Mondal Member	Pradip 8/1/22

Gokhale Memorial Girls' College

Provident Fund Committee Meeting



Minutes of the proceedings of the P.F. Committee Meeting held on 08/01/2022 at 11:00 am. in the Principal's room.

Dr. Atashi Karpha, Secretary and Principal, G.M.G.C., was in the chair. The following members were present:

- | | |
|-----------------------------|-----------------------------|
| 1. Dr. Atashi Karpha | Secretary & Principal, GMGC |
| 2. Sri. Biswajit Chowdhury | Convenor |
| 3. Dr. Jayjayanti Ray | Member |
| 4. Dr. Gokul Saha | Member |
| 5. Sri. Pradip Kumar Mondal | Member |

Authenticated.

Atashi Karpha

Principal

Gokhale Memorial Girls' College

Agendum:- To ratify the disbursement of Rs.5,00,000/- as non-refundable PF loan to Dr. Sarmila Sarkar from her P.F. account (which is 75% of the money at her credit) due to her husband's medical treatment vide Rule 12B (b) (i) of West Bengal Recognised Non Govt. Educational Institution Employees (Management of General Provident Fund Accounts) scheme, 1965.

The Provident Fund Committee resolved that Rs.5,00,000/- as non-refundable PF loan to Dr. Sarmila Sarkar from her P.F. account (which is less than 75% of the money at her credit) due to her husband's medical treatment vide Rule 12B (b) (i) of West Bengal Recognised Non Govt. Educational Institution Employees (Management of General Provident Fund Accounts) scheme, 1965.



Fwd: The Principal

1 message

Gokhale College <gokhalecollegekolkata@gmail.com>
To: gokhalecollegekolkataacct@gmail.com

Wed, Jan 5, 2022 at 10:30

----- Forwarded message -----

From: Sarmila Sarkar <sarmila.sarkar.kol@gmail.com>
Date: Tue, Jan 4, 2022 at 6:29 PM
Subject: The Principal
To: Gokhale College <gokhalecollegekolkata@gmail.com>

The Principal
Gokhale Memorial Girls' College
Kolkata
Ma'am

I is to request you that I wish to take a loan from my Provident Fund account - a sum of Rs 5 lakhs - because of my husband's ongoing illness. He has been hospitalised three times in three months and I am not sure of how complicated the situation could be, particularly in view of the Covid pandemic.

Thank you
Sarmila Sarkar
Associate Professor in History
3.1.22

Regards,

Dr. Atashi Karpha
Principal

Gokhale Memorial Girls' College
1/1, Herish Mukherjee Road, Kolkata - WB 700020, India.
P: +91 33 2223 8267/2355 | E: gokhalecollegekolkata@gmail.com



Authenticated

Principal
Gokhale Memorial Girls' College



ECB Ltd For Personal Ledger Account Local Fund Assets (Prepaid and Fund Assets) and Other Deposit Account

Operator Code: 003
Operator Name: PRINCIPAL, GOKHALE MEMORIAL GIRLS' COLLEGE

Sheet of Account: 1030-00-400-400-00-0-29

Local Advice ID: 2
Local Advice Code: 00012022
Local Advice Amount: 50000
Message Number: 00012022122000
Message Code: 00012022Reference Number: 001100000000
Reference Date: 00012022
Value: Deposited in Treasury
Contract ID: 0400
Net Amount of Reference: 50000
Number of Beneficiaries: 1
Scheme Description: PRINCIPAL

Sl No	Scheme ID	Beneficiary ID	Beneficiary Name	IFE Code	Bank Account Number	Amount (Rs)	Purpose	Other Fee Paid (Rs)
1	0400	0000000001	GOKHALE MEMORIAL	0000000000	000000000000000000	50000	For the purpose of the fund Beneficiary's account in the bank	No

Pay Rs: 50000. Rupees (In words) Five Lakh only. In (Total number of beneficiaries) 1. In (Total)

(i) Beneficiary list is verified in books.

(ii) The particulars of the beneficiaries including Bank A/C No & IFSC included in the advice have been verified.

Authorized / Approved

Shashi Karphur
Signature of PLU/PND-1 OperatorPrincipal
Gokhale Memorial Girls' College

Signature of Joint Secretary (if Any)

Authenticated
Shashi Karphur
Principal
Gokhale Memorial Girls' College



Festival Advance to Non-teaching Staff

Gokhale Memorial Girls' College



Finance Sub-Committee Meeting

Minutes of the proceedings of the Finance Sub-Committee Meeting held on Tuesday, 23.09.2021 at 12 noon in the Principal's room.

Dr. Atashi Karpia, Principal & Secretary, G.B. was in the chair. The following members were present:

- | | |
|--------------------------------|--------------------------------|
| 1. Dr. Atashi Karpia | Principal & Secretary, G.B. |
| 2. Dr. Sarthak Roy Chowdhury | Bursar, |
| 3. Dr. Maitreyee Bhattacharyya | University Nominee to the G.B. |
| 4. Dr. Lapita Sarkar | DPI Nominee to the G.B. |
| 5. Dr. Ivy De | T.S. Representative, G.B. |
| 6. Dr. Mausumi Mukherjee | T.S. Representative, G.B. |

Agenda 1. To discuss Budget for the FY 2021 -22.

The Finance Sub-Committee approved the Budget with certain changes.

Agenda 2. To discuss festival advance of Non Teaching Staff (Under Paypacket staff)

The Finance Sub-Committee sanctioned festival advance of Non Teaching Staff (Under Pay packet staff), as in previous years.

Authenticated,

Atashi Karpia

Principal

Gokhale Memorial Girls' College

Table Agenda

of the Finance Sub-Committee meeting dated 23.09.2021

Table Agenda 1: Refund against the cancellation of admission of 1st Semester for the Session 2021-2022.

The Finance Sub-Committee approved refund against cancellation of Admission.



Table Agenda 2: To discuss on the fees structure of the current student.

The Finance Sub-Committee discussed that when off-line classes resume, fees structure would be restored to original amount.

Gokhale Memorial Girls' College

Finance Sub-Committee Meeting

Minutes of the proceedings of the Finance Sub- Committee Meeting held on Tuesday, 23.09.2021 at 12 noon in the Principal's room.

Dr. Atashi Karpha, Principal & Secretary, G.B. was in the chair. The following members were present:

- | | |
|--------------------------------|--------------------------------|
| 1. Dr. Atashi Karpha | Principal & Secretary, G.B. |
| 2. Dr. Sarthak Roy Chowdhury | Bursar. |
| 3. Dr. Maitreyee Bhattacharyya | University Nominee to the G.B. |
| 4. Dr. Lapita Sarkar | DPI Nominee to the G.B. |
| 5. Dr. Ivy De | T.S. Representative, G.B. |
| 6. Dr. Mausumi Mukherjee | T.S. Representative, G.B. |

Agenda 1. To discuss Budget for the FY 2021 -22.

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Authenticated.

Atashi Karpha

Principal

Gokhale Memorial Girls' College

Table Agenda

of the Finance Sub-Committee meeting dated 23.09.2021

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Gokhale Memorial Girls' College

GMGC/SBI/Festival Advance/2021-22/70

Date : 27.09.2021

To
The Bank Manager
The State Bank of India
Gokhale Road

Sir/Madam

You are requested to transfer the festival advance 2021 of our 5 no of Non Teaching Staff to their own account through NEFT from our SBI Savings Account NO. 10577673088.

Enclosing statement.

Thanking you.

Yours faithfully

Atashi Karphe

Dr. Atashi Karphe
Principal and Secretary
Principal and Secretary
Governing Body
Gokhale Memorial Girls' College

Lapita Sarkar

Dr. Lapita Sarkar
GB Member
Governing Body Member
Gokhale Memorial Girls' College

Authenticated.

Atashi Karphe
Principal
Gokhale Memorial Girls' College



FESTIVAL ADVANCE 2021

FESTIVAL ADVANCE 2021									
SL#	NAME OF THE NON STAFF	DESIGN	RANK NAME	ETIC	ACCOUNT#	Branch	Amount	Bank Charge	Total Amount
1	Dr. Manoj Ray	Chief	DR	0000000000	00000000000000000000	Chennai	10,000.00	2.50	10,002.50
2	Dr. Pragas Kumar Menon	Joint Chief	DR	0000000000	00000000000000000000	Chennai	10,000.00	2.50	10,002.50
3	Dr. K. R. R. R. R.	Joint Chief	DR	0000000000	00000000000000000000	Chennai	10,000.00	2.50	10,002.50
4	Dr. R. R. R. R. R.	Joint Chief	DR	0000000000	00000000000000000000	Chennai	10,000.00	2.50	10,002.50
5	Dr. R. R. R. R. R.	Joint Chief	DR	0000000000	00000000000000000000	Chennai	10,000.00	2.50	10,002.50

Authenticated
Waples
Principal
Columbia Memorial High School

Lyle G. Anderson
Sponsoring Body: West
Katharine Memorial Golf College

Shashi Kashyap
Principal and Secretary
Governing Body
Guthrie Memorial Girls' College



SACT Leave & Facilities



Government of West Bengal
Department of Higher Education,
Bikash Bhavan, Salt Lake, Kolkata-700091

No. 427/EH/O/CS/10M-83/2019

Date: 14.07.2020

From: Sri Binay Ranjan Santra,
Deputy Secretary to the Government of West Bengal

To: The Director of Public Instructions, West Bengal

Sub: Fixation of remuneration of existing Govt. approved PTTs & CWTTs.

Madam,

Finance Department, vide their U.O. No. 1232/I Group-P2 dated 16.08.2019, gave concurrence to the proposal for remuneration of newly designed State aided College Teacher Category-I and II, with protection of pay of the existing Govt. approved PTTs & CWTTs, where necessary, in the following manner:

SACT-I		SACT-II	
Service length < 10 years	Service length \geq 10 years	Service length < 10 years	Service length \geq 10 years
Rs. 26000/-	Rs. 30000/-	Rs. 15000/-	Rs. 20000/-

However, their remuneration were further revised with an enhancement of Rs. 5,000/- for each category, vide Finance Department's concurrence No. 1644 Group-P2 dated 19.11.2019 (nsp-14) as given below:

SACT-I		SACT-II	
Service length < 10 years	Service length \geq 10 years	Service length < 10 years	Service length \geq 10 years
Rs. 31000/-	Rs. 35000/-	Rs. 20000/-	Rs. 25000/-


A Memorandum, vide No. 2081-Edn(CS)/10M-83/2019, dated 23.12.2019, was issued accordingly.

However, the existing Govt. approved PTTs & CWTTs, who had been getting higher remuneration as on 16.8.2019 than the structure shown in the first table, are not being benefitted as much in comparison with the others, as per the revised structure of remuneration.

After careful consideration of the above matter, the Governor, in continuation of this Department's Memorandum No. 2081-Edn (CS), dated 23.12.2019, has been pleased to decide that remuneration of the serving PTTs & CWTTs, who had been getting higher remuneration as on 16.8.2019 than the remuneration structure shown in the first table, will be fixed with an additional notional benefit of Rs. 5000/- on their remuneration, notionally protected as on 16.08.2019. However, actual benefit will be with effect from 01.01.2020.

This is issued with concurrence of Finance Department, vide their U.O. No. 129 Group-P2 dated 21.01.2020.

Yours faithfully,


Deputy Secretary



09 MAR 2023

Authenticated.


Principal
Gokhale Memorial Girls' College



**Government of West Bengal
Department of Higher Education
College Sponsored Branch
Bikash Bhavan, 6th Floor, Salt Lake, Kolkata - 700 091**

No. 819-Edn(CS)/1363/SACT/2021

Date: 12.08.2021

ORDER

Service conditions and other benefits for Government approved Part Time Teachers (PTTs), Government approved Contractual Whole Time Teachers (CWTTs) and Guest Teachers engaged in different Government / Government aided colleges in the State of West Bengal up to 13.07.2019 have been restructured under Memorandum No. 2081-Edn(CS)/10M-83/2019 dated 23.12.2019 in supersession of all previous orders in this regard and nomenclatures of such teachers have been changed to State Aided College Teacher (SACT).

Whereas the above mentioned G.O. is devoid of benefits of (i) Leaves like casual leave, medical leave, maternity leave, study leave and (ii) Swasthya Sathi Scheme which had earlier been enjoyed by the erstwhile Government approved Part Time Teachers, Contractual Whole Time Teachers, the State Government in the Department of Higher Education have no objection to allow SACTs leaves as described here below in supersession of all previous orders in this regard.

Casual Leave

State Aided College Teachers (SACTs) of Government / Government aided Colleges are entitled to avail of 14 (fourteen) days casual leave in a calendar year with full remuneration.

Medical Leave

State Aided College Teachers (SACTs) of Government / Government aided Colleges are entitled to avail of 20 (twenty) days medical leave with half ($\frac{1}{2}$) remuneration in a calendar year on production of medical certificate from a registered medical practitioner.

Such medical leave with half ($\frac{1}{2}$) remuneration can be commuted to and in that case SACTs are entitled to avail of 10 (ten) days commuted medical leave with full remuneration in a calendar year on production of medical certificate from a registered medical practitioner.

Unutilised medical leave with half ($\frac{1}{2}$) remuneration or commuted medical leave with full remuneration in a calendar year, shall be allowed to be carried forward to the following year, subject to accumulation of a maximum of sixty days (with half remuneration) or thirty days (with full remuneration), and the accumulated medical leave may be utilised from time to time depending on the type of medical need but not exceeding thirty days at a time (with full remuneration), subject to submission of medical documents to the satisfaction of the college authority.



09 MAR 2023



Maternity Leave

State Aided College Teachers (SACTs) of Government / Government aided Colleges are entitled to avail of maternity leave as admissible under Government rules.

Study Leave

Considering the necessity of acquiring higher degrees by SACTs towards improvement of the quality of teaching in the State's higher educational institutions, the State Government is pleased to order that the SACTs shall be entitled to avail themselves of Study leave, to be granted by the Governing Body of the college and subject to approval of the State Government, for the purpose of pursuing further studies and acquiring higher degrees for a maximum period of 12 months in one spell and for a period not exceeding 24 months in their entire service period, provided the concerned teacher has put in at least three years of service and is not due to retire within five years of his/her return from such leave. There shall be a gap of at least three years between two periods of such leave.

The State Government is further pleased to order that a SACT when granted study leave shall, upon his / her return and rejoining the institution, shall be eligible for receiving the monthly remuneration accrued during the said leave period (and periodical enhancement of remuneration notionally), as admissible, which he/she would have earned in course of time if he/she had not proceeded on study leave. On return from the study leave, he / she will submit a certificate from the competent authority relating to satisfactory completion of higher degree or submission of thesis etc., to the satisfaction of the college authority. The said leave period will count towards their total length of service for calculating the admissible service benefits.

Further, before proceeding on the study leave, the concerned SACT will be required to execute a Bond / Undertaking that he/she will serve the institute for at least three years after acquiring the higher degree. However, the concerned SACT may be permitted during the bond period to join any Government College or Government -aided college in the event of selection by the West Bengal Public Service Commission or the West Bengal College Service Commission, as the case may be. The study leave granted to a SACT shall be deemed to have been cancelled in case it is not availed of within twelve months of sanction.

Group Health Insurance Scheme named "Swasthya Sathi"

The issue of providing a comprehensive Health Insurance Scheme to the serving SACTs of Government Colleges and Government-aided Colleges of West Bengal has been considered by the State Government with a view to providing such persons and their families' protection from the financial consequences of ill health.

2. The State Government is pleased to extend the benefit of the Group Health Insurance Scheme namely "Swasthya Sathi" as contained in Finance Department's Notification no. 1104-F(P) dated 25.02.2016 to the serving SACTs of Government Colleges and Government-aided Colleges of West Bengal.

3. The main features of the Scheme are:

- i. The Scheme will have basic health cover for secondary and tertiary care up to Rs. 1.5 Lakhs per annum.
- ii. There will be no cap on the family size.
- iii. Critical illness like, Cancer, Neuro Surgeries, Cardiothoracic Surgeries, Liver diseases, Blood disorders etc. will be covered up to Rs.5.0 lakh.



09 MAR 2023

Chandra

- iv. All pre-existing diseases will be covered.
- v. The entire premium will be borne by the State Government with no contribution from the beneficiaries.
4. The Scheme will be implemented by the Department of Health and Family Welfare, Government of West Bengal.
5. The Scheme for the aforesaid category of teachers/employees will be effective from the date of issuance of this order.

This is issued with the concurrence of Finance Department (Group-P₁) vide their U.O. No. Group-P₁/2021-2022/0083 dated 26.06.2021. This will be effective from the date of issuance of this order.

[Signature] 12/8/21

Deputy Secretary,
Higher Education Department.

No. 819/1(9)-Edn(CS)/1363/SACT/2021

Date: 12.08.2021

Copy forwarded for information and necessary action to:

1. Principal Accountant General (A & E), West Bengal
2. Finance Department (Group-P₁) of the State of West Bengal
3. Vice Chancellor, (all State aided Universities)
4. Director of Public Instructions, West Bengal
5. Principal / Vice Principal / Teacher-in-Charge, (all Govt. & Govt. aided Colleges)
6. PS to Hon'ble Minister-in-Charge, Higher Education Department
7. St. PS to the Principal Secretary, Higher Education Department
8. IT Cell of this Department for uploading in the departmental website
9. Guard File.

[Signature] 12/8/21

Deputy Secretary,
Higher Education Department.



09 MAR 2023

Authenticated
[Signature]
Principal
Gokhale Memorial Girls' College



Bonus to Casual Staff



Finance Sub-Committee Meeting

Minutes of the proceedings of the Finance Sub-Committee Meeting held on 13/09/2021 (Monday) at 1:30 p.m. in the Principal's room.

Dr. Atashi Kapha, Principal & Secretary, G.B. was in the chair. The following members were present:

- | | |
|--------------------------------|--------------------------------|
| 1. Dr. Atashi Kapha | Principal & Secretary, G.B. |
| 2. Dr. Sarthak Roy Chowdhury | Bursar. |
| 3. Dr. Maitreyee Bhattacharyya | University Nominee to the G.B. |
| 4. Dr. Lapita Sarkar | DPI Nominee to the G.B. |
| 5. Dr. Ivy De | T.S. Representative, G.B. |
| 6. Dr. Mausumi Mukherjee | T.S. Representative, G.B. |

Agenda 1:- To discuss the Budget proposal for the F.Y. 2021-22.

The Finance Sub-Committee deferred the Budget proposal for the F.Y. 2021-22.

Agenda 2:- To discuss the payment of Bonus to 17 no. of Casual Staff @ Rs 4500/- as per Govt. order no. 1491 F(P2) dated 06.05.2021.

The Finance Sub-Committee approved the payment of Bonus to 17 no. of Casual Staff @ Rs 4500/- as per Govt. order no. 1491 F(P2) dated 06.05.2021.

Agenda 3:- To sanction the amounts mentioned in the table against each Department for the purchase of lab instruments from RUSA Funds.

Name of Vendor	Department	Invoice no.	Invoice date	Job Order No	Job Order Date	Amount (in Rs.)
Sushma electronics	Physics	SE/B/G/04	16-08-2021	GMGC/RUSA2.0/SUSHMA/Job Order/20-21/056	12.03.21	25904
Beta Trading company	Physics	3052	06-04-2021	GMGC/RUSA2.0/Beta/Job Order/20-21/053	12.03.21	164315
	CND	3505	07-04-2021	GMGC/RUSA2.0/Frontline/Job Order/20-21/050	12.03.21	20603



1/1 Hanish Mukherjee Road, Kolkata - 700 020
 Phone : 2223-2355, 2223-3257, 2223-3020 • E-mail: gokhalecollegekolkata@gmail.com
 website : www.gokhalecollegekolkata.in

Authenticated.

Atashi Kapha
 Principal
 Gokhale Memorial Girls' College

Gokhale Memorial Girls' College



GMGC/SBI/Salary/2021-22/68



Date: 20.09.2021

24.9.2021

To
The Bank Manager
The State Bank of India
Gokhale Road

Sir/Madam

You are requested to transfer the bonus for 2020-2021 of our 17 no of casual staff for the month of September 2021 to their own account through NEFT from our SBI Savings Account NO. 10577673088.

Enclosing salary statement.

Thanking you.

Yours faithfully

Atashi Karpha

Dr. Atashi Karpha
Principal and Secretary

Enclosing Body
Gokhale Memorial Girls' College

Lapita Sarkar

Dr. Lapita Sarkar
GB Member

Enclosing Body Member
Gokhale Memorial Girls' College



Authenticated.

Karpha
Principal

Gokhale Memorial Girls' College

1/1 Karish Mahanagar Road, Kolkata - 700 020

Phones : 2223-2355, 2223-3257, 2223-3020 • E-mail-gokhalecollegekolkata@gmail.com

website - www.gokhalecollegekolkata.edu.in



***Ad-hoc Bonus to State Aided College Teachers (SACT)
And Non-Teaching Staff***

GOVERNMENT OF WEST BENGAL

Tel:

Fax:

Date: 06/09/2021

Memo No: 1241-CGA

Sanction Order for Grant-in-Aid in Cash

Demand No: 70

Department Code: HE

Financial Year: 2021 - 2022

1. Sanctioning Authority: DIRECTOR OF PUBLIC INSTRUCTION, WEST BENGAL
2. Recipient of Grant: GOKHALE MEMORIAL GIRLS COLLEGE
3. Category of the recipient of Grant: Grantee Institution
4. Amount Sanctioned: Rs. 130500/-
Rupees One Lakh Thirty Thousand Five Hundred Only.
5. DDO Code: CACED1737
6. DDO Designation: Principal, Gokhale Memorial Girls' College
7. Department Code: HE-DIRECTOR OF PUBLIC INSTRUCTION, WEST BENGAL
8. Head of Account Code: 70-2202-03-104-001-38-00-V
9. Scheme Name: Assistance to Non-Govt. College and Institutes
10. Name of the Treasury/PAO & Accounts office: Pay & Accounts Officer-II, Calcutta PAO-II
11. Type of Grant: Recurring
12. Utilization Certificate Required or Not: Yes

13. Purpose of Grant: SALARY

14. Applicable T.R Form No: TR Form No.31

15. An amount of Rs 130500/- (Rupees One Lakh Thirty Thousand Five Hundred Only.) is hereby sanctioned for payment of Grant to the recipients as per SI.No.2 from the Head of Account as stated in SI.No.8 above against the Budget Provision of the Financial Year 2021 - 2022. The sanctioned amount will be payable through Transfer Credit into the LF/PL/Other Deposit Account/ECS/Cheque, as the case may be following the order issued by Finance Department in this regard.
16. Total released amount is within the Budget Provision of the Financial Year. 2021 - 2022
17. This order issues in exercise of the power delegated under Finance Department Memo. No. 550-FB dated 30.03.2021 with the concurrence of Finance Deptt. vide Gt. F.A/HED U.O. No. 276 Date 06/08/2021
18. The Principal Accountant General (A&E), West Bengal and Pay & Accounts Officer/Treasury Officer and other concerned are being informed.

19. Remarks: Adhoc bonus for the year 2020-2021.



JOINT DIRECTOR OF PUBLIC INSTRUCTION (PAY PACKET)

DIRECTOR OF PUBLIC INSTRUCTION, WEST BENGAL

Authenticated.

Chandra
Principal

Gokhale Memorial Girls' College

Allotment From HOD - DIRECTOR - HED0001-DIRECTOR OF PUBLIC INSTRUCTION, WEST BENGAL to
CACHED/737-Principal, Gokhale Memorial Girls' College.

Treasury Name : Calcutta PAO-II Pay & Accounts Office-II.

ID	Head of Account	Scheme Description	Object of Expenditure	Allotted Amount
311940	70-2202-03-104-001-36-00-V	Assistance to Non-Govt. College and Institutes	Grants-in-aid-Salaries	130500
				130,500.00

JOINT DIRECTOR OF PUBLIC INSTRUCTION (PAY
PACKET)

Signature

Statement of requirement of the grant of Ad-Hoc Bonus for the year, 2020-2021 in respect of SACT of the College as per Memo.No. 1491-F(P2) dated 06.05.2021

Sl.No	Name of SACT	Subject	Category	Date of birth	Date of initial engagement	Remuneration As on 01.01.2021	Total Emoluments as on 31.03.2021	Ad-Hoc Bonus Admissible
1	ADITI CHATTERJEE	Advertisement Sales Promotion and Sales Management	SACT II (Unreserved)	14.07.1991	11.07.2016	20600	20600	4500
2	DIPANKAR MUKHERJEE	Advertisement Sales Promotion and Sales Management	SACT II (Unreserved)	07.10.1978	05.08.2008	25750	25750	4500
3	SANGEETA SEN	Advertisement Sales Promotion and Sales Management	SACT II (Unreserved)	09.11.1962	15.01.2005	25750	25750	4500
4	RANAMOY SARKAR	Bengali	SACT I (Unreserved)	26.11.1985	01.11.2017	31930	31930	4500
5	SHARADWAT MANNA	Bengali	SACT I (Unreserved)	06.02.1991	01.11.2017	31930	31930	4500
6	SANTANU SAMANTA	Chemistry	SACT II (Unreserved)	07.10.1990	11.01.2017	20600	20600	4500
7	PRATYASHA AGRAWAL	Clinical Nutrition and Dietetics	SACT I (Unreserved)	29.05.1985	02.09.2014	31930	31930	4500
8	MONAMI GHOSH	Communicative English	SACT II (Unreserved)	15.04.1989	18.04.2016	20600	20600	4500
9	SEBUTI CHOWDHURY	Communicative English	SACT II (Unreserved)	13.01.1977	13.07.2017	20600	20600	4500
10	ARIJANA BANERJEE	Economics	SACT II (Unreserved)	10.04.1992	11.08.2015	20600	20600	4500
11	ARJITA ROSE	Economics	SACT II (Unreserved)	11.10.1990	20.07.2017	20600	20600	4500
12	SNIDHA PAN	English	SACT I (Unreserved)	02.05.1989	02.07.2018	31930	31930	4500
13	AMAR KUMAR CHOUDHARY	HINDI	SACT I (Unreserved)	01.03.1980	22.08.2015	31930	31930	4500
14	DEBORSHI CHAKRABORTY	History	SACT II (Unreserved)	31.03.1992	26.09.2018	0	0	0
15	SANJUKTA DE	History	SACT I (Unreserved)	23.10.1988	10.08.2015	31930	31930	4500
16	NABANITA DEB GHOSH	Philosophy	SACT I (Unreserved)	30.07.1988	25.05.2018	31930	31930	4500
17	TANUSHREE CHANDRA DAS	Philosophy	SACT I (Unreserved)	24.03.1985	09.07.2012	31930	31930	4500
18	GOPA DUTTA PAL	Physics	SACT I (Unreserved)	01.06.1987	01.09.2012	31930	31930	4500
19	SHRABANTI DHAR	Physics	SACT I (Unreserved)	25.07.1985	25.09.2018	31930	31930	4500
20	ARUNIMA MITRA	Psychology	SACT I (Unreserved)	18.03.1993	25.05.2018	31930	31930	4500
21	NIDA QASIM	Psychology	SACT II (Unreserved)	19.02.1990	14.01.2019	20600	20600	4500
22	SUVOSREE BHATTACHARYA	Psychology	SACT I (Unreserved)	09.03.1979	29.09.2018	31930	31930	4500
23	NAMRATA BASU	Sociology	SACT I (Unreserved)	06.02.1991	16.08.2017	31930	31930	4500
24	SHEENJINI GHOSH	English	SACT I (Unreserved)	05.03.1992	16.04.2019	31930	31930	4500
TOTAL							642720	183500



Memorial/ Girls' College W.E.F. November 2020. Assignment letter is enclosed.

Authenticated

Principal
Principal

Gokhale Memorial Girls' College

Statement of requirement of the grant of Ad-Hoc Bonus for the year, 2020-2021 in respect of Non-Teaching Staff of the College as per Memo.No. 1491-F(P2) dated 06.05.2021

Sl. No.	Name & Designation of the Staff	Date of Birth	Date of Joining	Basic as on 31.03.2021	D.A. as on 31.03.2021	Total Emoluments as on 31.03.2021	Ad-Hoc Bonus Admissible
1.	Sri. Mamta Ray, Cashier	03.06.1982	30.03.2015	30700	921	31621	4500
2.	Sri. Pradip Kumar Mondal, Accountant	05.02.1988	30.03.2015	31600	948	32548	4500
3.	Sri. Barun Kumar Das, Electrician-cum-Caretaker	08.06.1976	15.05.2015	27100	813	27913	4500
4.	Sri. Tapen Kumar Nag, Lab. Attendant, Geography	05.04.1964	04.02.1991	34100	1023	35123	4500
5.	Sri. Samar Kumar Naskar, Lab. Attendant, Physics	02.01.1968	20.07.2007	26600	798	27398	4500
6.	Sri. Sankar Roy Chowdhury, Lab. Attendant, Chemistry	02.11.1975	02.04.2015	20300	609	20909	4500
	TOTAL:			170400	5112	175512	27000

Authenticated.

[Signature]
Principal

Gokhale Memorial Girls' College



BONUS FOR CASUAL STAFF
Bonus for 2020-21

Sl. No.	Name of the Casual staff	Bank Name	Branch Name	Account No.	IFSC Code	AMOUNT (RS)	Bank Charges	Total Amount (RS)
1	PALASH MONDAL	IOB	BHOWANIPORE	0 10801000030722	IOBA0002096	4,500.00	2.36	4,502.36
2	DEBILLENA SARKAR	IOB	BHOWANIPORE	0 10801000030771	IOBA0000704	4,500.00	2.36	4,502.36
3	CHANDRA LAL DASGUPTA	IOB	BHOWANIPORE	0 10801000010772	IOBA0000704	4,500.00	2.36	4,502.36
4	BAPY KALDER	IOB	BHOWANIPORE	0 10801000000828	IOBA0000704	4,500.00	2.36	4,502.36
5	ANANJIT SAMARJEET	IOB	BHOWANIPORE	0 10801000010783	IOBA0000704	4,500.00	2.36	4,502.36
6	AYMIT BANERJEE	IOB	BHOWANIPORE	0 10801000010783	IOBA0000704	4,500.00	2.36	4,502.36
7	MAHMO KISHORE DAS	IOB	BHOWANIPORE	0 10801000010783	IOBA0000704	4,500.00	2.36	4,502.36
8	SHYAMALI PAL	IOB	BHOWANIPORE	0 10801000000661	IOBA0000704	4,500.00	2.36	4,502.36
9	LAJUMA PAL	IOB	BHOWANIPORE	0 10801000000661	IOBA0000704	4,500.00	2.36	4,502.36
10	SHIBRAJ SARKAR	IOB	BHOWANIPORE	0 10801000010784	IOBA0000704	4,500.00	2.36	4,502.36
11	SUBHODIP SAMANDEB	IOB	BHOWANIPORE	0 10801000010784	IOBA0000704	4,500.00	2.36	4,502.36
12	SUBHARTI SAMANTA	IOB	BHOWANIPORE	0 10801000010786	IOBA0000704	4,500.00	2.36	4,502.36
13	PIYAL ROY	IOB	BHOWANIPORE	0 10801000010773	IOBA0000704	4,500.00	2.36	4,502.36
14	ARPI SARKAR	IOB	BHOWANIPORE	0 10801000010773	IOBA0000704	4,500.00	2.36	4,502.36
15	ANANYA BANERJEE	IOB	BHOWANIPORE	0 10801000010774	IOBA0000704	4,500.00	2.36	4,502.36
16	DEBINA DAS GUPTA	IOB	BHOWANIPORE	0 10801000010774	IOBA0000704	4,500.00	2.36	4,502.36
17	PIYU DEY MONDAL	IOB	BHOWANIPORE	0 10801000010774	IOBA0000704	4,500.00	2.36	4,502.36
						75,500.00	40.12	75,540.12

Lapla Sarker
Governing Body Member
Gokhale Memorial Girls' College



Shikha Karphya
Principal and Secretary
Governing Body
Gokhale Memorial Girls' College



CAS (Career Advancement Scheme)

**GOVERNMENT OF WEST BENGAL
HIGHER EDUCATION, SCIENCE & TECHNOLOGY
AND BIOTECHNOLOGY DEPARTMENT
(C. S. BRANCH)
BIKASH BHABAN, SALT LAKE
KOLKATA-700091**

No. 1373-Edn (CS)/5P-52/98

Date: 07.12.2017

NOTIFICATION

Consequent upon the Notification of the University Grants Commission's (4th Amendment) Regulations published vide Number F.1-2/2016 dated 11.07.2016, and in continuation of the Department's Order vide No. 920-Edn(CS) dated 31.12.2012, the matter regarding adoption of the Regulations was under active consideration of this Department for sometime past.

After careful consideration of all the aspects in this regard, the Governor, in exercise of the powers conferred by section 18 of the West Bengal Universities and Colleges (Administration and Regulation) Act, 2017, has now been pleased to direct that the teachers and librarians of Government-aided Colleges in West Bengal, who come under the administrative jurisdiction of this Department, shall be guided by the Career Advancement Scheme (CAS) detailed in the Annexures to this notification.

In this connection, the Governor is further pleased to direct that if the assessment period of any incumbent for the purpose of Career Advancement falls under both the UGC's Regulations, 2010 and Regulations 2016, then for the purpose of computation of API score, the period prior to issuance of this notification shall be guided by the Department's Order vide No. 920-Edn(CS) dated 31.12.2012 and all corresponding orders issued in this regard, and for the period falling after the date of issuance of this Notification shall be guided by the scheme provided in the Annexures to this notification.

This notification shall take immediate effect from the date of its issuance.

By Order of the Governor,
SD/-
(Madhumita Ray)
Secretary
Government of West Bengal



09 MAR 2023

To G.O. No. 1373-Edn (CS) dated 07.12.2017

Guidelines and terms and conditions towards Career Advancement Scheme subject to fulfillment of required API scores as prescribed in the UGC Regulations (4th Amendment) 2016 for the teachers, librarians of Government-aided Colleges in West Bengal.

APPENDIX – III: TABLE I(Please refer to UGC notification no. F.1-2/2016 dated 11th July, 2016)

**ACADEMIC PERFORMANCE INDICATORS (API) FOR CAREER
ADVANCEMENT SCHEME (CAS) PROMOTIONS FOR ASSISTANT
PROFESSOR, ASSOCIATE PROFESSOR IN COLLEGES.**

	Direct Teaching Hours per week
Assistant Professor	16
Associate Professor	14
Professor	14

Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; domain knowledge; (b) participation in examination and evaluation; and (c) contribution to innovative teaching, new courses etc. The minimum API score required by teachers from this category is different for different levels of promotion. The self-assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Category	Nature of Activity	Assistant Professor		Associate Professor	
		Max.	Actual Score	Max.	Actual Score
I	a. Direct Teaching	70	Actual hours spent per academic year $\div 7.5$	60	Actual hours spent per academic year $\div 7.5$
	b. Examination duties (question paper setting, Invigilation, evaluation of	20	Actual hours spent per academic year $\div 10$	20	Actual hours spent per academic year $\div 10$



09 MAR 2023

	answer scripts) as per allotment				
	c. Innovative Teaching – learning methodologies, updating of subject contents/courses, mentoring etc.	10	Actual hours spent per academic year +10	15	Actual hours spent per academic year +10

Note:

1. Direct Teaching 16/14/14 hours per week include the Lectures/Tutorials/Practical /Project Supervision/Field Work.
2. University may prescribe minimum cut-off, say 75%, below which no scores may be assigned in these sub-categories.
3. In consonance with established academic and teaching traditions, and with a view to reinforcing a student-centric and caring approach the teachers are encouraged to work with students, beyond the structure of classroom teaching. Indicatively, this could entail mentoring, guiding and counseling students. In particular teachers would be the best placed to identify and address the needs of students who may be differently abled, or require assistance to improve their academic performance, or to overcome a disadvantage. There are no prescribed hours for such efforts, measured either in weeks or months, or in the context and calculation of the API scores, these are nevertheless important and significant activities that could be carried out by teachers.

CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the teacher's self-assessment, Category II API scores are proposed for Professional development, co-curricular and extension activities; and related contributions. The minimum API required by teachers for eligibility for promotion is fixed in Table II (A). A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and selection committee for the promotion of Assistant Professor to Associate Professor.


The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages without changing the minimum total API score required under this category.

Category II	Nature of Activity	Maximum API Score	Actual Score
a.	Student related co-curricular, extension and field based activities (i) Discipline related co-curricular activities (e.g. remedial classes, career	15	Actual hours spent per academic year +10

	counseling, study visit, student seminar and other events.) (ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.) Extension and dissemination activities (public /popular lectures/talks/seminars etc.)		
b.	Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities. i). Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge) (ii). Participation in Board of Studies, Academic and Administrative Committees	15	Actual hours spent per academic year +10
c.	Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher/faculty development courses, dissemination and general articles and any other contribution)	15	Actual hours spent per academic year +10

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API scores required for teachers from this category are different for different levels of promotion in universities and colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and Selection Committee for the promotion of Assistant Professor to Associate Professor.



Category	Activity	Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences	Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical education / Management	Maximum score for University / College teacher*
III (A)	Research Papers published in:	Refereed Journals as notified by the UGC#	Refereed Journals as notified by the UGC#	25 per Publication
		Other Reputed Journals	Other Reputed Journals as	10 per

09 MAR 2023

		as notified by the UGC#	notified by the UGC #	Publication
III (B)	Publication s other than journal articles (books, chapters in books)	Text/Reference, Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	Text/Reference, Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	30 per Book for Single Author
		Subject Books, published by National level publishers, with ISBN/ISSN number or State/Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC	Subject Books, published by National level publishers, with ISBN/ISSN number or State/Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC	20 per Book for Single Author
		Subject Books, published by other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimate to UGC	Subject Books, published by other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimate to UGC	15 per Book for Single Author
		Chapters in Books published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimate to UGC	Chapters in Books published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimate to UGC	International -10 per Chapter National - 5 per Chapter
III (C)	RESEARCH PROJECTS			
III (C) (i)	Sponsored Projects:	(a) Major Projects with grants above Rs. 30 lakhs	Major Projects with grants above Rs. 5 lakhs	20 per Project
		(b) Major Projects with grants above Rs. 5 lakhs up to Rs. 30 lakhs	Major Projects with grants above Rs. 3 lakhs up to Rs. 5 lakhs	15 per project

09 MAR 2023



		(c) Minor Project with grants above Rs. 1 lakh up to Rs.5 lakhs	Minor Project with grants above Rs. 1 lakh up to Rs. 3 lakhs	10 per project
III (C) (ii)	Consultancy Projects	Amount mobilized with a minimum of Rs. 10 lakhs	Amount mobilized with a minimum of Rs. 2 lakhs	10 for every Rs. 10 lakhs and Rs. 2 lakhs
III (C) (iii)	Projects Outcome/ Outputs	Patent/Technology transfer / Product / Process	Major Policy document prepared for international bodies like WHO/UNO/UNESCO /UNICEF etc. Central / State Govt./Local Bodies	30 for each International / 20 for each national level output or patent. Major policy document of International bodies – 30 Central Government – 20, State Govt.-10 Local bodies – 5
III (D)	RESEARCH GUIDANCE			
III (D) (i)	M. Phil.	Degree awarded	Degree awarded	5 per candidate
III (D) (ii)	Ph.D.	Degree awarded / Thesis submitted	Degree awarded / Thesis submitted	15/10 per candidate
III E	Fellowships, Awards and Invited lectures delivered in conferences / seminars			
III (E)(i)	Fellowships/ Awards	International Award/Fellowship from academic bodies	International Award/Fellowship from academic bodies/Associations	15 per award / 15 per Fellowship
		National Award/Fellowship from academic bodies	National Award/Fellowship from academic bodies/ Associations	10 per award / 10 per Fellowship
		State/University level award from academic bodies	State/University level award from academic bodies/ Associations	5 per award
III (E)(ii)	Invited lectures/ papers	International	International	7 per lecture /5 per paper presented
		National level	National level	5 per lecture /3 per paper presented
		State/University level	State/University level	3 per lecture /2 per paper



09 MAR 2023

			presented
	The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period		
III (F)	Development of e-learning delivery process/material		10 per module

* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

The University shall identify the journal subject wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journal approved from the list, by the UGC Standard Committee shall be included "List of Journal" notified by the UGC.

APPENDIX - III TABLE - II (A)

(Please refer to UGC notification no. F.1-2/2016 dated 11th July, 2016)

MINIMUM APIS AS PROVIDED IN APPENDIX - III TABLE I TO BE APPLIED FOR THE PROMOTION OF TEACHERS UNDER CAREER ADVANCEMENT SCHEME (CAS) IN COLLEGES, AND WEIGHTAGES FOR EXPERT ASSESSMENT

Category	Activity	Assistant Professor / equivalent cadres: (Stage 1 to Stage 2)	Assistant Professor / equivalent cadres: (Stage 2 to Stage 3)	Assistant Professor (Stage 3) to Assoc. Professor/equivalent cadres (Stage 4)
I	Teaching-learning, Evaluation Related Activities	80/Year	80/year	75/year
II	Professional Development and Extension activities - Minimum score required to be assessed cumulatively	50/ Assessment period	50/ Assessment period	50/ Assessment period



09 MAR 2023

III	Research and Academic Contributions- Minimum Score required - to be assessed cumulatively	20/ Assessment period	50/ Assessment period	75/ Assessment period
II + III	Minimum total API score under Categories II and III*	90/ Assessment period	120/ Assessment period	150/ Assessment period
IV	Expert Assessment system	Screening cum evaluation committee	Screening Cum evaluation committee	Selection Committee
	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Research Contribution 50% - Assessment of domain knowledge & teaching practices. 20% - Interview performance

* Teachers may score the balance of points from either Category II or Category III to achieve the minimum score required under Category II + III.

APPENDIX-III - TABLE: III

(Please refer to UGC notification no. F.1-2/2016 dated 11th July, 2016)

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS IN COLLEGES

Sl.	Promotion of Teachers through CAS	Service requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1.	Assistant Professor/ Equivalent cadres from Stage 1 to Stage 2	Assistant Professor in Stage 1 and completed four years of service with Ph.D. or five years of service who are with M.Phil / PG Degree in Professional Courses such as LLM, M.Tech, M.V.Sc., M.D., or six years of service who are without Ph.D/ M.Phil / PG Degree in	(i) Minimum proforma developed by the UGC as per the norms provided in Table II (A). (ii) One Orientation and one Refresher course/ Research Methodology Course of 2/3 weeks duration. (iii) Screening cum Verification process for recommending promotion.



09 MAR 2023

Page 8 of 30

Authenticated
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		Professional courses	
2.	Assistant Professor/equivalent cadres from Stage 2 to Stage 3	Assistant Professor with completed service of five years in Stage 2.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II(A) (ii) One course / programme from among the categories of refresher courses, methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of 2/3 week duration. (iii) Screening cum Verification process for recommending promotion.
3.	Assistant Professor (Stage 3) to Associate Professor (Stage 4)	Assistant Professors with three years of completed service in Stage 3.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). (ii) At least three publications in the entire period as Assistant Professor (twelve years). However, in the case of College teachers, an exemption of one publication may be given to M. Phil. holders and an exemption of two publications may be given to Ph. D. holders. (iii) One course / programme from among the categories of methodology workshops, Training, Teaching-Learning -Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of minimum one week duration. (iv) A selection committee process as stipulated in the regulation and in Tables II(A).

APPENDIX- III TABLE VII

(Please refer to UGC notification no. F.1-2/2016 dated 11th July, 2016)

ACADEMIC PERFORMANCE INDICATORS (API) FOR PROMOTIONS OF ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN UNDER CAREER ADVANCEMENT SCHEME (CAS).

Direct Work load and weightage to be given to different levels of Librarians

	Direct working hours per week	Direct working hours per week
Assistant Librarian/College Librarian (Stage 1 to 2 & Stage 2 to 3)	40	100
Assistant Librarian / College Librarian (Stage 3 to 4)	36 + 4*	90

Based on the Librarian Cadre's self-assessment, API scores are proposed for (a) Library resources organization and maintenance of books, journals, reports, Development, organization

09 MAR 2023

Page 9 of 30

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Principal

Gokhale Memorial Girls' College

and management of e-resources; User awareness and instruction programmes, (b) ICT and other new technologies' application for upgradation of library services and

(c) Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms. The minimum API score required by Library Personnel from this category is different for different levels of promotion. The self assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

*Hours spent on administrative responsibilities, innovation, upgradation of services, extension services etc.

CATEGORY-I: PROCUREMENT, ORGANIZATION, AND DELIVERY OF KNOWLEDGE AND INFORMATION THROUGH LIBRARY SERVICES

Nature of Activity	Assistant Librarian/College Librarian (Stage 1 to 2 & Stage 2 to 3)		Assistant Librarian/College Librarian (Stage 3 to 4)	
	Max. Score	Actual Score	Max. Score	Actual Score
<p>a) Library resources organization and maintenance of books, journals, reports; Provision of library reader- services, literature retrieval services to researchers and analysis of reports; Provision of assistance to the departments of University/College with the required inputs for preparing reports, manuals and related documents; Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters, etc. (40 Points)</p> <p>Development, organization and management of e-resources including their accessibility over Intranet/Internet, digitization of library resources, e-delivery of information, etc. (15 Points)</p> <p>User awareness and instruction programmes (Orientation lectures, users' training in the use of library services as e-resources, OPAC; knowledge resources user promotion programmes like organizing book exhibitions, other interactive latest</p>	70	Actual Score (Actual hours spent per Academic Year +20)	60	Actual Score (Actual hours spent per Academic Year +20)



09 MAR 2023

learning resources, etc. (15 Points)				
b) ICT and other new technologies' application for upgradation of library services such as automation of catalogue, learning resources procurement functions, circulation operations including membership records, serial subscription system, reference and information services, library security (technology based methods such as RFID, CCTV), development of library management tools(software), Intranet management	15	Actual Score (Actual hours spent per Academic Year +10)	15	Actual Score (Actual hours spent per Academic Year +10)
c) Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms	15	Actual Score (Actual hours spent per Academic Year +10)	15	Actual Score (Actual hours spent per Academic Year +10)

CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the Librarian Cadre's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian / College Librarian to higher grades and selection committee for the promotion of Assistant Librarian/College Librarian (Stage 3) to Assistant Librarian / College Librarian (Stage 4).

Nature of Activity	Maximum API Score	Actual Score
a) Student related co-curricular, extension and field based activities (such Cultural exchange and Library service Programmes (various level of extramural and intramural programmes); extension, library-literary work through different channels.	15	Actual hours spent per academic year +10
b) Contribution to Corporate life and management of the library units and institution through participation in library and administrative committees and responsibilities.	15	Actual hours spent per academic year +10

11 MAR 2023

c) Professional Development activities (such as participation in seminars, conferences, short term, e-library training courses, workshops and events, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below)	15	Actual hours spent per academic year +10
---	----	--

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the self-assessment, API scores are proposed for research and library contributions. The minimum API scores required from this category are different for different levels of promotion in universities/colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian/College Librarian to higher grades and Selection Committee for the promotion of Assistant Librarian/College Librarian (Stage 3 to Stage 4).

Category	Activity	University/College Librarian	Maximum score*
III (A)	Research Papers published in:	Refereed Journals as notified by the UGC#	25 per Publication
		Other Reputed Journals as notified by the UGC#	10 per Publication
III (B)	Publications other than journal articles (books, chapters in books)	Text/Reference, Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	30 per Book for Single Author
		Subject Books, published by National level publishers, with ISBN/ISSN number or State/Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC	20 per Book for Single Author
		Subject Books, published by other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimate to UGC	15 per Book for Single Author
		Chapters in Books published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimate to UGC	International-10 per Chapter National - 5 per Chapter
III (C)	RESEARCH PROJECT		
III (C) (i)	Sponsored Projects:	(a) Major Projects with grants above Rs. 5 lakhs	20 per Project



09 MAR 2023

		(b) Major Projects with grants above Rs. 3 lakhs up to Rs. 5 lakhs	15 per project
		(c) Minor Project with grants above Rs. 1 lakh up to Rs.3 lakhs	10 per project
III (C) (ii)	Consultancy Projects	Amount mobilized with a minimum of Rs.. 2 lakhs	10 for every Rs. 2 lakhs
III (C) (iii)	Projects Outcome/ Outputs	Major policy document prepared for International bodies like WHO/UNO/UNESCO/UNICEF etc. Central / State Govt./ Local bodies prepared	Major policy document of International bodies – 30 Central Government – 20, State Govt.-10 Local bodies – 5
III (D)	RESEARCH GUIDENCE		
III (D) (i)	M. Phil.	Degree awarded	5 per candidate
III (D) (ii)	Ph.D.	Degree awarded / Thesis submitted	15/10 per candidate
III (E)			
III (E)(i)	Awards Fellowship /	International Award/Fellowship from academic bodies	15 per Award/15 per Fellowship
	Awards Fellowship /	National Award/Fellowship from academic bodies/ association	10 per Award/10 per Fellowship
	Awards Fellowship /	State/University level award from academic bodies/ association	5 per Award
III (E)(ii)	Invited lectures/ papers	International	7 per lecture/ 5 per paper presented
		National level	5per lecture/3 per paper presented
		State/University level	3 per lecture/2 per paper presented
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period			
III (E)(iii)	Development of e-learning delivery process/material		10 per module

* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the

09 MAR 2023



First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

The University shall identify the journal subject wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journal approved from the list, by the UGC Standard Committee shall be included "List of Journal" notified by the UGC.

APPENDIX - III TABLE - VII (A)

(Please refer to UGC notification no. F.1-2/2016 dated 11th July, 2016)

MINIMUM API_s FOR THE CAREER ADVANCEMENT SCHEME (CAS) OF PROMOTION OF FOR PROMOTIONS OF ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES, IN COLLEGES

Category	Activity	Assistant/ College Librarian: (Stage 1 to Stage 2)	Assistant/ College Librarian: (Stage 2 to Stage 3)	Assistant/ College Librarian (Stage 3 to Stage 4)
I	Procurement, organization, and delivery of knowledge and information through Library services	80/Year	80/year	75/year
II	Professional Development and Extension activities - Minimum score required to be assessed cumulatively	50/ Assessment period	50/ Assessment period	50/ Assessment period
III	Research and Academic Contributions- Minimum Score required - to be assessed cumulatively	20/ Assessment period	50/ Assessment period	75/ Assessment period
II + III	Minimum total API score under Categories II and III*	90/ Assessment period	120/ Assessment period	150/ Assessment period
	Expert Assessment system	Screening cum evaluation committee	Screening cum evaluation committee	Selection Committee
IV ¹	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Library related research papers evaluation 50% - Assessment of domain knowledge on Library automation and Organizational skills 20% - Interview performance

* One may score the balance of points from either Category II or Category III to achieve the minimum score required under Category II + III.



09 MAR 2023

Page 14 of 30

Authenticated

Chandra
Principal

Gokhale Memorial Girls' College

APPENDIX-III - TABLE: IX

(Please refer to UGC notification no. F.1-2/2016 dated 11th July, 2016)

**MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR
PROMOTION OF LIBRARIAN CADRES IN COLLEGES**

S N	Promotion of Librarian Cadres through CAS	Service (as prescribed by the MHRD Notification) requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant Librarian/College Librarian to Assistant Librarian (Senior Scale)/College Librarian (Senior Scale) (Stage 1 to Stage 2)	Assistant Librarian/College Librarian completed four years of service in Stage 1 with Ph. D or five years of service in Stage 1 with Ph.D or five years of service with M.Phil or six years of service without Ph.D/M.Phil	(i) Minimum API scores using PBAS scoring proforma developed by the university as per the norms provided in Table VIII(A) of Appendix III for Librarian cadres in universities and for college Librarian cadres. (ii) One Orientation and one Refresher Course of 3/4 weeks duration (iii) Screening cum Verification process for recommending promotion.
2	Assistant Librarian (senior scale) / College Librarian (senior scale) to Assistant Librarian (selection grade) / College Librarian (selection grade) (Stage 2 to Stage 3)	Assistant Librarian (senior scale)/College Librarian (senior scale) with completed service of five years in Stage 2	(i) Minimum API scores using the PBAS scoring proforma developed by University as per the norms provide in Table VIII(A) of Appendix III for Librarian Cadres in universities and for college Librarian cadres. (ii) Additionally, two refresher courses, for a minimum period of 3 to 4 week duration to have been undergone during the assessment period. (iii) Screening cum Verification process for recommending promotion.
3	Assistant Librarian (Selection Grade)/College Librarian (Selection Grade) (stage 3 to stage 4)	Deputy Librarian/Assistant Librarian (Selection Grade)/College Librarian (selection Grade) with three years of completed service in stage 3.	(i) Minimum API scores using the PBAS scoring proforma developed by university as per the norms provided in Table VIII (A) of Appendix- III Three publications over 12 years. In Colleges, a exemption of one publication may be given to M. Phil. holders and an exemption of two publications may be given to Ph.D. holders. (ii) Additionally one course/training under the categories of Library automation/Analytical tool Development for Academic documentation. (iii) A selection committee process as stipulated in the regulation and in Tables VIII(A).



09 MAR 2023

Note: The explanatory note provided for Table IIA for CAS for teachers is also applicable for the Librarian cadres as per the API score specified for this cadre.

A format for Annual Self-Assessment for the performance Based Appraisal System (PBAS) in respect of Teachers is annexed for ready references to frame the same for Assistant/College Librarian in Colleges.

ANNEXURE (B)

To G.O. No. 1373-Edn (CS) dated 07.12.2017

This **FORMAT** for Annual Self-Assessment for the Performance Based Appraisal System (PBAS) is required to be filled up at the end of each Academic Year during the period of promotion and filled in Format along with all documents will be placed to the Screening / Selection Committee after duly approved by the IQAC and Principal/TIC/OIC of the concerned college.


Annual Self-Assessment for the performance Based Appraisal System (PBAS)

Session/ Year _____

(To be completed and submitted at the end of each academic year)

PART A: GENERAL INFORMATION

1. Name (Block letters) :
2. Father's /Mother's name/
Husband's name :
3. Department :
4. Current Designation & Grade Pay :
5. Date of last Promotion :
6. Address for correspondence :
(with pin code)
7. Permanent Address :
(with pin code)
Telephone No.:
E-mail:
8. Whether acquired any degrees or fresh academic qualifications during the year:
9. Academic Staff College Orientation/ Refresher Course attended during the year:



Name of the Course/Summer School	Place	Duration	Sponsoring Agency

10. Date of Appointment :
11. For which position & AGP you are applying under CAS :
12. Date of eligibility for Promotion :
13. Educational Qualification (Graduation onwards):

09 MAR 2023

Examination	Name of the University	Year of passing	Marks obtained (%)	Class/grade
BA/B.Sc/ B.Com.				
MA/M.Sc/ M.Com.				
Other examination, if any				

14. Research Degree(s):

Degree	Name of the University	Date of award	Title
M.Phil			
Ph.D/ D.Phil			
D.Sc/ D.Lit			

15. Details of Teaching/ Research/Academic Experience:

Designation	Employer	Period of service From To	Scale of pay

I declare that the particulars given above are correct to the best of my knowledge and belief.

Signature of the Candidate

All entries made above are checked and verified and found to be correct.

Signature of the Co-ordinator, IQAC

Date:

Seal:

Signature of the Principal/TIC

Date:

Seal:

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Chandras
Principal

Gokhale Memorial Girls' College



Part B: Academic Performance Indicators (API)

(Please see detailed instruction of the PBAS-I Proforma before filling out this section)

CATEGORY 1: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

(a) Direct teaching (16/14) hours per week as applicable) including Lectures, Tutorials, Practical, Project Supervision and Field work

Sl. No.	Course/Paper	Level	Mode of Teaching*	Actual hours spent per Academic Year	Actual Score (Actual hours spent per Academic Year +7.5 for Assistant Prof. & + 7.75 for Associate Prof.)	API Score
	Maximum API Score :					
	i) Assistant Professor Stage I :					
	70					
	ii) Assistant Professor Stage II :					
	70					
	iii) Assistant Professor Stage III:					
	70					

* Lectures, Tutorials, Practical, Project Supervision and Field Work

• Workload as per UGC Regulations 2016:

	Direct Teaching Hours per week
Assistant Professor	16
Associate Professor	14

b) Examination duties (question paper setting, evaluation of answer scripts) as per allotment

Sl. No.	Type of Examination Duties	Actual hours spent per Academic Year	Actual Score (Actual hours spent per Academic Year + 10 for all Teachers)	API Score



09 MAR 2023

	Maximum API Score : i) Assistant Professor Stage I : 20 ii) Assistant Professor Stage II : 20 iii) Assistant Professor Stage III : 20			

(c) Innovative teaching- learning methodologies; updating of subject content/ course, mentoring etc.

- (a) Updating of Courses/Curriculum Design:
- (b) Participation/Innovative – Interactive courses:
- (c) Participn./Innovative – Learning Modules
- (d) Participn./Innovative – Case Studies prepared:
- (e) Use of ICT or Computer-aided methods – ppt:
- (f) Use of ICT – Multi-media/Simulation etc:
- (g) Dev/Teaching Remedial/Bridge Courses:
- (h) Dev/Teaching Soft skill/Communication/Personality Dev:
- (i) Special Programs in Phys. Edn./Library:
- (j) Innovative Composition/Creation in Music, Fine Arts, Perf Arts:
- (k) Organizing & cond. of popular Prog. /Teaching Web-based/E-Library/IT-asst teaching:

Sl. No.	Short Description (in terms of items) as listed above	Actual hours spent per Academic Year	Actual Score (Actual hours spent per Academic Year $\div 10$)	API Score
	Maximum API Score : i) Assistant Professor Stage I : 10 ii) Assistant Professor Stage II : 10 iii) Assistant Professor Stage III : 10			



09 MAR 2023

In consonance with established academic and teaching traditions, and with a view to reinforcing a student-centric and caring approach the teachers are encouraged to work with students, beyond the structure of classroom teaching. Indicatively, this could entail mentoring, guiding and counseling students. In particular teachers would be the best placed to identify and address the needs of students who may be differently abled, or require assistance to improve their academic performance, or to overcome a disadvantage. There are no prescribed hours for such efforts, measured either in weeks or months, or in the context and calculation of the API scores, these are nevertheless important and significant activities that could be carried out by teachers.

Minimum API Score required for promotion under CAS for CATEGORY I (to be assessed yearly):

i)	Stage I to II	80/ Year
ii)	Stage II to III	80/Year
iii)	Stage III to IV	75/Year

CATEGORY 2: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITY

Sl.No.	Type of Activity	Actual hours spent per Academic Year	Actual Score (Actual hours spent per Academic Year $\times 10$) [*]	API Score
(a)	Student related Extension, Co-curricular & field based Activities			
	i) Discipline related co-curricular activities (e.g. remedial classes, career counseling, study visit, student seminar and other events.)			
	ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.)			
	iii) Extension and dissemination activities (public /popular lectures/talks/seminars)			
	(Max API Score : 15)			
(b)	Contribution to Corporate life and management of the sports units and institution through participation in through participation in responsibilities(including as Principal / Director responsibilities(including as Principal / Director that require regular office hrs for its discharge)			
	i) Administrative Responsibility (including Dean/Principal/Chairperson/Convenor/Teacher-in-charge/ similar other duties that require regular Office hours for its discharge)			

09 MAR 2023



	iii) Participation in Board of Studies, Academic and Administrative committees			
	(Max API Score : 15)			
(c)	Professional Development activities (such as participation in seminars activities (such as participation in seminars talks, lectures in refresher / faculty development courses membership of associations, dissemination and general articles and any other contribution)			
	(Max API Score : 15)			
	*For all categories of Teachers (Assistant/Associate)			
	Total Score (a + b + c) (Max : 45)			

Minimum API Score for CATEGORY II, required to be assessed cumulatively –

i)	Stage I to II	50/Assessment Period
ii)	Stage II to III	50/Assessment Period
iii)	Stage III to IV	50/Assessment Period

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS:

Minimum API Score for CATEGORY III, required to be assessed cumulatively –

i)	Stage I to II	20/Assessment Period
ii)	Stage II to III	50/Assessment Period
iii)	Stage III to IV	75/Assessment Period

III (A) Research Papers Published in

- Refereed Journals as notified by UGC in 'List of Journals' –
25/publication

-Other Reputed Journals as notified by UGC in 'List of Journals' -10 per publication

SL No.	Title with page no.	Journal	ISSN/IS BN No.	Whether peer Reviewed. Impact factor, if any	No. of Co-author	Whether you are the main author	API score



* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

III (B) Publications other than journal articles (books, chapters in books) as prescribed in UGC Regulation 2016.

- Text /Reference Books published by International Publisher with ISBN/ISSN number as approved by University : 30 per book for single author
- Subject Books published by National level Publisher with ISBN/ISSN number or State /Central Govt. Publications as approved by University :20 per book for single author
- Subject Books published by other local Publisher with ISBN/ISSN number as approved by University :15 per book for single author
- Chapter in Books published by National /International level Publisher with ISBN/ISSN number as approved by University :
International -10 per chapter
National – 05 per chapter

Sl. No.	Title of the publication with page no. and year of publication	Name of the of publisher	ISSN/ ISBN No.	No. of Co-author	Whether you are the main author	API score

III (C) RESEARCH PROJECTS

III (C) (i) Sponsored Projects:

- (a)Major Project with grants above Rs.30 lakhs (science)/above Rs.5 lakhs (Arts) - 20 per project
- (b) Major Project with grants Rs.05 lakhs up to Rs.30 lakhs (science)/Rs.03 lakhs up to Rs.05 lakhs (Arts) - 15per project
- (c) Minor Project with grants above Rs. 01 lakh up to Rs.05 lakhs (science)/Rs.01 lakh up to Rs.03lakhs (Arts) -10 per project

Sl. No.	Title of the Major /Minor Project	Sponsoring Agency	Period	Grant/ Amount mobilized	API score



09 MAR 2023

III (C) (ii) Consultancy Projects:

Amount Mobilized with a minimum of Rs.10 lakhs(Science)/Rs. 02 lakhs (Arts)- 10 for every Rs.10 lakhs and Rs.02 lakhs

Sl. No.	Title of the Consultancy Project	Agency	Period	Grant/ Amount mobilized	API score

III (C) (iii) Projects outcome/outputs

- **API score:**

Patent / Technology transfer / Product/Process (for Science)-

International level output--30 / each output

National level output--- 20/each output

(a) For Science: Patent / Technology transfer / Product/Process:

Sl. No.	Details of the Patent / Technology transfer / Product/Process	Date and year of acceptance of the patent/Technolo	National /International	API score

(b) For Arts: Major Policy document prepared for International bodies WHO/UNO/UNESCO/UNICEF ETC.) / Central/State Government /local Bodies

- Major Policy document prepared for International bodies like WHO/UNO/UNESCO/UNICEF etc. Central/State Government /local Bodies (for Arts)—

- Major Policy document prepared for International bodies- 30
- Central Government-20
- State Government --10
- Local Bodies---05



U 9 MAR 2023

Sl. No.	Title of Major Policy document prepared	Date and year of acceptance of the Major Policy documents	Name of the body for which the policy was prepared	International/ National/ Central Govt./State Govt./Local Bodies.	API score

III(D) Research Guidance

API Score – (i) Ph.D. awarded/ Thesis Submitted – 15 / 10 (for both Science & Arts) per candidate

(ii) M. Phil Degree Awarded/Thesis Submitted – 5 (for both Science & Arts)/ candidate.

Sl. No.	Number enrolled	Degree awarded	Thesis Submitted	API score
	M.Phil. or equivalent			
	Ph.D. or equivalent			

III(E) Fellowships, Awards and Invited lectures delivered in conferences/seminar

(III)E.(i) Fellowship /Award :

- International Award/Fellowship from academic bodies- 15/award & 15 / fellowship
- National Award/Fellowship from academic bodies- 10/award & 10 / fellowship
- State /University level Award from academic bodies- 05/award

Sl. No.	Title of the Award /Fellowship	International /National/ State /University level	Name of the ward or Fellowship awarding Academic Body	Date & Year of achievement of Award/Fellowship	API Score



09 MAR 2023

III)E.(ii) Invited Lectures/papers.

- a) International-7/lecture or 5/paper presented
 b) National-5/lecture or 3/paper presented
 c) State /University level-3 /lecture or 2/paper presented

Sl. No.	Title of the invited lecture /paper presented	Title of Conference/ Seminar with date	Organized by	Whether International/ National/State or University	API score
	Total* :				

*The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period

i)	Stage I to II	04/Assessment Period
ii)	Stage II to III	10/Assessment Period
iii)	Stage III to IV	15/Assessment Period

III(F) Development of e-learning delivery process /material

API score -10/ Module

Sl. No.	Title of the Module	Course/Paper for which the module was prepared	Year and Date of presentation	API Score

Minimum total API scores required for promotion under CATEGORY I + CATEGORY II:

i)	Stage I to II	90/Assessment Period
ii)	Stage II to III	120/Assessment Period
iii)	Stage III to IV	150/Assessment Period



* Teachers may score the balance of points from either Category II or Category III to achieve the minimum score required under Category II + III

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C. K. Karpal
Principal

Gokhale Memorial Girls' College

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IV. Summary of API scores: Name of the applicant:

Subject:

	Criteria	API Score for previous 3/4/5/6 academic years as applicable for specific proposed stage of promotion from Stage I/II/III to Stage II/III/IV.				Total- API score for assessment period	Percentage Distribution of Weightage Points in the Expert Assessment (applicable only for selection committee)
I	CATEGORY I: Teaching, learning and evaluation related activities (to be assessed yearly)						
II	CATEGORY II: Co- curricular, extension and professional development related activity (to be assessed cumulatively for assessment period)						
III	CATEGORY III: Research and Academic Contributions (to be assessed cumulatively for assessment period)						
II + III	Total API score (Category II + Category III)/ Assessment Period)						
	Signature of the incumbent	Signature of the Coordinator, IQAC with date and Seal				Signature of the Principal /TIC / OIC with date and seal	
	Date of Screening Committee / Selection committee and Venue	Date:				Venue:	
	Recommendation of the Screening/Selection Committee for promotion on CAS with date of effect of promotion	<ul style="list-style-type: none"> Recommended for promotion from Stage I/II/III to Stage II/III/IV (Strike out which are not applicable) Date of effect 					
	Signature of the Principal/TIC/OIC with date and seal	Signature of the DPI Nominee with date and seal		Signature of the Subject Expert/s with date and seal		Signature of the Subject Expert/s with date and seal	



09 MAR 2023

Page 26 of 30

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[Signature]
Principal
Gokhale Memorial Girls' College

CAT III	CATEGORY III: Research and Academic Contributions (to be assessed cumulatively for assessment period)	CATEGORY III: Research and Academic Contributions (to be assessed cumulatively for assessment period)			
Recommendation of the Screening/Selection Committee for promotion on CAS with date of effect of promotion		Recommended for promotion from Stage I/II/III to Stage II/III/IV (Strikeout which are not applicable) • Date of effect			
Signature of the Principal/TIC/OIC with date and		Signature of the DPI Nominee with date and seal		Signature of the Subject Expert/s with date and seal	Signature of the Subject Expert/s with date and seal

Part C: For use of the Screening/ Selection Committee

Name of the College:

Date of the Meeting:

Venue:

Name of the Incumbent: Shri/Smt/Dr.

Present designation: Assistant Professor (Stage 1/ Stage 2/ Stage 3) of

Date of joining:

Awarded Ph. D. on:

Date of Confirmation:

Scale of Pay: Rs. 15600-39100/- with AGP of Rs. 6000 / 7000 / 8000

Designation after promotion: Assistant Professor (Stage 2 / Stage 3) / Associate Professor (Stage 4) Scale of Pay: Rs. 15600-39100/- or Rs. 37400-67000/- with AGP of Rs. 7000 / 8000 / 9000

Date of effect:

Score for Interview (for Stage 3 to Stage 4) [F.M. 20]:

The Screening/Selection Committee has considered the proposal for promotion under CAS in respect of the incumbent mentioned above from the post of Assistant Professor (Stage 1/ Stage 2/ Stage 3) to the post of Assistant Professor (Stage 2/ Stage 3) / Associate Professor (Stage 4). As the incumbent has fulfilled all conditions as laid down in G.O. No. dated for promotion under CAS, the Committee recommends that the incumbent be promoted to the post of Assistant Professor (Stage 2/ Stage 3) / Associate Professor (Stage 4) with AGP of 7000 /



09 MAR 2023

8000 / 9000 with effect from

The Committee further recommends that the post held by the incumbent be upgraded to the post of Assistant Professor (Stage 2/ Stage 3) / Associate Professor (Stage 4) with AGP of * 7000 / 8000 /

9000 with effect from and the same would be reverted back to the post of Assistant Professor (Stage 1) as soon as it would fallen vacant due to superannuation or any other reason.

Necessary particulars with all relevant documents be sent to the Government for approval.

Signature of the Expert with Date and Seal
(Nominated by the VC of the affiliating University)
affiliating University)

Signature of the Expert with Date and Seal
(Nominated by the VC of the

Signature of Govt. Nominee with Date and Seal
(Nominated by the DPI, West Bengal)

Signature of the Principal/ TIC of
College with Date and Seal

Part D: for use of the Governing Body / Administrator of the College

The Governing body in its meeting held on Resolved that on the basis of the recommendation of the screening/selection committee for the purpose of considering the matter of promotion under CAS, Sri/Smt./Dr..... of the Department of of this college be promoted to the post of Assistant/ Associate Professor in the scale of pay Rs. 15600/- - 39100/- or Rs. 37400/- - 67000/- with AGP of Rs. 7000/8000/9000 with effect from

.....
It is resolved that the post held by Sri/Smt./Dr. be upgraded to the post Assistant/ Associate Professor in the scale of pay Rs. 15600/- - 39100/- or Rs. 37400/- - 67000/- with AGP of Rs. 7000/8000/9000 and the same will be reverted to the post of Assistant Professor (Stage 1) as soon as it falls vacant.

Resolved further that the Principal/TIC/Secretary would take up the matter with the DPI, West Bengal by providing with the following in respect of the incumbent:

- All Pay Fixation memos countersigned by the Principal/TIC.
- Year-wise detailed leave statement countersigned by the Principal/TIC.

Date:

Signature of the President/ Administrator

Seal

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Principal
Principal
Gokhale Memorial Girls' College

Copy forwarded for information and for necessary action to:-

- (1) Accountant General, (A&E), West Bengal,
- (2) Finance Department, Group - P (Pay) of the State Government,
- (3) Finance Department (Group -B) of the State Government,
- (4) Director of Public Instruction, West Bengal, Bikash Bhavan, Kolkata - 91.
- (5) The Director of Treasuries and Accounts, 4, Lyons Range, Kolkata - 700 001.
- (6) The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kol-700012.
- (7) The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Jahar Building, Kolkata - 73.
- (8) The Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, IB Block, Sector III, Salt Lake City, Kolkata - 106.
- (9) The Treasury Officer, _____ Treasury,
- (10) Joint Secretary, Budget Branch of this Department,
- (11) Joint Secretary, College Sponsored Branch of this Department,
- (12) P.S. to Hon'ble MIC, Higher Education Department, Government of West Bengal.
- (13) Sr. P.A. to the Additional Chief Secretary of this Department,
- (14) Sr. P.A. to the Secretary of this Department,
- (15) Computer Cell of this Department,
- (16) Guard File.

Joint Secretary



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Authenticated
C. K. Das
Principal
Gokhale Memorial Girls' College



**Faculty Development Programme (FDP)- Information and
Communication Technology (ICT)**

UNIVERSITY GRANTS COMMISSION
HUMAN RESOURCE DEVELOPMENT CENTRE (HRDC)
UNIVERSITY OF CALCUTTA



ज्ञान-विज्ञान विमुक्तये



UGC - SPONSORED REFRESHER COURSE

This is to certify that

Sk. Sariful Islam

(Name of the Participant)

Assistant Professor

(Designation)

Gokhale Memorial Girls' College

(College / University)

Kolkata

(Place)

University of Calcutta

(Affiliated to University)

participated in the **REFRESHER COURSE** in **TEACHER EDUCATION** from
6th March 2018 to 26th March 2018 and Obtained Grade A

Authenticated

[Signature]
Principal

Gokhale Memorial Girls' College

[Signature]

Director

[Signature]
26.03.2018

[Signature]
28 Mar 2018

Course Coordinator (s)

[Signature]
04 JAN 2018

Registrar / Vice Chancellor



CALCUTTA MATHEMATICAL SOCIETY


AE-374, SALT LAKE (SECTOR-1), KOLKATA-700 064
NATIONAL LEVEL TEACHERS' ENRICHMENT WORKSHOP
IN MATHEMATICAL SCIENCES
(NLTEWMS-2018)


May 23 - June 06, 2018

APPROVED BY THE DEPARTMENT OF HIGHER EDUCATION,
GOVT. OF WEST BENGAL, INDIA


(In academic collaboration with The (Indian) Mathematics Consortium, Pune)

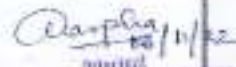
This is to certify that Professor / Dr. / Mr. / Ms. *Mala Bhattacharjee*
of *Sankha Memorial*
'Girls' College, Kolkata
participated in the NLTEWMS- 2018 organized by the Calcutta Mathematical Society in joint
collaboration with The (Indian) Mathematics Consortium, Pune.


Prof. R. Roychoudhury
President
CMS


Prof. A. Bhattacharyya
Joint Convener
NLTEWMS-2018




Prof. K. Ghosh
Joint Convener
NLTEWMS-2018


Prof. S. Saha
Secretary
CMS

Date : June 26, 2018
Kolkata - 700 064

K. S. Ghosh

UNIVERSITY GRANTS COMMISSION

HUMAN RESOURCE DEVELOPMENT CENTRE

ACCREDITED BY NAAC WITH GRADE A



ENLIGHTENMENT TO PERFECTION

UNIVERSITY OF NORTH BENGAL

RAJA RAMMOHUNPUR, DAKSHINESH

UGC SPONSORED REFRESHER COURSE

Certificate of Participation

This is to certify that

Dr. Newton Biswas, Assistant Professor of Education, Gokhale Memorial Girls' College, Kolkata, West Bengal participated in the Refresher Course in Teacher Education from January 04, 2019 to January 24, 2019 and obtained Grade A

DATE: 24.01.2019

MSL DAKSHINESH


COURSE COORDINATOR


DIRECTOR


VICE-CHANCELLOR




Principal
Gokhale Memorial Girls' College

Newton Biswas 24/1/20

UNIVERSITY GRANTS COMMISSION

HUMAN RESOURCE DEVELOPMENT CENTRE

ACCREDITED BY NAAC WITH GRADE A



ENLIGHTENMENT TO PERFECTION

UNIVERSITY OF NORTH BENGAL

DAHA BANGSHEEPUR, DAKSHIN

UGC SPONSORED REFRESHER COURSE

Certificate of Participation

This is to certify that

Gokul Saha, Assistant Professor of Mathematics, Gokhale Memorial Girls' College, Kolkata, West Bengal participated in the Refresher Course in Mathematics (Mathematics: Aesthetic pleasure, Stern perfection & Supreme beauty) from August 01, 2019 to August 14, 2019 and obtained Grade A+

DATE: 14.08.2019

NRU, DARJEELING

S. Saha
COURSE COORDINATORS

Angotika Chakraborty
DIRECTOR

S. Saha
VICE-CHANCELLOR

Gokul Saha



Angotika Chakraborty
Principal

Gokhale Memorial Girls' College

UNIVERSITY GRANTS COMMISSION

HUMAN RESOURCE DEVELOPMENT CENTRE
THE UNIVERSITY OF BURDWAN, BURDWAN



UGC-SPONSORED ORIENTATION COURSE Certificate of Participation

This is to certify that

Mr/ Ms/ Dr Newton Biswas, Asst. Professor
Gokhale Memorial Girls College, Kolkata, affiliated to Kolkata
University (College/ University) (Place)

Participated in the 115th Orientation Course in _____
from 8th August 2019 to 28th August 2019 and obtained Grade A⁺

Burdwan

Date:

28.08.2019

Prasad
DIRECTOR

AB
COURSE CO-ORDINATOR

28
REGISTERED, HOD-ORIENT



Newton Biswas
2/10/20

Prasad
Gokhale Memorial Girls College

UNIVERSITY GRANTS COMMISSION
HUMAN RESOURCE DEVELOPMENT CENTRE (HRDC)
UNIVERSITY OF CALCUTTA



UGC-SPONSORED INTERDISCIPLINARY REFRESHER COURSE

This is to certify that

GOUTAM MAHATA

(Name)

ASSISTANT PROFESSOR

(Designation)

GOKHALE MEMORIAL GIRLS' COLLEGE

(College / University)

KOLKATA

(Place)

UNIVERSITY OF CALCUTTA

(Affiliated to University)

PARTICIPATED IN THE INTERDISCIPLINARY REFRESHER COURSE IN CHEMICAL
SCIENCES, ENGG. & TECHNOLOGY FROM 26 AUGUST- 09 SEPTEMBER, 2019 AND
OBTAINED GRADE A⁺



Chandra
Principal
Gokhale Memorial Girls' College

[Signature]

Director

[Signature]

Course Coordinator(S)

[Signature]

Registrar/Vice Chancellor

G. K. Mahata
17/11/22

UNIVERSITY GRANTS COMMISSION
Human Resource Development Centre (HRDC)
Jadavpur University
Kolkata



UGC Sponsored Short Term Course

This is to certify that Shampa Sarkar Assistant Professor II
(Name of the Participant) (Designation)

Gokhale Memorial Girls' College Kolkata
(College/University) (Place)

affiliated to Calcutta University, has participated

in the Short Term Course entitled Counseling & Stress Management from 12th September, 2019 to 18th September 2019.

organized by Centre for Counseling Services and Studies in Self Development (CCSSS), Jadavpur University.

Shampa Sarkar
18/9/19

Director

Date: 18th September, 2019

Shampa Sarkar
18/9/19

Principal
Gokhale Memorial Girls' College



Suman K. Mandal
Coordinator

UNIVERSITY GRANTS COMMISSION
HUMAN RESOURCE DEVELOPMENT CENTRE (HRDC)
RANCHI UNIVERSITY, RANCHI



UGC-SPONSORED REFRESHER COURSE IN
'HINDI'

This is to certify that

Dr. Palash Biswas

Asst. Prof., Dept. of Hindi

Gokhale Memorial Girls' College, Kolihata

University of Calcutta, West Bengal

Participated in the Refresher Course in Hindi

from 10/12/2019 to 23/12/2019

and obtained Grade - A

Palash Biswas
07/01/2022



Dr. K. K. Paul

Principal

Gokhale Memorial Girls' College

[Signature]
(DIRECTOR)

[Signature]
(COURSE CO-ORDINATOR)

[Signature]
VICE CHANCELLOR

UNIVERSITY GRANTS COMMISSION
HUMAN RESOURCE DEVELOPMENT CENTRE (HRDC)
UNIVERSITY OF CALCUTTA



UGC- SPONSORED ORIENTATION PROGRAMME

This is to certify that

SK SARIFUL ISLAM

(Name)

ASSISTANT PROFESSOR

(Designation)

GOKHALE MEMORIAL GIRLS COLLEGE

(College / University)

KOLKATA

(Place)

UNIVERSITY OF CALCUTTA

(Affiliated to University)

PARTICIPATED IN THE ORIENTATION PROGRAMME 129 FROM 4-24 FEBRUARY, 2020 AND
OBTAINED GRADE A

Authenticated.

Principal
Gokhale Memorial Girls' College



Director

01 JAN 2023
Principal

Course Coordinator(S)

Registrar/Vice Chancellor

REGISTRAR
UNIVERSITY OF CALCUTTA



verify using
QR Code



CERTIFICATE OF COMPLETION



This is awarded to **Newton Biswas**
for successful completion of **One Week Online Faculty Development
Programme on Moodle: Learning Management System** organized by
*Dr. G. Y. Pathrikar College of Computer Science and Information Tec-
-hnology, MGM University, Aurangabad* in Association with **Spoken
Tutorial Project IIT Bombay** during **7 May-12 May 2020** with **CGPA 86.67**

Dr. Siddharth Dabhade

FDP Technical Staff,
DGYPCCSIT, MGM University, A'bad

Dr. Majharoddin Kazi

FDP Coordinator,
DGYPCCSIT, MGM University, A'bad



Dr. Prapti Deshmukh

FDP Convenor & Principal,
DGYPCCSIT, MGM University, A'bad

Principal,
Dr. G. Y. Pathrikar College
of Computer Science & Information Technology

Dr. G. Y. Pathrikar
Principal



ONLINE TRAINING PROGRAMME on
INCLUSIVE EDUCATION: BEST PRACTICES



Organized by

Centre for Studies & Educational Research (CDSER)
(Under the aegis of School of Education (SoE))
Netaji Subhas Open University (NSOU), Kolkata, West Bengal

With the support of

Commonwealth Educational Media Centre for Asia (CEMCA), New Delhi

Certificate of Participation

This is to certify that Dr Newton Biswas, Assistant Professor, Gokhale Memorial Girls' College, West Bengal has actively participated in the Two Weeks Online Training Programme on "INCLUSIVE EDUCATION: BEST PRACTICES" held during 17th to 31st May 2020.

Dr. Atindranath Dey
Coordinator, CDSER &
Director, SoE, NSOU

Prof. Sumanata Chattaraj
Programme Coordinator
CDSER, SoE, NSOU

Dr. Manas Ranjan Panigrahi
Senior Programme Officer, Education
CEMCA



*Newton Biswas
2/12/20*

Dimple
Principal
Gokhale Memorial Girls' College

National Level Online Faculty Development Programme

Entitled

"Paradigm Shift in Teaching-Learning Pedagogy & Scope of Research Methods in Post COVID Era"

Organized by



Department of Education & IQAC, East Calcutta Girls' College, Kolkata

CERTIFICATE OF PARTICIPATION

This is to certify that **Dr. Krishnakali Roy**, Assistant Professor of **GOKHALE MEMORIAL GIRLS' COLLEGE** has participated in the National Level Online Faculty Development Programme Entitled "Paradigm Shift in Teaching-Learning Pedagogy & Scope of Research Methods in Post COVID Era" from June 09, 2020 to June 15, 2020 and obtained Grade A.

Sanku Barua
Dr. Mrs. Sanku Barua
Patron

Biswajit Nath
Mr. Biswajit Nath
FDP Co-ordinator

Prof. Ashwesh Senastava
FDP Director

Paschali Majumdar
Dr. Paschali Majumdar
IQAC Coordinator

Prof. Ashwesh Kumar Pal
FDP Director

Krishnakali Roy



Krishnakali Roy
Principal
Gokhale Memorial Girls' College



ST. CLARE'S COLLEGE
BANGALORE

GSCCKBK/2018/185

CERTIFICATE


OF PARTICIPATION

DR. KRISHNAHALI ROY

GOKHALE MEMORIAL GIRLS' COLLEGE

Has participated in the One-Week Online National Level FDP
organized by Department of Commerce on Research Methodology
using SPSS & Art of Writing a Research Proposal
from June 18, 2018 to June 20, 2018.


Head of Institution
Gokhale Memorial Girls' College


Head of Institution
Gokhale Memorial Girls' College



Principal
Gokhale Memorial Girls' College

Krishnaiah Roy





IQAC MORIJNAH COLLEGE

Imparting Quality Education

In Collaboration with

INDIAN ECONOMIC ASSOCIATION



CERTIFICATE OF PARTICIPATION

is awarded to

Krishnakali Roy

for participating in the International Multidisciplinary Webinar cum Faculty Development Programme on **"PANDEMIC, LIFE AND DEVELOPMENT: PRESENT CHALLENGES AND FUTURISTIC RESILIENCE OF HUMANKIND"** organised by IQAC Morijnah College in collaboration with Indian Economic Association on 17th and 24th June 2020.



Krishnakali Roy

Principal

Krishnakali Roy
Principal
Morijnah College

Krishnakali Roy

[Signature]
DR. LILA SANTA BISHNAGUR
Principal
Morijnah College

[Signature]
DR. R. P. CHANDRASEKHAR
General Secretary
Indian Economic Association

[Signature]
MR. RAJEEV KUMAR SAHOTA
Secretary
IQAC

[Signature]
DR. SUMAN KUMAR SAHOTA
Faculty, Krishnakali Roy Institute of Education
and Technology, IIT



Ministry of Human Resource Development
Government of India

Teaching Learning Centre
Ramanagar College
University of Calicut

MINISTRY OF HUMAN RESOURCE DEVELOPMENT
GOVERNMENT OF INDIA
NATIONAL ACADEMY OF EDUCATION

Certification

This is to certify that

Dr. Krishnakali Roy

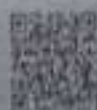
of

GOKHALE MEMORIAL GIRLS' COLLEGE

successfully completed One Week Faculty Development Programme on

'Entrepreneurship, Incubation and Innovation'

from June 23 - June 29, 2020.



[Signature]

Dr. S.P. AGGARWAL
(Principal)

Dr. Mahendra Patel
(Coordinator)

[Signature]
Principal
Gokhale Memorial Girls' College

Krishnakali Roy





AMITY UNIVERSITY

KOLKATA

ESTABLISHED 1989
WISDOM BETTER



CERTIFICATE OF PARTICIPATION

This is to certify that [✓] MD IQBAL SULTAN
has attended the five days Faculty Development Programme on "Sustainable Built Environment in the Face of COVID-19" during 5th July to 10th July & 13th July to 15th July, 2020 organised by Amity School of Architecture and Planning, Amity University Kolkata in collaboration with Centre for Science and Environment, New Delhi.

MD Iqbal Sultan
09.07.20

Raymond Sarmen

Raymond Sarmen
Programme Director, Sustainable Buildings
and Habitat Programme (SDH-PS),
Centre for Science and Environment

Chandana
Principal
Gokhale Memorial Girls College

Prof. Sonu Gupta
Principal, Amity School of
Architecture & Planning



Prof. (Dr.) Ananta Choudhary Bhattacharya
Principal, Amity School of
Architecture & Planning

Ananta Choudhary Bhattacharya



UGC-HUMAN RESOURCE DEVELOPMENT CENTRE
UNIVERSITY OF HYDERABAD



CERTIFICATE OF PARTICIPATION

This is to certify that
Dr. KRISHNAKALI ROY, Assistant Professor
GOKHALE MEMORIAL GIRLS' COLLEGE
has successfully completed the
Refresher Course on Research Methodology for Faculty of Social Sciences
organized by Human Resource Development Centre, University of Hyderabad during
20th July 2020 to 1st August 2020 and obtained grade 'A'.



[Signature]

Principal
Gokhale Memorial Girls' College

[Signature]

Prof. B. RAM SHERMA
Course Coordinator

CHAIRPERSON: DISTANCE EXAMST

[Signature]
Prof. K. NARASIMHAIAH
Director

Grade 'A'
27% and above

Grade 'B'
20% to 26% and above
upto 26%

Grade 'C'
13% to 19% and above
upto 19%

Grade 'D'
10% to 12% and above
upto 12%

Grade 'F'
Below 10%

Krishnakali Roy



UGC-HUMAN RESOURCE DEVELOPMENT CENTRE
(ACADEMIC STAFF COLLEGE)
OSMANIA UNIVERSITY (NAAC WITH A+)
HYDERABAD TELANGANA




E - Certificate of Participation

This is to certify that Dr Md Iqbal Sultan, Assistant Professor, Geography, Gokhale Memorial Girls' College, 1/1, Harish Mukherjee Rd, Gokhel Road, Bhowanipore, Kolkata, West Bengal 700020, has participated in the Online Refresher Course in EARTH SYSTEM AND EXO - METEOROLOGY organized from 17.8.2020 to 29.8.2020 and obtained "A" Grade


Principal
Gokhale Memorial Girls' College




PROF B SRINAGESH
DIRECTOR




REGISTRAR /
VICE CHANCELLOR



UNIVERSITY GRANTS COMMISSION
HUMAN RESOURCE DEVELOPMENT CENTRE (HRDC)
Doctor Harisingh Gour Vishwavidyalaya, Sagar - 470 003 (MP) India



CONTACT | ☎ 07682-264629 | ✉ hrdc@sagar@gmail.com

Certificate

UGC-SPONSORED
1st FACULTY INDUCTION PROGRAMME

This is to certify that Mr. Rajkumar Barman (Assistant Professor in English, Gokhale Memorial Girls' College, Kolkata affiliated to University of Calcutta, West Bengal) successfully participated in the 1st Faculty Induction Programme held during the period 19th August - 22nd September, 2020 in online mode and obtained Grade A⁺.

Raj Kumar Barman
Director

P. Singh
Coordinator

Authenticated
Chandana Barman
Principal
Gokhale Memorial Girls' College
Vice-chancellor
2 JAN 2023



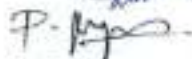


UGC-HUMAN RESOURCE DEVELOPMENT CENTRE
UNIVERSITY OF HYDERABAD
Hyderabad-500 046



CERTIFICATE OF PARTICIPATION

This is to certify that
Subham Dutta,
Assistant Professor, English, Gokhale Memorial Girls' College, Kolkata,
has successfully completed the
Refresher Course on Information & Communication Technology
organized by UGC-Human Resource Development Centre, University of Hyderabad
during 24th August 2020 to 5th September 2020 and obtained grade A+.




Dr. P. Murugan
Course Co-ordinator

Certificate Id: HRDG-RCICT197

Authenticated


Principal
Gokhale Memorial Girls' College

03 JAN 2023


Prof. Y. NARASIMHULU
Director

Grade 'A+'
80% and above

Grade 'A'
70% to less than or
equal to 84%

Grade 'B'
60% to less than or
equal to 69%

Grade 'C'
50% to less than or
equal to 59%

Grade 'D'
Below 49%

**UNIVERSITY GRANTS COMMISSION
HUMAN RESOURCE DEVELOPMENT CENTRE**

University of Mumbai



UGC SPONSORED ONLINE SHORT TERM COURSE

This is to certify that

Moon Moon Dutta

from

Gokhale Memorial Girls' College, Kolkata

participated in the short term course in

Yoga and Wellness

conducted from September 07 to September 12, 2020

Principal
18/11/20

Principal
Gokhale Memorial Girls' College
Vishwambhar V Jadhav
Co-ordinator

Sept.12, 2020 MUMBAI

L. Shankar
Director



[Signature]
Vice-Chancellor

[Signature]
10.11.20

**UNIVERSITY GRANTS COMMISSION
HUMAN RESOURCE DEVELOPMENT CENTRE**

University of Mumbai



UGC SPONSORED ONLINE REFRESHER COURSE

This is to certify that

Moon Moon Dutta

from

Gokhale Memorial Girls' College, Kolkata

participated in the

REFRESHER COURSE

in

E-LEARNING AND E-GOVERNANCE (Multidisciplinary)

conducted from September 16 to September 29, 2020

*and obtained Grade **A***

Karplus
10/11/22

Principal
Gokhale Memorial Girls' College

Co-ordinator
Sept. 29, 2020, MUMBAI



Shankar
Director

E. G. D. D.
Vice-Chancellor

Moon Moon Dutta
10.11.22



ज्ञान-विज्ञान विमुक्तये



UNIVERSITY GRANTS COMMISSION
HUMAN RESOURCE DEVELOPMENT CENTRE
GAUHATI UNIVERSITY::GUWAHATI-781014, ASSAM, INDIA

UGC-SPONSORED
FACULTY INDUCTION PROGRAM (FIP-02)
ONLINE MODE

CERTIFICATE OF PARTICIPATION

This is to certify that Gokul Saha, Assistant Professor, Department of Mathematics, *Gokhale memorial Girls' College, Kolkata* affiliated to *University of Calcutta, West Bengal* participated in *Faculty Induction Program (FIP-02)* held during 21st September to 20th October 2020 in Online Mode conducted by this Centre.

grade B

He/She has successfully completed the course and obtained.....

(Dr. Shyamanta Chakraborty)

Course Coordinator & Director (i/c)

Gokul Saha
 & Director (i/c)

Principal

Gokhale Memorial Girls' College

(Prof. Pratap Jyoti Handique)

Vice-Chancellor

Vice-Chancellor





**Online Workshop & Training Programme for
the Professional Development of Faculty and Staff**

Organized by
THE INTERNAL QUALITY ASSURANCE CELL
GOKHALE MEMORIAL GIRLS' COLLEGE
on

"DEVELOPING SKILLS THROUGH ICT TOOLS AND TECHNIQUES"

CERTIFICATE OF PARTICIPATION

This is to certify that **Smt. Pratibha Agrawal, SACT, Clinical Nutrition & Dietetics, Gokhale Memorial Girls' College, Kolkata** participated in the 3-day online Workshop and Training Programme entitled 'Developing Skills through ICT Tools And Techniques' organized by the Internal Quality Assurance Cell (IQAC) of Gokhale Memorial Girls' College, Kolkata from **02.07.2020 to 04.07.2020.**

A. Karphe

Dr. Anshu Karphe

Principal & Chairperson, IQAC

Dr. Banrita Sen

Dr. Banrita Sen
Coordinator, IQAC

Gokhale Memorial Girls' College, Kolkata
1/1 Hazra Mathuram Road, Kolkata - 700020



Dr. Banrita Sen
Principal
Gokhale Memorial Girls' College



Teaching Learning Centre, Ramanujan College
University of Delhi

under the aegis of
MINISTRY OF HUMAN RESOURCE DEVELOPMENT
PARADIGM SHIFT: NATIONAL MISSION ON TEACHERS AND TEACHING



This is to certify that

**Smt. Pratyasha Agrawal, State Aided College Teacher,
Category-1**

of

**Department of Clinical Nutrition & Dietetics (Major), Gokhale Memorial
Girls' College, University of Calcutta**

successfully completed a 4-Week Induction/Orientation Programme for
"Faculty in Universities/Colleges/Institutes of Higher Education"
from September 01- September 30, 2020 and obtained a
grade A+



Barcode generated by the Ministry of Human Resource Development, Government of India

S.P. Aggarwal

Dr. S.P. AGGARWAL
Director, T.L.C.
Principal, Ramanujan College

K. Latha

Dr. K. Latha
Programme Director
Ramanujan College

K. Latha
Principal
Gokhale Memorial Girls' College



⑥ Teacher Professional Dev. Record.

Approved
09/11/2022



Teaching Learning Centre, Ramanujan College
University of Delhi

under the aegis of
MINISTRY OF HUMAN RESOURCE DEVELOPMENT
RANTIT MAJLAN MOHAMMAD NALAYITA NATIONAL INSTITUTE OF TEACHERS AND TEACHING



This is to certify that

**Mrs. Pratyasha Agrawal, State Aided College Teacher
(Category-1)**

of

Department of Clinical Nutrition & Dietetics, Gokhale Memorial Girls' College, University of Calcutta

has successfully completed one week Faculty Development Program on
"ADVANCED PEDAGOGICAL TECHNIQUES"
from October 29 - November 05, 2020 and obtained a
grade A+



Downloaded from www.sagepub.com at UNIV OF CALIF SAN DIEGO on May 12, 2015

Sept 22nd

Dr. S.P. AGGARWAL
Director, TLC
Principal, Ramnagar College

Kishore Shrivastava

Dr. Kritika Sharma
Convener, Vice Principal
PGDVI College

Raspha
Principal
Gokhale Memorial Girls' College



Praval
9/11/22



UGC-HUMAN RESOURCE DEVELOPMENT CENTRE

Bhagat Phool Singh Mahila Vishwavidyalaya
Khanpur Kalan Sonapat-131305 Haryana

<http://vishwaganga.com/view/npmmshedi>



Certificate of Participation

This is to certify that Dr. Md Iqbal Sultan, Assistant Professor, Geography, Gokhale Memorial Girls' College

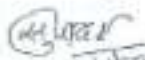
affiliated to University of Calcutta

participated in "2nd online Faculty Induction Programme" from 9th December 2020 to 06th January 2021 organized by UGC-Human Resource Development Centre, B.P.S. Mahila Vishwavidyalaya, Khanpur Kalan Sonapat and has obtained grade A+.


Principal
Gokhale Memorial Girls' College




Dr. Mahesh Sharma
Director


Prof. Nishama Yadava
Vice-Chancellor


Dr. Rani Tokas
Coordinator

Page: Grade A+ - 100 percent and above (5 to 100). 100 to 90 percent - 90 to 80 percent - 80 to 70 percent - 70 to 60 percent - 60 to 50 percent - 50 to 40 percent - 40 to 30 percent - 30 to 20 percent - 20 to 10 percent - 10 to 0 percent.

UNIVERSITY GRANTS COMMISSION
Human Resource Development Centre (HRDC)

Jadavpur University
Kolkata



UGC Sponsored Faculty Induction Programme (Guru Dakshita)

This is to certify that

Palashi Biswas

(Name of the Participant)

Assistant Professor I

(Designation)

Gokhale Memorial Girls' College

(College / University)

Kolkata

(Place)

affiliated to

Calcutta

University, has participated in 3rd Faculty Induction Programme from 22nd February 2021 to 27th March 2021 and obtained

Grade:

A+

Palashi Biswas
27/3/2021
 Director

M. P. Chatterjee
 Coordinator (S)

[Signature]
 Vice-Chancellor / Registrar

Date: 27th March 2021

[Signature]
 Principal
 Gokhale Memorial Girls' College





**techno india
university**

WEST BENGAL



**INSTITUTION'S
INNOVATION
COUNCIL**

West Bengal

CERTIFICATE OF PARTICIPATION

Awarded To

Dr. Newton Biswas

For his/her participation in the FDP on IPR & Patent Technology in Research & Innovation organized by Institution's Innovation Council - Techno India University, West Bengal from 17th May - 21st May 2021

Ravi Ranjan
President - IC
Techno India University, West Bengal



Dr. Heleena Sangupta
Convener - IC
Techno India University, West Bengal



Newton Biswas
2/12/21

Principal
Gokhale Memorial Girls' College



CERTIFICATE

This certifies that

Dr Moon Moon Dutta

has attended intensive online training on "Solution Focused Brief Therapy"

Dated

16th - 19th, 23rd - 26th June & 2nd & 3rd July 2021 (10 days)

Organised by

Academy for Solution Focused Approaches & Research (ASFAR).

Kozhikode-08, India. www.asfar.in

&

Fika, India. www.fikaIndia.in

Academy for Solution Focused Approach & Research (ASFAR) offers 20 learning credit hours in solution-focused practice for active attendance in this training program.

Chandra
10/11/22

[Signature]



Principal,
Gokhale Memorial Girls College, Koorankot
(Facilitator)
Asst. Professor of Clinical Psychology,
IMHANS, Calicut-08, Kerala, India.
www.jaseem.org

[Signature]

Anas Arangode
Executive Director,
Academy for Solution Focused
Approach and Research (ASFAR),
Calicut

Moon Moon Dutta
10.11.22



Gokhale Memorial Girls' College, Kolkata

1/1 Harish Mukherjee Road, Kolkata-700020

CERTIFICATE OF PARTICIPATION

Smt. Pratyasha Agrawal

SACT

Gokhale Memorial Girls' College

participated in the Webinar on

Online Workshop on Career Advancement Scheme (CAS)

organised by the Internal Quality Assurance Cell (IQAC)

Gokhale Memorial Girls' College, Kolkata

on 28 June 2021 from 5:00 pm to 7:00 pm

A. Karpha

Dr. Atashi Karpha

Principal & Chairperson, IQAC

Dr. Sanchita Sen

Coordinator, IQAC



Gokhale Memorial Girls' College, Kolkata

1/1 Harish Mukherjee Road, Kolkata-700020

Dr. Sanchita Sen

Principal
Gokhale Memorial Girls'

Dr. Atashi Karpha
9/6/22

UGC

Ref No:UGC-MRDC/17/REG/123456789

HUMAN RESOURCE DEVELOPMENT CENTRE

Jamia Millia Islamia, New Delhi



Certificate Of Participation

UGC Sponsored Online Faculty Induction Programme

This is to certify that

Subham Dutta, Assistant Professor (English)

Gokhale Memorial Girls' College, 1/1 Narish Mukherjee Road, Baranagar, Kolkata, West Bengal

*participated in the Fifth Online One Month Faculty Induction Programme
organized by the UGC-MRDC, Jamia Millia Islamia, New Delhi
from 10th August to 8th September 2021 and obtained*

grade... A...

Authenticated

[Signature]

Principal

Gokhale Memorial Girls' College

[Signature]

23 JAN 2023



Dr. Nirmal Bhattacharya (A. J. B.)

Registrar

[Signature]

Prof. Anisur Rahman
Course Coordinator & Director

UGC

Ref No:UGC/HRDC/NO/1/1998/1999

HUMAN RESOURCE DEVELOPMENT CENTRE

Jamia Millia Islamia, New Delhi



Certificate Of Participation

UGC Sponsored Online Refresher Course in English

This is to certify that

Raj Kumar Barman, Assistant Professor

Gokhale Memorial Girls' College, 1/1 Harish Mukherjee Road, Kolkata-700020, West Bengal

*participated in the Second Online Two-Week, Refresher Course in English
organized by the UGC-HRDC, Jamia Millia Islamia, New Delhi
from 02 September to 15 September 2021 and obtained*

grade ...A...

Authenticated

Chopra
Principal

Gokhale Memorial Girls' College

03 JAN 2023

[Signature]
Dr. Anmol Jha
Course Coordinator

[Signature]
Dr. Shaby Akhila
Course Coordinator

[Signature]
Prof. Anisur Rahman
Director

[Signature]
Dr. Narin Biswas AJ-Jill
Registrar

Roll No: NPTEL21MA44513830624

TO DR GOKUL SAHA
VILL+PO-SARBERIA, RS-JOYNAGAR
DIST:24PARAGANAGAL, WESTBENGAL
KOLKATA
WESTBENGAL - 743385
PIN NO -7001552652



No. of weeks of NPTEL Courses	Equivalence of NPTEL course with regular FDP
4	$\frac{1}{2}$ FDP of one week
8	Full FDP of one week
12	$1\frac{1}{2}$ FDP

Duration of NPTEL course: 8 Weeks



NPTEL-AICTE Faculty Development Programme

(Funded by the Ministry of HRD, Govt. of India)



This certificate is awarded to

DR GOKUL SAHA

for successfully completing the course

Introduction to Abstract and Linear Algebra

with a consolidated score of **90 %**


Prof. Andrew Thangaraj
NPTEL Coordinator
IIT Madras

(Aug-Oct 2021)

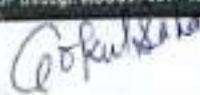

Prof. Dilip N. Malkhede
Advisor I (Research, Institute & Faculty Development)
All India Council for Technical Education

Roll No: NPTEL21MA44513830624

To validate and check scores: <http://npTEL.ac.in/mooc>

The candidate has studied the above course through MOOCs mode, has submitted online assignments and passed pre-recorded exams. This certificate is therefore acceptable for promotions under CAS as per AICTE notifications dated 24th July 2016, similar to other e-learning / orientation courses.
F.No. AICTE / RFD / FDP through MOOCs / 1017-16






Principal
Gokhale Memorial Girls' College



PERIYAR UNIVERSITY

State University - NAAC Reaccredited 'A++' Grade [Cycle 3] - NIRF Rank 73 - ARIMA 10

Salem - 636 011, Tamil Nadu

www.periyaruniversity.ac.in



75
Azadi Ka
Amrit Mahotsav

15 Days Online Faculty Development Programme on "FSSAI INITIATIVES"

CERTIFICATE

This to certify that **Pratyasha Agrawal**, State Aided College Teacher, Category-I, Gokhale Memorial Girls' College, Kolkata has been awarded for the active participation and interaction throughout the sessions of the Faculty Development Programme from 24.03.2022 to 07.04.2022 between 6 PM to 8 PM via Google meet.

[Signature]
Organizing Secretary

Dr.M.Deepa

Assistant Professor

Department of Food Science and Nutrition

Periyar University, Salem

[Signature]
Convener

Dr.T.Pongodi Vayakumar

Professor and Head

Department of Food Science and Nutrition

Periyar University, Salem



[Signature]
Principal
Gokhale Memorial Girls' College

[Signature]
9/11/22



Teaching Learning Centre, Ramanujan College
University of Delhi
under the aegis of
MINISTRY OF EDUCATION
PANDIT MADAN MOHAN MALAVIYA NATIONAL MISSION ON TEACHERS AND TEACHING



This is to certify that

Dr. Debabrata Pal

of

Gokhale Memorial Girls' College

has successfully completed ONLINE INTER-DISCIPLINARY TWO-WEEK REFRESHER COURSE on

"Managing Online Classes & Co-creating MOOCs 13.0"

from 06 - 20 April, 2022 and obtained

Grade **A+**.



Blockchain Hash: <https://www.blockchain.com/transaction/00>

Prof. S. P. Aggarwal

Prof. S. P. Aggarwal
(Principal & Director)
TLC, Ramanujan College

Dr. Debabrata Pal
10/5/22

Principal
Gokhale Memorial Girls' College



Dr. Mohit K. Rajput

Dr. Mohit K. Rajput
(Convener)
Ramanujan College

Attested
Dr. Debabrata Pal
10/5/22



UNIVERSITY GRANTS COMMISSION
HUMAN RESOURCE DEVELOPMENT CENTRE (HRDC)
Doctor Harisingh Gour Vishwavidyalaya, (A Central University)
Sagar - 470 003 (MP) India



Provisional Certificate

**UGC-SPONSORED
9th FACULTY INDUCTION PROGRAMME**

This is to certify that **Mr. Sudipta Mandal** (Assistant Professor in English, Gokhale Memorial Girls' College, Kolkata affiliated to the University of Calcutta, Kolkata, West Bengal) successfully participated in the 9th Faculty Induction Programme held during the period 02 June to 29 June, 2022, in online mode.

Date : 29 June, 2022

Certificate ID: gURKZU-CE000020

authenticated

Principal
Chokye Memorial Girls' College

3 JAN 2073

Director





Calcutta Mathematical Society

4E-374, Sector I, Salt Lake City, Kolkata - 700064, WB, India

Workshop on Discrete Mathematics, Mathematical Modelling and
Probability & Statistics (WDMMP5-2022)
(One Week Faculty Development Programme)

14-20 June, 2022

Certificate of Participation

This is to certify that **Dr Mala Bhattacharyya** of **Gokhale Memorial Girls' College** participated in the Workshop on Discrete Mathematics, Mathematical Modelling and Probability & Statistics (WDMMP5-2022), One Week Faculty Development Programme, of total thirty six hours duration organised by Calcutta Mathematical Society, Kolkata, India, during 14-20 June 2022.

Dr. Kalyan Holder
Jt. Convener

Dr. Gokul Saha
Jt. Convener

Prof. Arindam Bhattacharyya
Secretary, Calcutta Mathematical Society

Prof. Rajat Kumar Bera
President, Calcutta Mathematical Society


Mala Bhattacharyya
Gokhale Memorial Girls' College



Certificate of Completion

This is to certify that

Pratyasha Agrawal

Has successfully completed 05 Day Online Workshop
from 13th July to 17th July 2022 on

**"Awareness on Food Safety Act, 2006 its Regulations and
FSSAI Initiatives"**

FRCC National Workshop 2022

We found him/her Sincere, Dedicated and result oriented.

We Wish For Every Success in Life.

Certificate No: FRCC/22/0749

Certificate Issue Date: 22 July 2022

Authorized Signature

Food Regulation & Compliance Centre

B3 41 Sector 23 Dwarka New Delhi 110075

www.frcc.org.in info@frcc.org.in

Pratyasha Agrawal
09/11/2022



Principals
Principal
Gokhale Memorial College

CERTIFICATE OF PARTICIPATION

Faculty Development Program

THIS CERTIFICATE IS AWARDED TO

Raj Kumar Barman

for attending "FACULTY DEVELOPMENT PROGRAM" organized by
Webel Fujisoft Vara Centre of Excellence in Industry 4.0



Authenticated.

Akshita
Principal

Gokhale Memorial Girls' College

Pastor 03 JAN 2023

[Signature]

Academic Head

(The Centre of Excellence in Industry 4.0)

Date

06-08-2021

Head

(The Centre of Excellence in Industry 4.0)

WEST BENGAL GOVT. INITIATIVE SUPPORTED BY FUJISOFT INC & VARA TECH





UNIVERSITY GRANTS COMMISSION

HUMAN RESOURCE DEVELOPMENT CENTRE
THE UNIVERSITY OF BURDWAN

UGC-SPONSORED REFRESHER COURSE

Certificate of Participation

This is to certify that

Dr. Krishnakant Roy, Assistant Professor, Gokulab Memorial Girls' College, West Bengal

affiliated to University of Calcutta

participated in the

Refresher Course in Environment studies from 28th August 2002 to 3rd September 2002 and obtained Grade A+



Place: Burdwan
Date: 21 Nov. 2002

Director



Course Co-ordinator(s)



Vice-Chancellor



Principal
Gokulab Memorial Girls' College

Principal's Name

Dr. K. K. Roy
Gokulab Memorial Girls' College
Burdwan

Dr. K. K. Roy
Gokulab Memorial Girls' College
Burdwan

Dr. K. K. Roy
Gokulab Memorial Girls' College
Burdwan

Dr. K. K. Roy
Gokulab Memorial Girls' College
Burdwan

Dr. K. K. Roy
Gokulab Memorial Girls' College
Burdwan

Krishnakant Roy





**Online Workshop & Training Programme for
the Professional Development of Faculty and Staff**

Organised by
THE INTERNAL QUALITY ASSURANCE CELL
GOKHALE MEMORIAL GIRLS' COLLEGE

on

"DEVELOPING SKILLS THROUGH ICT TOOLS AND TECHNIQUES"

CERTIFICATE OF PARTICIPATION

This is to certify that **Dr. Goutam Mahata, Assistant Professor, Chemistry, Gokhale Memorial Girls' College, Kolkata** participated in the 5-day online Workshop and Training Programme entitled '**Developing Skills through ICT Tools And Techniques**' organized by the Internal Quality Assurance Cell (IQAC) of Gokhale Memorial Girls' College, Kolkata from **02.07.2020 to 04.07.2020.**



A. Karpha

Dr. Anshu Karpha

Principal & Chairperson, IQAC



S. Sankhita Sen

Dr. Sankhita Sen
Coordinator, IQAC

Authorized -
S. Sankhita Sen
Principal
Gokhale Memorial Girls' College

24 FEB 2023

Gokhale Memorial Girls' College, Kolkata
1/1 Harish Mukherjee Road, Kolkata-700020



**Online Workshop & Training Programme for
the Professional Development of Faculty and Staff**

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on

"DEVELOPING SKILLS THROUGH ICT TOOLS AND TECHNIQUES"

CERTIFICATE OF PARTICIPATION

This is to certify that **Dr. Jay De, Assistant Professor, Education, Gokhale Memorial Girls' College, Kolkata** participated in the 5-day online Workshop and Training Programme entitled **"Developing Skills through ICT Tools And Techniques"** organized by the Internal Quality Assurance Cell (IQAC) of Gokhale Memorial Girls' College, Kolkata from 02.07.2020 to 04.07.2020.

A. Karpha

Dr. Anadi Karpha
Principal & Chairperson, IQAC

S. Banerjee

Dr. Sanchita Ban
Coordinator, IQAC



Gokhale Memorial Girls' College, Kolkata
1/1 Harish Mukherjee Road, Kolkata-700029

Handwritten signature
Gokhale Memorial Girls' College

24 FEB 2023