



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

GOVERNMENT COLLEGE of ENGINEERING
& CERAMIC TECHNOLOGY

- Name of the Head of the institution PROF. DR. KRISHNENDU CHAKRABARTY
- Designation PRINCIPAL
- Does the institution function from its own campus? Yes

- Phone No. of the Principal 03323633675
- Alternate phone No. 03323633674
- Mobile No. (Principal) 9339207179
- Registered e-mail ID (Principal) gcectwb@gmail.com
- Address 73, Abinash Chandra Banerjee Lane, Kolkata - 700010
- City/Town Kolkata
- State/UT West Bengal
- Pin Code 700010

2.Institutional status

- Autonomous Status (Provide the date of conferment of Autonomy) 04/10/2012
- Type of Institution Co-education
- Location Urban

- Financial Status UGC 2f and 12(B)

- Name of the IQAC Co-ordinator/Director Prof. Dr. Rituparno Sen
- Phone No. 03323632072
- Mobile No: 9831509654
- IQAC e-mail ID rsen63@gmail.com

3. Website address (Web link of the AQAR (Previous Academic Year)) <http://gcect.ac.in/iqac/>

4. Was the Academic Calendar prepared for that year? Yes

- if yes, whether it is uploaded in the Institutional website Web link: <https://gcect.ac.in/download/Miscellaneous/Academic-Calender.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.13	2015	11/05/2015	10/05/2020

6. Date of Establishment of IQAC 02/06/2020

7. Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
GCECT	AUTONOMY	UGC	01/04/2012	10000000
GCECT	RUSA 2.0	RUSA	01/04/2015	20000000
GCECT	TEQIP 1	WORLD BANK	01/01/2004	73600000

8. Provide details regarding the composition of the IQAC:

- Upload the latest notification regarding the composition of the IQAC by the HEI [View File](#)

9.No. of IQAC meetings held during the year **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Did IQAC receive funding from any funding agency to support its activities during the year? **No**

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

1. Reviewed the academic activities of 2020-21 and advised to see that academic activities go unhampered during the pandemic period.
2. Reviewed the placement record of 2020 and 2021 passing out batch of student.
3. Discussed the summary and recommendation based on the students' satisfaction survey of 2021 batch and recommended that every department should discuss the feedback amongst the faculty of the department to find out the deficiency in the academic delivery system.
4. Old best practices adopted by the institute were reviewed and new ones were identified and adopted.
5. Discussed matters relating to off line mode of MID TERM II and SEMESTER END EXAMINATION for the even semester of academic session 2021-22.

12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
<p style="text-align: center;">To fix the plan for the prospective conduction of seminars and workshops for the academic year 2021-22</p>	<p>Departments have organized few webinars and seminars viz. (1) titled "Make in Kolkata" delivered by Mr. Arnab Bandopadyay, CEO, Golden Lion on 07.10.2021 (2) Titled "Your IT career" delivered by Mr. Basab Bandopadhyay, Global Director, Invesco on 08.10.2021.</p>
<p style="text-align: center;">To review the report of the Academic Audit for the academic year 2020-21</p>	<p>The report of Academic Audit Committee was reviewed critically and it was advised to implement the recommendations made in the Audit Report at the earliest.</p>
<p style="text-align: center;">To review the best practices followed by the institute</p>	<p>The committee reviewed the best practices followed by the institute and found that it had been implemented in letter and spirit. The best practices adopted in the preceding year i.e., 2020-21 had been implemented as follows: (i) Research and development activities in relevant engineering discipline and allied fields of basic science. (ii) Introduction of online teaching and evaluation. Dr. B. K. Sanfui, Asst. Professor of Ceramic Technology and his groups have fully concentrated upon development of advance engineering materials like ceramic membranes for the separation of CO₂ from flue gas as well as value added products like light weight building bricks prepared from agricultural waste, and abrasion resistant ceramics from industrial waste etc.</p>

13. Was the AQAR placed before the statutory body? **Yes**

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Governing Body	17/02/2023

14. Was the institutional data submitted to AISHE ? **Yes**

- Year

Part A

Data of the Institution

1.Name of the Institution	GOVERNMENT COLLEGE of ENGINEERING & CERAMIC TECHNOLOGY
• Name of the Head of the institution	PROF. DR. KRISHNENDU CHAKRABARTY
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• Name of the IQAC Co-ordinator/Director	Prof. Dr. Rituparno Sen

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• Mobile No:	9831509654				
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• if yes, whether it is uploaded in the Institutional website Web link:	https://gcect.ac.in/download/Miscellaneous/Academic-Calendar.pdf				
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10. Did IQAC receive funding from any funding agency to support its activities during the year?	No	
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<p>13. Was the AQAR placed before the statutory body?</p>	<p>Yes</p>
<ul style="list-style-type: none"> Name of the statutory body 	
<p style="text-align: center;">Name of the statutory body</p>	<p style="text-align: center;">Date of meeting(s)</p>
<p style="text-align: center;">Governing Body</p>	<p style="text-align: center;">17/02/2023</p>
<p>14. Was the institutional data submitted to AISHE ?</p>	<p>Yes</p>
<ul style="list-style-type: none"> Year 	

Year	Date of Submission
2021-22	03/01/2023

15.Multidisciplinary / interdisciplinary

This institute is interdisciplinary in nature.

16.Academic bank of credits (ABC):

The institute is not eligible to opt for academic bank of credits.

17.Skill development:

The institute has organized programs on advanced job-oriented technologies to empower students of the institute as well as students from neighbouring areas. The courses are: Programming with python (12 weeks starting from 26.08.2022 to 9.12.2022, total candidate 14) offered by Dept. of IT, GCECT and Image editing with photoshop (12 weeks starting from 04.02.2022 to 9.6.2022, total candidate 10) course offered by Dept. of IT, GCECT.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Courses based on Indian knowledge have been incorporated in the curriculum.

Classroom instructions in Indian languages have been practised in the institute since long.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Course outcomes have been defined for all the courses of the institute. The syllabi incorporated with Course outcomes corresponding to every subject has been furnished in the college website. Each question of the question paper is also mapped with course outcomes.

20.Distance education/online education:

M.Tech Programs of the institute are running in hybrid mode (Offline+Online) to facilitate the working professionals to enhance their knowledge and qualification for their future career prospects. Total enrollment of M.Tech student is 35.

Extended Profile

1.Programme	
1.1 Number of programmes offered during the year:	5
File Description	Documents
Institutional Data in Prescribed Format	View File
2.Student	
2.1 Total number of students during the year:	449
File Description	Documents
Institutional data in Prescribed format	View File
2.2 Number of outgoing / final year students during the year:	130
File Description	Documents
Institutional Data in Prescribed Format	View File
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	449
File Description	Documents
Institutional Data in Prescribed Format	View File
3.Academic	
3.1 Number of courses in all programmes during the year:	5
File Description	Documents
Institutional Data in Prescribed Format	View File
3.2 Number of full-time teachers during the year:	33

File Description	Documents
Institutional Data in Prescribed Format	View File
3.3 Number of sanctioned posts for the year:	56
4. Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	43
4.2 Total number of Classrooms and Seminar halls	19
4.3 Total number of computers on campus for academic purposes	270
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	77.02232

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The curriculum of the institute is designed addressing the recent technologies and the opportunities existing in regional and global level with all necessary fundamentals. The Institute has the three layer structures for development, revision and implementation of curriculum of all the departments. The prime objective of the

institute is to create excellence in technical field, fulfilling both academia and industrial requirement.

Methodologies for Curriculum Design:

The Curriculum is designed to ensure that the students have the required domain knowledge, skills, application and technical problem solving aptitude.

For references in framing of syllabus, the institute uses

1. Model curriculum prescribed by AICTE
2. Syllabus of various Indian and International institutes of repute
3. The Program Specific Outcomes of professional bodies
4. Suggestions and feedback by industry experts and industry alumni
6. Syllabi of various competitive exams
7. Current research and industrial trend

The students may acquire minimum additional 20 credits by undertaking MOOCS through NPTEL to attain degree with honours. Further, the summer training / internship is made compulsory. It is also mandatory for all students to carry out a project, complying with PO, PSO and CO of the respective departments.

In addition to the curriculum, students' skills are upgraded through value added courses such as Data mining, Internet of Things etc.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

1

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

34

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

3

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

5

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Syllabi of the institute is designed focusing on the following issues:

1. All the courses are aimed at the overall development of the students as competent professionals with human values.
2. There is a mandatory course on ethics and human rights to inculcate human values
3. The curriculum includes courses on environmental studies to create awareness among students about burning issues related to environments.
4. To adopt fast changing global technology, several emergent core engineering topics are included.
5. A state-of-the-art language laboratory has been set up to improve soft skills
6. To make the students aware of their rights and duties, a course on Indian constitution has been introduced. Gender Equality is taught in this course as well.
7. Cyber law and related ethics are introduced as a course in the curriculum of Information Technology and Computer science.

8. Green computing, which reduces the consumption of power and saves the natural environment, are introduced into different courses like mobile computing, cloud computing and sensor network.

9. In Ceramic, eco-friendly

methodologies are introduced and are taught how to convert waste into wealth.

10. Topic of Green energy resources are taught.

Different extra-curricular activities like gender equality, sustainability etc. are addressed.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

3

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

401

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

127

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni **A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	http://gcect.ac.in/igac
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following **A. Feedback collected, analysed and action taken made available on the website**

File Description	Documents
Provide URL for stakeholders' feedback report	http://gcect.ac.in/igac
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

143

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

40

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

- The proficiency of students is diverse not just in terms of regional and linguistic aspects but also their level and pace of comprehensibility. Students' level of comprehension, classroom observation, interaction, continuous and periodic assessment are used as measuring tools to assess the learning levels of the students.
- Institute has drawn up the schedule for organising remedial classes for slow learners. [Example of remedial class: Even semester, 2022 (Jan - June); Computer Architecture for 4th sem IT students; No. of student = 6; Dates : 12.3.22, 26.3.22, 9.4.22, 23.4.22.] Teachers are able to give one to one attention in remedial classes and focus on individual problems in a better manner. The departments use monitoring and mentoring to keep track of slow learners' progress. Tutoring by peers and senior students are encouraged. Corrected assignments and answer scripts are shared with each student and discussed to enable students to recognize their problem areas and improve. Faculty makes it a point to

be patient and accessible to students personally, over the phone, mail, and social apps. Training and Placement Cell conducts grooming sessions and mock interviews for all students with special emphasis for slow learners to enhance their employability.

- Advanced learners are encouraged to study additional reference books on the subject of study. Gold Medals are awarded to the toppers in the Graduate Day celebration. Students are encouraged to participate in seminars, conferences and workshops to gain knowledge. The faculty facilitates students to publish their articles in renowned peer-reviewed journals.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/08/2022	449	54

File Description	Documents
Upload any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

1. Experiential learning:

1.1. Project method: Students undertake project work as per curriculum's requirement. Project work stimulates students' interest in subject and provides the student with an opportunity for freedom of thought and the free exchange of different views.

1.2. For real-life exposure, students are encouraged to participate in competitions at the National and International levels. For example, Ms. Debarati Datta and Mr. Suman Ghanta has participated in International Conference on Global Trends in

Traditional to Space Ceramics organised by IIT BHU.

1.3.Industrial Visits: Departments Plan and Organise industrial visits for students to provide exposure to industrial practices.

1.4. Invited Lecture:Invited lectures by eminent experts from industry and academia of repute are organised to supplement the teaching process and provide experiential learning.

2. Participative learning:

2.1. Teamwork:The students are involved in group activities while attending laboratory classes, projects, seminars, group discussions, etc., under teachers' guidance.Institute organizes different activities to promote the spirit of Teamwork through NSS. The activities include tree plantation, health awareness camp,water conservation. NSS also organises self-defence programs. A rally on "Environmental Awareness" was organised by NSS on 26.04.2022 involving 100 volunteers.

3. Problem-solving methodologies:

3.1. Case studies:Students are provided real-life problems to solve with logical thinking and practical knowledge. For example, a group of students have developed the CO-attainment software of the institute.

3.2. Research Activities

Research activities are conducted in each department under the guidance of faculty.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

1. Overhead LCD Projectorsare available in all classrooms and few laboratories

2. Desktop and Laptops- Computational facilities are available in

- all laboratories of CSE and IT Departments. Few Laptops are available for use of faculties in addition to desktop.
3. Printers are available in all computational laboratories. Printing facilities are available in different laboratories of the CTE department. Faculties are provided with printers.
 4. Multi-functional Photocopier machines are available in all academic and administrative departments.
 5. Scanners are available in all academic and administrative departments.
 6. Three conference rooms are equipped with audiovisual facilities.
 7. Five smart boards are installed in the smart classrooms.
 8. Auditorium is equipped with state of the art audio-visual facilities.
 9. Online Classes are conducted through licensed version of Google Suite.
 10. Students have access to the facility of classes of MOOC, NPTEL, Coursera etc.
 11. Library has subscribed to the resources of digital library (UGC INFLIBNET N LIST)
 12. One state of the art language lab is present in campus with ISILS software (Interactive Software Integrated Learning System) CACM, (CACM, STEP IIT Kharagpur)
 13. Teachers use the following e-resources like MHRD-Virtual Lab, SWAYAM, NPTEL, Youtube videos, e-pathsala, UGC INFLIBNET N LIST etc

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://gcct.ac.in/igac/
Upload any additional information	No File Uploaded

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

51

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	No File Uploaded

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Preparation and Adherence of Academic Calendar: The institution prepares the academic calendar in the meeting of the examination committee at the beginning of each academic year. The academic calendar has schedule of commencement of classes, dates of Mid Term Examinations, filling of the examination form, End semester examinations and publication of examination results. The academic calendar is displayed on the website of the institute. Thereafter, the timetable is prepared by the departments as per the academic calendar. Utmost care is taken to adhere to the academic calendar of the institute.

Preparation and Adherence of Teaching Plan: The concerned faculties prepare teaching plans for the respective subjects they teach. These plans are made at the beginning of the class and serve as a guideline for outcome-based teaching in the class. The Principal and HODs assess the progress of each subject to ensure timely and effective completion of the course as per the academic calendar.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full-time teachers against sanctioned posts during the year

54

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

21

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

463

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

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

15

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The following reforms have been implemented in the examination system: (a) continuous assessment (b) 50% weight in continuous evaluation and 50% weightage in end semester examination and (c) viewing of answer script before the publication of result.

Institute has developed an in-house examination management system in which different activities such as filling of forms, admit card generation, uploading of marks, result preparation are done in IT enabled manner.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

Programme Outcomes of each program are displayed in prominent locations in the departments of the institute.

The Course Outcomes of each subject has been inserted in the course content of each subject of the syllabi.

Detailed curriculum of each program has been made available on the college website.

This enables the teachers and students of the institute to get easy access to the document.

The following mechanism is followed by the institution to frame the Course outcomes:

- The departmental committee frames the initial draft of the syllabus of different courses along with course outcomes in line with program outcomes.
- The Board of studies of each department approves the syllabus after thorough scrutiny.
- Thereafter, the syllabus is placed before the Academic Council for its approval.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

CO attainment:

It can be found out by direct methods and by indirect methods like Course End Survey.

Course End survey is conducted at the end of the course by the faculty concerned to evaluate course outcome attainment

contributing to programme outcome.

80% weightage is given to Direct assessment and 20% weightage is given to Indirect assessment.

Step 1: Teachers are required to set questions in the examinations (Mid Term exam and Semester End examinations) keeping in mind the COs of the particular subject and thereafter a report is generated to visualize the CO wise marks distribution.

Step 2: After the examination is complete, the CO attainment level is measured using the following formula:

CO attainment for ith CO= (SUM OF MARKS ATTAINED/SUM OF ALL MARKS ALLOTTED TO ith CO)X100%

PO attainment:

Each programme outcome is assessed using data collected from direct and indirect methods as described below:

Direct method of assessment for programme outcome consists of mapping Course Outcomes with Programme Outcomes and Programme Specific Outcomes.

Indirect method of assessment for programme outcomes consists of:

1. Alumni survey
2. Employer survey
3. Course end survey
4. Graduate survey
5. Student Satisfaction Survey

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

130

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

<https://gcect.ac.in/igac/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

RESEARCH POLICY

To create and promote a culture of research among the faculty and scholars of GCECT.

To identify research areas and research topics of academic, applicable and socially relevant significance.

To ensure quality, integrity and ethics in research.

A quarterly journal ``Scientific Voyage'' is continuing for publication of research findings by the faculties and scholars.

To serve as a facilitator providing professional guidance, technical support and recommendation for financial assistance.

Individual research scholars should be free to select the subject matter of their research, to seek support from any legal financial

source for their work, and to arrive at their own findings and conclusions.

These findings and conclusions should be available for scrutiny and criticism of peers. Research techniques should not violate established professional ethics pertaining to the health, safety, privacy, and other personal rights of human beings or to the infliction of injury or pain on animals.

The management should create an environment conducive to research by providing suitable infrastructural facilities such as space, library, lab facilities as well as modern instrumental facilities and funding if available, based on the educational merit of the proposed research.

The complete research policy of the institute is available at www.gcect.ac.in

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://gcect.ac.in/igac/
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

1

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

12.692

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

3

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

1

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

2

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	http://www.serb.gov.in/home.php ; https://www.irel.co.in/ ; Vigyan Sathi :: Department of Science & Technology and Biotechnology, West Bengal
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The institute has a focus on an ecosystem for innovations, creations and transfer of knowledge. A Centre of research is shortly going to be established in the institute. Members of

faculties are encouraged to put forward their research proposal. Faculties are also encouraged to receive grants from different funding agencies to continue their research and development.

Dr. B. K. Sanfui, Asst. Professor of Ceramic Technology and his groups have fully concentrated upon development of advance engineering materials like ceramic membranes for the separation of CO₂ from flue gas as well as value added products like light weight building bricks prepared from agricultural waste, and abrasion resistant ceramics from industrial waste etc. Dr. Sanfui and his groups have also successfully characterized and developed four types of zirconia powders supplied by IREL namely (1) 3.5 mole % Yttria stabilized zirconia powder (3YSZ), (2) 8 mole% Yttria stabilized zirconia powder (8YSZ), (3) 9 mole % Magnesia stabilized zirconia powder (9MSZ) and (4) 12 mole% Ceria stabilized zirconia powder (12CSZ) and their respective products for structural as well as advance engineering applications. Dr. Sanfui also filed application for granting two patents for his newly developed products and a few are under preparation.

1. Enhancement of thermal oxidation resistance properties of MWCNTs by MgAl-Binary oxide coating and its preparation there of, Indian Patent, Application number 202131045889
 2. A novel process for the production of high strength light weight construction material using rice husk ash and Portland cement, Indian Patent, Application number 202231002572
 3. An energy efficient process for the production of magnesium aluminate spinel ceramic, Indian Patent, Application number 202131017942

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

2

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

3

File Description	Documents
URL to the research page on HEI website	https://gcect.ac.in/download/Miscellaneous/Annual-Report-2021-2022-Final.pdf
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website

during the year

1.83

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	No File Uploaded

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

0.27

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

41

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

45

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0.31

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Tree Plantation in the GCECT campus, Health checkup camp organized in the GCECT campus, Celebration of International Women's Day, Sky Watching Camp (22.06.2022 participant 137), Celebration of International Yoga Day, World Environment Day Celebration, Rally on Environmental Awareness (26.04.2022, participant 100)

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

1

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

5

File Description	Documents
Reports of the events organized	View File
Any additional information	No File Uploaded

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

168

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

102

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

1

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

Suitable number of classrooms are available with adequate seating arrangement and ventilation. Many of these classrooms have ICT facilities (11) while some classrooms are dedicated smart classrooms (5). LCD projectors (18) are available for classrooms and laboratories. Classrooms have Wi-Fi facility with 100 mbps internet connection (provided by NKN). The institute provides well-equipped

furnished laboratories. Some important laboratories are mentioned below-

ceramic technology

Refractory, Cement & Concrete, Unit Operation, White ware, Glass, Coating, Instrumental Analysis, Nano Materials and Sol-gel, Energy Engineering, Thin Film, Project, Physical Testing

Computer science and engineering/ information Technology

Basic Computing, System Administration, Object Technology, Digital Electronics, Microprocessor, Communication Engineering, Distributed Computing, Physics, Chemistry, Engineering Drawing, Modern English Language, Central Computing

Basic Sciences and Engineering

Basic Electronics, Mechanical Workshop, Electrical Engineering

Advanced laboratories are set up using grants from National Funding Agencies. VLSI Lab, Image Processing & GIS Lab, Image Processing & Computer Vision Lab are some of them. The laboratories provide state-of-the-art computing facilities. More than 200 computers with internet connections are available in the laboratories. The institute has some specialized instruments/equipment for advanced study/research and these are mentioned below-

Nano Particle Size Analyser, Sedigraph Fully automatic Micro-hardness tester, Horizontal Dilatometer, High Temperature Viscometer, Lanmuir-Blodgett Thin film Apparatus, Spin and Dip Coater, Furnace (Spectro Photometer & pc control), Fully Computer Controlled high precision compressive strength testing machines, Non destructive elastic property analyzer, ERDAS Imagine Professional, ENVI, IGIS, IDL, Virtual GIS, Multisim, VLSI Design Toolset, Amplifier, ISILS Software for Language Lab, Operating System Winpro.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor

and outdoor) including gymnasium, yoga centre, auditorium etc.)

- The institute always encourages their stakeholders in various extracurricular activities for improving their physical and mental health. Hence, several infrastructures are built and maintained regularly to promote such extracurricular activities for both students and staff. Among these facilities,
- Air-conditioned indoor auditorium with 250 seating capacity is used for organising the different cultural events, seminars and get together
- One seminar hall (seating capacity around 50) is also available for hosting the technical seminars, workshops and conferences etc.
- Both these halls are having in-built sound system facility and electrical systems.
- One dedicated yoga/karate room for hosting the different yoga/karate training/events on a regular basis.
- The institute also encourages indoor games like chess, table tennis, carrom etc. with competitions being organized in periodic intervals.
- The institute has also set up a gymnasium with cycling, treadmill and weight lifting facilities.
- Provisions for outdoor games are also available with two playgrounds adjacent to the main building which are frequently used for hosting the different sports events from time to time.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

18

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

3.04

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

1. Name of the ILMS Software = KOHA

2. Nature of Automation = Fully

3. Version = 21.05.03.001

4. Year of Automation = 2005 (Library was automated using LIBSYS Software in the year 2005. Thereafter KOHA Software was installed in 2021).

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.2.2 - Institution has access to the following: A. Any 4 or more of the above e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote

access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

4.119 lakhs

File Description	Documents
Audited statements of accounts	No File Uploaded
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

38

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The institute has both wired and Wi-Fi internet connections with 100 mbps bandwidth (provided by NKN). In this context, it is to be noted that, there is no such distribution of bandwidths between wired and wireless networks and the whole bandwidth is available for both of them. The cyber security issues of the institute mainly based on a proxy server and an application level firewall.

Moreover, the institute takes proper initiatives for updating and maintaining these IT infrastructures. Importantly, this maintenance process is need based, where the institute places the requisition to the Higher Education Department, Govt of West Bengal and after proper approval, the work is executed as per the West Bengal Govt. financial rules by utilizing the state govt. allotted budget.

The IT policies adopted in the institute for procurement, maintenance and augmentation of computational and network facilities including Wi-Fi and cyber security aspects are attached in the additional information section below.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
449	324

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development: D. Any one of the above Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and

software for editing

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

13.36

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

Public Works Department (Civil and Electrical division), Govt. of West Bengal maintains all the physical infrastructures. PWD carries out detailed inspection as per requisition and submits the estimated budget for the proposed work. The budget is then approved by Higher Education Department and the work is executed. For urgent plumbing and sanitary work, the College authority executes it and submits the bill to the Kolkata Pay A/Cs office for payment. The PWD electrical division has an office within the college for day-to-day electrical maintenance activities.

All purchases and maintenance are decided by the Purchase committee. Any purchase costing over Rs. 10,000/- is done following West Bengal Financial Rules. A network maintenance committee is also constituted with faculties and technical assistant. The Security and house-keeping services are outsourced by following the Govt. rules. The HODs with teachers, selects the books and e-contents for library. Students' demands are noted in the requisition register maintained in the library. Day to day operation viz.

accessioning, shelving, retrieval, issue, return, restoration, shelf rectification, cataloguing, data entry are done by the librarian. Pest controlling and binding of damaged books are outsourced. Maintenance of computer and photocopier machines is done through AMC. The library committee regularly frame policies and procedures for development of the library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

98

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

60

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, C. Any 2 of the above

**Physical fitness, Health and Hygiene)
Awareness of Trends in Technology**

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	View File
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

11

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

69

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of outgoing students progressing to higher education

5

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

13

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Student Welfare Association and its representatives are responsible for organizing various co-curricular activities for 400 plus students in the campus and assessing the requirements of the students for putting them before the Principal of the college for necessary action. Also, they look after the welfare of the students as a whole and put forward grievances of the student community, if there be any, before the authority. The students' representatives work as facilitators for the functions of training and placement cell of the college. The students' welfare Association are also responsible for assisting, motivating, counselling and organizing various events during Jagriti, their cultural annual fest and Karmatec, an inter college technical fest held at the campus respectively. General Secretary of the Welfare Association is a member of the Governing Body of the college. A few student representatives are also actively involved in assisting the HODs and training placement cell for organizing industrial training, industry visits and both on and off campus placement drives.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

5.3.3 - Number of sports and cultural events / competitions organised by the institution

6

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The college has a registered Alumni association. The Alumni Association of Govt. College of Engineering and Ceramic Technology is very active and functional. The alumni association is working continuously to organize special lectures, different technical seminars, academic convention, workshops and yearly event like National symposium cum Alumni meet at the college campus to strengthen the bonding between the former students and current students and faculties of the institution. Alumni Association also funds different programmes jointly organized with the institution for the benefit of students and faculty. Some alumni members are members of BOS of Ceramic Technology as well as Academic Council of the institution. Many alumni make scope for the internship to the present students. Few alumni are senior VPs/Managing Directors of reputed industries, few are heading production, international marketing, project divisions etc. It maintains a secured website: <https://www.gcetalumnum.org> for communicating purpose, the association uses an email id: gcetalumnum@gmail.com. The College collects feedback from the alumnus and suggestions from that end are being well considered for developing the curriculum and other developmental activities of the College. For this session the Alumni Association has organized the following activities:

1. The association has given "Professor Sasadhar Roy Memorial Award".

2. The alumni association inaugurated this benevolence fund on 1st January, 2022.

3. The alumni association has been organizing a Homoeopathic Medical Health Camp at our Alumni office, located in our institute campus.

The details about the above activities have been uploaded in the additional information part.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.gcectalumnus.org/

5.4.2 - Alumni's financial contribution during the year **E. <2 Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Vision of the Institute:

To be a centre of excellence in various fields of engineering and technology by imparting core knowledge to the students

Mission of the Institute:

M1: To impart high quality technical education with ethical values that will produce globally competitive engineers & technologists.

M2: To inculcate entrepreneurial skill and leadership quality amongst potential students.

M3: To motivate students for acquiring and eventually generating advanced knowledge.

M4: To create compassionate, responsible and innovative global citizens.

M5: To strengthen Institute-Industry interaction to make the students aware of real problems in the Industries and solutions thereof.

The institution follows a participatory mode of governance and management with all stakeholders. The Governing Body of the institution delegates authority to the Principal. Principal, with due consultation with the members and faculties of different subsequent levels of functionaries like Statutory Committees (Governing Body, Academic Council, Board of Studies, Finance committee, Faculty council), Non Statutory Committees (Administration, Discipline, Anti-ragging, Sexual harassment, Equal opportunity, Grievance redressal, Purchase / Tender etc.), Academics (IQAC, Academic audit, Research, Library, College examination), NSS, Sports, Cultural) and Placement, Training and Career Counseling committee takes decision in determining and implementing different institutional policies.

The institution has different perspective/strategic plans for systematic running. Grants received from government sources viz. UGC, AICTE etc. and non-government sources such as Alumni Association are used for administrative, infrastructural, academic (ICT enabled teaching-learning, upgradation of curriculum) and research and development through grants and collaboration.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Practices of decentralization and participative management are observed in several areas. The college is under the administrative control of Higher Education Department, Government of West Bengal and is overseen by the Directorate of Technical Education (DTE). The institution follows West Bengal Service Rules and West Bengal

Financial Rules. Proposals in respect of upgradation and augmentation of infrastructure are initiated from the departmental level with inputs from the students and other stake-holders, which are then placed before the Principal. After making necessary formalities for purchase, the matter is placed to the purchase committee, consisting of faculties and administrative staff. For any new construction, proposal is placed before the GB for recommendation and onward transmission to the HE department through the DTE, WB for administrative approval and sanction of funds. Apart from that, all faculties and stake holders are involved in the development of the curriculum of the college. The proposals received in respect of designing of the curriculum modification of course, if any and other academic regulations, are discussed in the departmental and IQAC meetings and placed in the respective Board of Studies (BoS), Academic Council and finally to the Governing Body for approval and implementation. Different bodies constructed for administration (such as Anti Ragging Committee, Grievance Redressal Committee, Admission Committee, Examination Committee, Establishment Committee for SC/ST), academics (BOS, Academic Council) and quality assurance (IQAC, Library Committee etc.) help the institute to work out the strategies smoothly.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The institutional Strategic/Perspective plan is clearly articulated and implemented in the following areas:

Teaching and learning:

- **Excellence in teaching learning process: good placement record.**

- Well-equipped library with access to lots of e-books and e-journals.
- Laboratories with sophisticated machineries and latest softwares.
- Multimedia projection, ICT enabled smart class rooms.
- Hi-speed internet.
- State-of-the-art language laboratory: enhancing communication skills.
- interactive learning through study tours, industrial training, workshops, seminars.
- Continuous evaluation through class tests, assignment etc.
- Remedial classes and laboratories for slow learners.
- Recording of online classes.

Research and development:

- Dedicated research committee
- Teachers are motivated to take up sponsored research projects, organize / attend conferences and seminars
- Publication of research findings & UG/PG projects in conferences and journals
- collaborative works with industry, research laboratories, other academic institutes
- College research journal "Scientific Voyage"

Community engagement:

- The NSS unit of the college: community engagement programmes, environmental and green energy plans.
- Observation of different important days with the neighborings.
- Computer literacy among the local people.
- College holds in-campus eye camp, yoga classes, self-defense classes (karate) for girls.
- Homeopathy camps by alumni association.
- Installation of displays with environment-saving slogans.

Human resource planning and development:

- High-class learning environment, offering world-class course curricula, latest infrastructural facilities, industrial problems, to make responsible citizen in the society.
- Career advancement scheme (CAS) for faculties as per Govt. rules.

Industry interaction and Placement:

- Industry Institute Cell.
- The Placement Cell
- Some students undertake industry project as their student project.
- invited lectures from Industrial experts

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

- The college is under the administrative control of Higher Education Department (HED), Government of West Bengal and is overseen by the Directorate of Technical Education (DTE).
- The DTE deploys Principal, who along with the Governing Body is responsible for the primary decision making; followed by the subsequent departments and faculty members.
- The Board of Governors is constructed with external and internal members with Principal as ExOfficio Member Secretary.
- Principal and Registrar are the core of the administration including financial matters. Principal puts forward the financial projects and grants received from the HED to the Accounts Officer, who holds a major role in financial aspects and are governed by the Financial Management Committee (FMC) of the Government. Principal, along with the HoDs, Administrative office and Accounts section executes the major administrative decisions.
- Academic decision makings primarily rely on Board of studies and Academic Council, HoDs, the IQAC and Principal.
- Other Statutory and NonStatutory Committees, NSS, Cultural and Sports and Placement, Training and Career Counseling committees, Grievance Redressal cell, Discipline committee, Anti-ragging committee, Sexual harassment committee, Equal opportunity committee, Internal Complaint Committee, Planning and Monitoring committee, College web site committee, Purchase committee, Scholarship committee, Green Campus committee work functionally. Registrar of the college is the appellate authority in regard to RTI Act, 2005.

- Academics matters are discussed with IQAC, Faculty council, Academic audit committee, Research committee, Library committee and College examination committee.
- West Bengal Service Rule (WBSR) and Revision of Pay and Allowance (ROPA) is followed by the institute.

File Description	Documents
Paste link to Organogram on the institution webpage	http://gcet.ac.in/mandatory-disclosures/
Upload any additional information	View File
Paste link for additional Information	Nil

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

B. Any three of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

- The welfare measures for teaching and non-teaching staff are same as State Government schemes.
- The permanent employees are getting benefit of general provident fund, gratuity on superannuation and pension.
- The employees are entitled to get residential accommodation in Government Housing Estates .
- Provisions for various loans from the Government are also available.
- All teaching and non-teaching staff are entitled to get free medical treatment under the West Bengal Health Scheme (WBHS) for themselves and their dependent family members in

Government and private hospitals throughout the country as per existing rules.

- Group insurance policy for every employees of the College as per Government rules.
- Child Care Leave (CCL) can also be availed by the employees, which is a paid leave. Female employees can avail CCL of maximum 730 days and male employees can avail Paternity-cum CCL of maximum 30 days for grooming of their children as per the Government CCL scheme.
- Provision for LTC is also there as per the rules of Government of West Bengal.
- There is a provision for the festival bonus or advance of salary, depending on the basic pay of the employee.
- Apart from these, on demise of in-service Government staff (depending on pay scale), there is a provision for the appointment of his/her son/ unmarried daughter on compensatory ground.
- Career advancement of the teaching staff is aided by the option of Career Advancement Scheme (CAS).

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

6

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

4

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

College has statutory Financial Management Committee and a defined mechanism of CAG audit of its accounts regularly as per Govt. Finance rules. Office of Principal Accountant General (Audit), WB provides an Inspection Report of college accounts for onward transmission through the department of Higher Education.

Internal audit is conducted by Internal Audit Wing of Finance Department. Autonomy grants sanctioned by the UGC are audited by registered Chartered Accountants appointed by college. The Audited Utilization Certificate is sent to UGC within stipulated time. Other grants received for seminars, symposiums, research projects etc. are also audited by qualified auditors appointed by college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

1. The Budget Branch asks for Budget from each Department.

2. Department conveys the same to it's down the line Directorate and other offices to send the estimate of the current year expenditure on the basis of last year's expenditure.

3. Budget Branch publishes the Budget after compilation.

4. Departmental Financial Advisor send Statement-E for release of ceiling Balance (for Non plan head).

5. Budget Branch during the year releases ceiling Balance at 25%, 50%, 75% and 100% rates, then Admin Department from its end redistribute fund directly to DDO (Drawing and Disbursing Officer) or any other sub-allotting officer. Then the concern suballotting officer needs to distribute the fund to DDO for the ultimate disbursement of fund from the Govt. eschequer.

6. After receiving fund at budgetary head, a DDO draw the fund by submitting bill at Pay and Accounts Office or Treasury through IFMS (Integrated Financial Management System)

7. DDO can send Budgetary Estimate Statement as and when required. In case of re-appropriation or augmentation of fund from one head to another, Statement-F is send to Budget Branch through proper channel.

8. For Non-Budgetary Head, Funds from UGC, Science and Technology Department, DST credited directly to the college Bank Account, which is disbursed by issuing cheques. Proper audit is done at the

end of the year and utilization Certificate needs to be provided to the concern Fund releasing Authority.

(n.b.: Statement -F: When there is insufficient fund under one head, the money is borrowed from another head in which there is excess of fund (re-appropriation and augmentation of fund).

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

- IQAC formulates the quality policy of the whole academic system of the institute
- continuous evaluation process has been found to improve quality of learning as observed from class response
- Elective subjects based on requirement of the Industries have been incorporated in the syllabi
- Additional classes for soft skill were arranged for first year students to improve their communication and soft skills.
- The feedbacks received from the students were discussed critically in the departments.
- In spite of being under the COVID 19 pandemic and lockdown situation, different industries were approached to hold campus interviews through online mode and a good placement of students was achieved
- Research was encouraged among the faculties and students; collaboration with industries and other institutes was also encouraged
- The committee reviewed the best practices followed by the institute and found that it had been implemented in letter and spirit and improved the overall scenario from the previous sessions
- Encouragement for best performance in the examination by making provision of best graduate award
- Continuation of Comprehensive Lab Assessment through a panel

of external experts improved students' performance in laboratory and imbibed more transparency in the system

- Continuation of Honours courses with additional 20 credit points to be acquired through the online MOOC has been continued
- Plans for the prospective conduction of national and international seminars and workshops, both in online and offline modes were taken by the cell

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

- Online interaction of the faculties with students during the classes were reviewed and discussed with faculties
- Utmost care was taken to see that academic activities go unhampered during the COVID19 lockdown period
- Online classes continued as per time table prepared in Google Classrooms, using Google Meet. Official GSuite IDs were issued to every teacher and student.
- The conduction of the online classes was monitored periodically by the Principal, the Chairman of the IQAC. Records obtained from the System Administrator were monitored carefully regarding attendance of the students
- The faculties were advised to record each of the classes and share the link of the recorded classes with students
- The IQAC also recommended the teachers for uploading quizzes and assignments periodically as a part of continuous evaluation process
- Teachers were advised to prepare/modify the course material and develop the learning outcomes from the modules and Course Outcomes by the IQAC
- Teachers were advised to frame the mid semester and end semester question papers keeping in mind the intended learning outcomes and Course Outcomes
- Since, a part of the session was within COVID 19 pandemic, it was decided that the mid-term examinations would be conducted online and the mode marks distribution of examination were decided accordingly
- During the end of the session, offline classes were resumed.

The even semester end semester examination was decided to be conducted offline in college campus

- Viewing of answer scripts was allowed to students for better transparency
- All departments discussed the feedback amongst the faculty

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

B. Any 3 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	http://gcect.ac.in/annual-report/
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

a) The institute desires to see women's full and effective participation and leadership in all areas of life to drive all-round progress of humanity. With a view to promote this message International Women's Day was celebrated on 8th March, 2022, in which both male and female students deliberated on the theme,

keeping focus upon means and ways of more empowerment of women .

b) The institute remains always committed to deliver the benefit of Kanyashree Prakalpa (a project aiming at empowerment of women of West Bengal) run by the Government of West Bengal to the eligible female students. The project seeks to improve the status and wellbeing of girls, specifically those from socio-economically disadvantaged families through Conditional Cash Transfers by: Incentivizing them to continue in education for a longer period of time, thereby giving them a better footing in both the economic and social spheres. The schemes benefits are paid directly to bank accounts in the girls' names, leaving the decision of utilization of the money in their hands. A female student is eligible for a One-Time Grant of Rs. 25,000/-, to be paid after she turns 18, provided that she is engaged in an academic or occupational pursuit and is unmarried.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.wbkanyashree.gov.in/kp_4.0/index.php

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

In order to maintain cleanliness and hygiene the institute always keeps watch upon proper disposal of waste generated every day. Being situated in the heart of Kolkata city, the institute gets the service of waste disposal squad of Kolkata Municipal Corporation which collects the waste from the premises on daily basis. Large plastic vats are kept at strategic positions inside

the premises for dumping separately biodegradable and non-biodegradable waste materials.

At one corner of the boundary a pit is maintained where biodegradable materials like dry leaves & dead seasonal flower plants are dumped from time to time for composting which after maturing are recycled as plant nutrients.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **D. Any 1 of the above**

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

B. Any 3 of the above

- 1. Green audit**
- 2. Energy audit**
- 3.Environment audit**
- 4.Clean and green campus recognitions/awards**
- 5.Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance,

A. Any 4 or all of the above

reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

Being a wholly owned state government institution, the entry is restricted to domiciled candidates only, which implies that there exists fairly enough harmony among the students in terms of cultural, regional, linguistic, communal identities from the very beginning. Domiciled students include people settled from different regions of India pursuing various faiths. The state of West Bengal seldom witnessed any kind of communal tension in recent history. Apart from the fact, to iron out differences which may cause tension among different sections, the institute regularly organizes various programs. The freshers have to undergo a two-week orientation program, before they join their formal classrooms, in which they get to know each other more closely apart from bonding with faculty members as their mentors. Throughout the whole year the students are encouraged to organize and participate in various programs like JAGRITI Festival, KARMATECH festival, Freshers' Welcome, Farewell for outgoing students, Teachers' Day celebration, Independence Day and Republic Day celebration and myriad other activities to make sure that no sections of students feel left out and their sense of separate identity, whatsoever, gets hurt.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

The objective of the institute is to produce employable engineering graduates with strong human values and awareness about the rights and duties of responsible Indian citizens. To fulfil this objective, the study of the basics of the Indian constitution has been made compulsory in the course-curriculum across all departments. To reinforce the training of the students in this regard, they are encouraged to participate in various NSS programs. The NSS unit of the institute headed by a dedicated faculty member regularly organizes events to promote values enshrined in the constitution. It celebrated International Women's Day, International Yoga Day, Red Ribbon Club activities etc.

It is also the duty of the institute to create awareness among the employees about the essence of the Indian Constitution in order to make them more equipped to live with neighbours in complete harmony both in their workplace and dwelling territory. Lectures are organized with employees as participants under the guidance of knowledgeable persons to discuss the features of constitutional obligations and how those elements play out in real life to avoid serious social conflict.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized **A. All of the above**

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institute never intends to keep its students confined to their professional goal in narrow material sense. It always desires to mould them in such a manner so that they come out as professionally competent and highly spirited, sociable persons at the end of their study. To realize this, the institute celebrates important national and international days in attractive ways with due respect and allows students to organize many events themselves so that through these initiatives they could learn to quickly pick up skills like striking friendship effortlessly with fellow people and leading a group in organizing events, which would benefit them greatly in future in performing tasks with ease in community environment.

The institute celebrates independence Day and Republic Day to commemorate the contribution of freedom fighters, maintaining all standard protocols. The students, on their part, also play their role in befitting manner by organising events like birthday celebration of Rabindranath Tagore and Kazi Nazrul Islam, Teachers' Day, Swaraswati and Biswakarma Puja etc. every year. Moreover, during the pandemic, the students, on their own, regularly organized online cultural programs to buck up the sagging morale of all and sundry.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	No File Uploaded
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Weblink is to be provided as per the prescribed format of NAAC

Best Practice 1:Introduction of tools to calculate percentage attainment of course outcomes and map questions against course outcomes in all levels of examinations.

https://gcect.ac.in/download/IQAC/BEST%20PRACTICE%201%20_%202021-22.pdf

Best Practice 2:Maintaining strong tradition of socio-cultural activities in order to imbibe a good value-system among the students

https://gcect.ac.in/download/IQAC/BEST%20PRACTICE%202%20_%202021-22.pdf

File Description	Documents
Best practices in the Institutional website	https://gcect.ac.in/download/IQAC/BEST%20PRACTICE%202%20_%202021-22.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

The institute fixed its priorities as detailed below:

- to make students employable

- to make students fit for working in a social environment
- to groom the students in such a manner so that they come out at the end of the study as good human beings with nationalistic spirit.
- to impart the students the lesson of life-long learning

In order to achieve the above goals, the thrust areas were chosen in the following manner:

- imparting technical knowledge along with sound communication skill - both verbal and written and providing scope for internship in industry
- conducting NSS activities under the guidance of motivated faculties and encouraging students to participate in various types of competitions and various cultural functions including celebration of International and National days
- organizing motivating lectures by eminent persons from different walks of life of the society
- imparting industrial training to provide the scope of extended practical learning and arranging group discussions and seminars to enhance general promptness of mind and the ability of self learning.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The curriculum of the institute is designed addressing the recent technologies and the opportunities existing in regional and global level with all necessary fundamentals. The Institute has the three layer structures for development, revision and implementation of curriculum of all the departments. The prime objective of the

institute is to create excellence in technical field, fulfilling both academia and industrial requirement.

Methodologies for Curriculum Design:

The Curriculum is designed to ensure that the students have the required domain knowledge, skills, application and technical problem solving aptitude.

For references in framing of syllabus, the institute uses

1. Model curriculum prescribed by AICTE
2. Syllabus of various Indian and International institutes of repute
3. The Program Specific Outcomes of professional bodies
4. Suggestions and feedback by industry experts and industry alumni
6. Syllabi of various competitive exams
7. Current research and industrial trend

The students may acquire minimum additional 20 credits by undertaking MOOCS through NPTEL to attain degree with honours.

Further, the summer training / internship is made compulsory. It is also mandatory for all students to carry out a project, complying with PO, PSO and CO of the respective departments.

In addition to the curriculum, students' skills are upgraded through value added courses such as Data mining, Internet of Things etc.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

1

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

34

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

3

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

5

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Syllabi of the institute is designed focusing on the following issues:

1. All the courses are aimed at the overall development of the students as competent professionals with human values.
2. There is a mandatory course on ethics and human rights to inculcate human values
3. The curriculum includes courses on environmental studies to create awareness among students about burning issues related to environments.

4. To adopt fast changing global technology, several emergent core engineering topics are included.

5. A state-of-the-art language laboratory has been set up to improve soft skills

6. To make the students aware of their rights and duties, a course on Indian constitution has been introduced. Gender Equality is taught in this course as well.

7. Cyber law and related ethics are introduced as a course in the curriculum of Information Technology and Computer science.

8. Green computing, which reduces the consumption of power and saves the natural environment, are introduced into different courses like mobile computing, cloud computing and sensor network.

9. In Ceramic, eco-friendly

methodologies are introduced and are taught how to convert waste into wealth.

10. Topic of Green energy resources are taught.

Different extra-curricular activities like gender equality, sustainability etc. are addressed.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered

during the year

3

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

401

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

127

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	http://gcct.ac.in/igac
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following	A. Feedback collected, analysed and action taken made available on the website
-------------------------------------------------------------------------------	---------------------------------------------------------------------------------------

File Description	Documents
Provide URL for stakeholders' feedback report	http://gcct.ac.in/igac
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

143

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

40

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

- The proficiency of students is diverse not just in terms of regional and linguistic aspects but also their level and pace of comprehensibility. Students' level of comprehension, classroom observation, interaction, continuous and periodic assessment are used as measuring tools to assess the learning levels of the students.
- Institute has drawn up the schedule for organising remedial classes for slow learners. [Example of remedial class: Even semester, 2022 (Jan - June); Computer Architecture for 4th sem IT students; No. of student = 6; Dates : 12.3.22, 26.3.22, 9.4.22, 23.4.22.] Teachers are able to give one to one attention in remedial classes and focus on individual problems in a better manner. The departments use monitoring and mentoring to keep track of slow learners' progress. Tutoring by peers and senior students are encouraged. Corrected assignments and answer scripts are shared with each student and discussed to enable students to recognize their problem areas and improve. Faculty makes it a point to be patient and accessible to students personally, over the phone, mail, and social apps. Training and Placement Cell conducts grooming sessions and mock interviews for all students with special emphasis for slow learners to enhance their employability.
- Advanced learners are encouraged to study additional reference books on the subject of study. Gold Medals are awarded to the toppers in the Graduate Day celebration. Students are encouraged to participate in seminars, conferences and workshops to gain knowledge. The faculty facilitates students to publish their articles in renowned peer-reviewed journals.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/08/2022	449	54

File Description	Documents
Upload any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

1. Experiential learning:

1.1. Project method: Students undertake project work as per curriculum's requirement. Project work stimulates students' interest in subject and provides the student with an opportunity for freedom of thought and the free exchange of different views.

1.2. For real-life exposure, students are encouraged to participate in competitions at the National and International levels. For example, Ms. Debarati Datta and Mr. Suman Ghanta has participated in International Conference on Global Trends in Traditional to Space Ceramics organised by IIT BHU.

1.3. Industrial Visits: Departments Plan and Organise industrial visits for students to provide exposure to industrial practices.

1.4. Invited Lecture: Invited lectures by eminent experts from industry and academia of repute are organised to supplement the teaching process and provide experiential learning.

2. Participative learning:

2.1. Teamwork: The students are involved in group activities while attending laboratory classes, projects, seminars, group discussions, etc., under teachers' guidance. Institute organizes different activities to promote the spirit of Teamwork through NSS. The activities include tree plantation, health awareness camp, water conservation. NSS also organises self-defence programs. A rally on "Environmental Awareness" was organised by NSS on 26.04.2022 involving 100 volunteers.

3. Problem-solving methodologies:

3.1. Case studies: Students are provided real-life problems to solve with logical thinking and practical knowledge. For example, a group of students have developed the CO-attainment software of the institute.

3.2. Research Activities

Research activities are conducted in each department under the guidance of faculty.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

1. Overhead LCD Projectors are available in all classrooms and few laboratories
2. Desktop and Laptops- Computational facilities are available in all laboratories of CSE and IT Departments. Few Laptops are available for use of faculties in addition to desktop.
3. Printers are available in all computational laboratories. Printing facilities are available in different laboratories of the CT department. Faculties are provided with printers.
4. Multi-functional Photocopier machines are available in all academic and administrative departments.
5. Scanners are available in all academic and administrative departments.
6. Three conference rooms are equipped with audiovisual facilities.
7. Five smart boards are installed in the smart classrooms.
8. Auditorium is equipped with state of the art audio-visual facilities.

9. Online Classes are conducted through licensed version of Google Suite.

10. Students have access to the facility of classes of MOOC, NPTEL, Coursera etc.

11. Library has subscribed to the resources of digital library(UGC INFLIBNET N LIST)

12. One state of the art language lab is present in campus with ISILS software (Interactive Software Integrated Learning System) CACM, (CACM, STEP IIT Kharagpur)

13. Teachers use the following e-resources like MHRD-Virtual Lab, SWAYAM, NPTEL, Youtube videos, e-pathsala, UGC INFLIBNET N LIST etc

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://gcect.ac.in/igac/
Upload any additional information	No File Uploaded

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

51

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	No File Uploaded

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Preparation and Adherence of Academic Calendar: The institution prepares the academic calendar in the meeting of the examination committee at the beginning of each academic year. The academic calendar has schedule of commencement of classes, dates of Mid Term Examinations, filling of the examination

form, End semester examinations and publication of examination results. The academic calendar is displayed on the website of the institute. Thereafter, the timetable is prepared by the departments as per the academic calendar. Utmost care is taken to adhere to the academic calendar of the institute.

Preparation and Adherence of Teaching Plan: The concerned faculties prepare teaching plans for the respective subjects they teach. These plans are made at the beginning of the class and serve as a guideline for outcome-based teaching in the class. The Principal and HODs assess the progress of each subject to ensure timely and effective completion of the course as per the academic calendar.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full-time teachers against sanctioned posts during the year

54

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

21

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

463

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

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

15

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The following reforms have been implemented in the examination system: (a) continuous assessment (b) 50% weight in continuous evaluation and 50% weightage in end semester examination and (c) viewing of answer script before the publication of result.

Institute has developed an in-house examination management system in which different activities such as filling of forms, admit card generation, uploading of marks, result preparation are done in IT enabled manner.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

Programme Outcomes of each program are displayed in prominent locations in the departments of the institute.

The Course Outcomes of each subject has been inserted in the course content of each subject of the syllabi.

Detailed curriculum of each program has been made available on the college website.

This enables the teachers and students of the institute to get easy access to the document.

The following mechanism is followed by the institution to frame the Course outcomes:

- The departmental committee frames the initial draft of the syllabus of different courses along with course outcomes in line with program outcomes.
- The Board of studies of each department approves the syllabus after thorough scrutiny.
- Thereafter, the syllabus is placed before the Academic Council for its approval.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

CO attainment:

It can be found out by direct methods and by indirect methods like Course End Survey.

Course End survey is conducted at the end of the course by the faculty concerned to evaluate course outcome attainment contributing to programme outcome.

80% weightage is given to Direct assessment and 20% weightage is given to Indirect assessment.

Step 1: Teachers are required to set questions in the examinations (Mid Term exam and Semester End examinations) keeping in mind the COs of the particular subject and thereafter a report is generated to visualize the CO wise marks distribution.

Step 2: After the examination is complete, the CO attainment level is measured using the following formula:

CO attainment for ith CO= (SUM OF MARKS ATTAINED/SUM OF ALL MARKS ALLOTTED TO ith CO)X100%

PO attainment:

Each programme outcome is assessed using data collected from direct and indirect methods as described below:

Direct method of assessment for programme outcome consists of mapping Course Outcomes with Programme Outcomes and Programme Specific Outcomes.

Indirect method of assessment for programme outcomes consists of:

1. Alumni survey
2. Employer survey
3. Course end survey
4. Graduate survey
5. Student Satisfaction Survey

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

130

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

<https://gcect.ac.in/igac/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

RESEARCH POLICY

To create and promote a culture of research among the faculty and scholars of GCECT.

To identify research areas and research topics of academic, applicable and socially relevant significance.

To ensure quality, integrity and ethics in research.

A quarterly journal ``Scientific Voyage'' is continuing for publication of research findings by the faculties and scholars.

To serve as a facilitator providing professional guidance, technical support and recommendation for financial assistance.

Individual research scholars should be free to select the subject matter of their research, to seek support from any legal financial source for their work, and to arrive at their own findings and conclusions.

These findings and conclusions should be available for scrutiny and criticism of peers. Research techniques should not violate established professional ethics pertaining to the health, safety, privacy, and other personal rights of human beings or to the infliction of injury or pain on animals.

The management should create an environment conducive to research by providing suitable infrastructural facilities such as space, library, lab facilities as well as modern instrumental facilities and funding if available, based on the educational merit of the proposed research.

The complete research policy of the institute is available at www.gcect.ac.in

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://gcect.ac.in/igac/
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

1

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

12.692

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

3

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

1

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

2

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	http://www.serb.gov.in/home.php; https://www.irel.co.in/; Vigyan Sathi :: Department of Science & Technology and Biotechnology, West Bengal
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The institute has a focus on an ecosystem for innovations, creations and transfer of knowledge. A Centre of research is shortly going to be established in the institute. Members of faculties are encouraged to put forward their research proposal. Faculties are also encouraged to receive grants from different funding agencies to continue their research and development.

Dr. B. K. Sanfui, Asst. Professor of Ceramic Technology and his groups have fully concentrated upon development of advance engineering materials like ceramic membranes for the separation of CO₂ from flue gas as well as value added products like light weight building bricks prepared from agricultural waste, and abrasion resistant ceramics from industrial waste etc. Dr. Sanfui and his groups have also successfully characterized and developed four types of zirconia powders supplied by IREL

namely (1) 3.5 mole % Yttria stabilized zirconia powder (3YSZ), (2) 8 mole% Yttria stabilized zirconia powder (8YSZ), (3) 9 mole % Magnesia stabilized zirconia powder (9MSZ) and (4) 12 mole% Ceria stabilized zirconia powder (12CSZ) and their respective products for structural as well as advance engineering applications. Dr. Sanfui also filed application for granting two patents for his newly developed products and a few are under preparation.

1. Enhancement of thermal oxidation resistance properties of MWCNTs by MgAl-Binary oxide coating and its preparation there of, Indian Patent, Application number 202131045889 2. A novel process for the production of high strength light weight construction material using rice husk ash and Portland cement, Indian Patent, Application number 202231002572 3. An energy efficient process for the production of magnesium aluminate spinel ceramic, Indian Patent, Application number 202131017942

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

2

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check

A. All of the above

through authenticated software

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

3

File Description	Documents
URL to the research page on HEI website	https://gcct.ac.in/download/Miscellaneous/Annual-Report-2021-2022-Final.pdf
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

1.83

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	No File Uploaded

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

0.27

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

41

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

45

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0.31

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Tree Plantation in the GCECT campus, Health checkup camp organized in the GCECT campus, Celebration of International Women's Day, Sky Watching Camp (22.06.2022 participant 137), Celebration of International Yoga Day, World Environment Day Celebration, Rally on Environmental Awareness (26.04.2022, participant 100)

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

1

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

5

File Description	Documents
Reports of the events organized	View File
Any additional information	No File Uploaded

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

168

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/

student exchange/ internship/ on-the-job training/ project work

102

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

1

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

Suitable number of classrooms are available with adequate seating arrangement and ventilation. Many of these classrooms have ICT facilities (11) while some classrooms are dedicated smart classrooms (5). LCD projectors (18) are available for classrooms and laboratories. Classrooms have Wi-Fi facility with 100 mbps internet connection (provided by NKN). The institute provides well-equipped furnished laboratories. Some important laboratories are mentioned below-

ceramic technology

Refractory, Cement & Concrete, Unit Operation, White ware, Glass, Coating, Instrumental Analysis, Nano Materials and Sol-gel, Energy Engineering, Thin Film, Project, Physical Testing

Computer science and engineering/ information Technology

Basic Computing, System Administration, Object Technology, Digital Electronics, Microprocessor, Communication Engineering, Distributed Computing, Physics, Chemistry, Engineering Drawing, Modern English Language, Central Computing

Basic Sciences and Engineering

Basic Electronics, Mechanical Workshop, Electrical Engineering

Advanced laboratories are set up using grants from National Funding Agencies. VLSI Lab, Image Processing & GIS Lab, Image Processing & Computer Vision Lab are some of them. The laboratories provide state-of-the-art computing facilities. More than 200 computers with internet connections are available in the laboratories. The institute has some specialized instruments/equipment for advanced study/research and these are mentioned below-

Nano Particle Size Analyser, Sedigraph Fully automatic Micro-hardness tester, Horizontal Dilatometer, High Temperature Viscometer, Lanmuir-Blodgett Thin film Apparatus, Spin and Dip Coater, Furnace (Spectro Photometer & pc control), Fully Computer Controlled high precision compressive strength testing machines, Non destructive elastic property analyzer, ERDAS Imagine Professional, ENVI, IGIS, IDL, Virtual GIS, Multisim, VSLI Design Toolset, Amplifier, ISILS Software for Language Lab, Operating System Winpro.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

- The institute always encourages their stakeholders in various extracurricular activities for improving their physical and mental health. Hence, several infrastructures are built and maintained regularly to promote such extracurricular activities for both students and staff. Among these facilities,

- Air-conditioned indoor auditorium with 250 seating capacity is used for organising the different cultural events, seminars and get together
- One seminar hall (seating capacity around 50) is also available for hosting the technical seminars, workshops and conferences etc.
- Both these halls are having in-built sound system facility and electrical systems.
- One dedicated yoga/karate room for hosting the different yoga/karate training/events on a regular basis.
- The institute also encourages indoor games like chess, table tennis, carrom etc. with competitions being organized in periodic intervals.
- The institute has also set up a gymnasium with cycling, treadmill and weight lifting facilities.
- Provisions for outdoor games are also available with two playgrounds adjacent to the main building which are frequently used for hosting the different sports events from time to time.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

18

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

3.04

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

1. Name of the ILMS Software = KOHA

2. Nature of Automation = Fully

3. Version = 21.05.03.001

4. Year of Automation = 2005 (Library was automated using LIBSYS Software in the year 2005. Thereafter KOHA Software was installed in 2021.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

4.119 lakhs	
File Description	Documents
Audited statements of accounts	No File Uploaded
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

38

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The institute has both wired and Wi-Fi internet connections with 100 mbps bandwidth (provided by NKN). In this context, it is to be noted that, there is no such distribution of bandwidths between wired and wireless networks and the whole bandwidth is available for both of them. The cyber security issues of the institute mainly based on a proxy server and an application level firewall. Moreover, the institute takes proper initiatives for updating and maintaining these IT infrastructures. Importantly, this maintenance process is need based, where the institute places the requisition to the Higher Education Department, Govt of West Bengal and after proper approval, the work is executed as per the West Bengal Govt. financial rules by utilizing the state govt. allotted budget.

The IT policies adopted in the institute for procurement, maintenance and augmentation of computational and network facilities including Wi-Fi and cyber security aspects are attached in the additional information section below.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
449	324

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 250 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

D. Any one of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

13.36

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

Public Works Department (Civil and Electrical division), Govt. of West Bengal maintains all the physical infrastructures. PWD carries out detailed inspection as per requisition and submits the estimated budget for the proposed work. The budget is then approved by Higher Education Department and the work is executed. For urgent plumbing and sanitary work, the College authority executes it and submits the bill to the Kolkata Pay A/Cs office for payment. The PWD electrical division has an office within the college for day-to-day electrical maintenance activities.

All purchases and maintenance are decided by the Purchase committee. Any purchase costing over Rs. 10,000/- is done following West Bengal Financial Rules. A network maintenance committee is also constituted with faculties and technical assistant. The Security and house-keeping services are outsourced by following the Govt. rules. The HODs with teachers, selects the books and e-contents for library. Students' demands are noted in the requisition register maintained in the library. Day to day operation viz. accessioning, shelving, retrieval, issue, return, restoration, shelf rectification, cataloguing, data entry are done by the librarian. Pest controlling and binding of damaged books are outsourced. Maintenance of computer and photocopier machines is done through AMC. The library committee regularly frame policies and procedures for development of the library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

98

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

60

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

C. Any 2 of the above

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	View File
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

11

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

5.2 - Student Progression	
5.2.1 - Number of outgoing students who got placement during the year	
69	
File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
5.2.2 - Number of outgoing students progressing to higher education	
5	
File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded
5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year	
5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year	
13	
File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	No File Uploaded
5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year	
0	

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Student Welfare Association and its representatives are responsible for organizing various co-curricular activities for 400 plus students in the campus and assessing the requirements of the students for putting them before the Principal of the college for necessary action. Also, they look after the welfare of the students as a whole and put forward grievances of the student community, if there be any, before the authority. The students' representatives work as facilitators for the functions of training and placement cell of the college. The students' welfare Association are also responsible for assisting, motivating, counselling and organizing various events during Jagriti, their cultural annual fest and Karmatec, an inter college technical fest held at the campus respectively. General Secretary of the Welfare Association is a member of the Governing Body of the college. A few student representatives are also actively involved in assisting the HODs and training placement cell for organizing industrial training, industry visits and both on and off campus placement drives.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

5.3.3 - Number of sports and cultural events / competitions organised by the institution

6

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The college has a registered Alumni association. The Alumni Association of Govt. College of Engineering and Ceramic Technology is very active and functional. The alumni association is working continuously to organize special lectures, different technical seminars, academic convention, workshops and yearly event like National symposium cum Alumni meet at the college campus to strengthen the bonding between the former students and current students and faculties of the institution. Alumni Association also funds different programmes jointly organized with the institution for the benefit of students and faculty. Some alumni members are members of BOS of Ceramic Technology as well as Academic Council of the institution. Many alumni make scope for the internship to the present students. Few alumni are senior VPs/Managing Directors of reputed industries, few are heading production, international marketing, project divisions etc. It maintains a secured website: <https://www.gcetalumnus.org> for communicating purpose, the association uses an email id: gcetalumnus@gmail.com. The College collects feedback from the alumnus and suggestions from that end are being well considered for developing the curriculum and other developmental activities of the College. For this session the Alumni Association has organized the following activities:

1. The association has given "Professor Sasadhar Roy Memorial Award".
2. The alumni association inaugurate this benevolence fund on 1st January, 2022.
3. The alumni association has been organizing a Homoeopathic Medical Health Camp at our Alumni office, located in our

institute campus.

The details about the above activities has been uploaded in additional information part.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.gcectalumnus.org/

5.4.2 - Alumni's financial contribution during the year	E. <2 Lakhs
----------------------------------------------------------------	-----------------------

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Vision of the Institute:

To be a centre of excellence in various fields of engineering and technology by imparting core knowledge to the students

Mission of the Institute:

M1: To impart high quality technical education with ethical values that will produce globally competitive engineers & technologists.

M2: To inculcate entrepreneurial skill and leadership quality amongst potential students.

M3: To motivate students for acquiring and eventually generating advanced knowledge.

M4: To create compassionate, responsible and innovative global citizens.

M5: To strengthen Institute-Industry interaction to make the

students aware of real problems in the Industries and solutions thereof.

The institution follows a participatory mode of governance and management with all stakeholders. The Governing Body of the institution delegates authority to the Principal. Principal, with due consultation with the members and faculties of different subsequent levels of functionaries like Statutory Committees (Governing Body, Academic Council, Board of Studies, Finance committee, Faculty council), Non Statutory Committees (Administration, Discipline, Anti-ragging, Sexual harassment, Equal opportunity, Grievance redressal, Purchase / Tender etc.), Academics (IQAC, Academic audit, Research, Library, College examination), NSS, Sports, Cultural) and Placement, Training and Career Counseling committee takes decision in determining and implementing different institutional policies.

The institution has different perspective/strategic plans for systematic running. Grants received from government sources viz. UGC, AICTE etc. and non-government sources such as Alumni Association are used for administrative, infrastructural, academic (ICT enabled teaching-learning, upgradation of curriculum) and research and development through grants and collaboration.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Practices of decentralization and participative management are observed in several areas. The college is under the administrative control of Higher Education Department, Government of West Bengal and is overseen by the Directorate of Technical Education (DTE). The institution follows West Bengal Service Rules and West Bengal Financial Rules. Proposals in respect of upgradation and augmentation of infrastructure are initiated from the departmental level with inputs from the students and other stake-holders, which are then placed before the Principal. After making necessary formalities for purchase, the matter is placed to the purchase committee, consisting of

faculties and administrative staff. For any new construction, proposal is placed before the GB for recommendation and onward transmission to the HE department through the DTE, WB for administrative approval and sanction of funds. Apart from that, all faculties and stake holders are involved in the development of the curriculum of the college. The proposals received in respect of designing of the curriculum modification of course, if any and other academic regulations, are discussed in the departmental and IQAC meetings and placed in the respective Board of Studies (Bos), Academic Council and finally to the Governing Body for approval and implementation. Different bodies constructed for administration (such as Anti Ragging Committee, Grievance Redressal Committee, Admission Committee, Examination Committee, Establishment Committee for SC/ST), academics (BOS, Academic Council) and quality assurance (IQAC, Library Committee etc.) help the institute to work out the strategies smoothly.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The institutional Strategic/Perspective plan is clearly articulated and implemented in the following areas:

Teaching and learning:

- Excellence in teaching learning process: good placement record.
- Well-equipped library with access to lots of e-books and e-journals.
- Laboratories with sophisticated machineries and latest softwares.

- Multimedia projection, ICT enabled smart class rooms.
- Hi-speed internet.
- State-of-the-art language laboratory: enhancing communication skills.
- interactive learning through study tours, industrial training, workshops, seminars.
- Continuous evaluation through class tests, assignment etc.
- Remedial classes and laboratories for slow learners.
- Recording of online classes.

Research and development:

- Dedicated research committee
- Teachers are motivated to take up sponsored research projects, organize / attend conferences and seminars
- Publication of research findings & UG/PG projects in conferences and journals
- collaborative works with industry, research laboratories, other academic institutes
- College research journal "Scientific Voyage"

Community engagement:

- The NSS unit of the college: community engagement programmes, environmental and green energy plans.
- Observation of different important days with the neighborings.
- Computer literacy among the local people.
- College holds in-campus eye camp, yoga classes, self-defense classes (karate) for girls.
- Homeopathy camps by alumni association.
- Installation of displays with environment-saving slogans.

Human resource planning and development:

- High-class learning environment, offering world-class course curricula, latest infrastructural facilities, industrial problems, to make responsible citizen in the society.
- Career advancement scheme (CAS) for faculties as per Govt. rules.

Industry interaction and Placement:

- Industry Institute Cell.

- The Placement Cell
- Some students undertake industry project as their student project.
- invited lectures from Industrial experts

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

- The college is under the administrative control of Higher Education Department (HED), Government of West Bengal and is overseen by the Directorate of Technical Education (DTE).
- The DTE deploys Principal, who along with the Governing Body is responsible for the primary decision making; followed by the subsequent departments and faculty members.
- The Board of Governors is constructed with external and internal members with Principal as ExOfficio Member Secretary.
- Principal and Registrar are the core of the administration including financial matters. Principal puts forward the financial projects and grants received from the HED to the Accounts Officer, who holds a major role in financial aspects and are governed by the Financial Management Committee (FMC) of the Government. Principal, along with the HoDs, Administrative office and Accounts section executes the major administrative decisions.
- Academic decision makings primarily rely on Board of studies and Academic Council, HoDs, the IQAC and Principal.
- Other Statutory and NonStatutory Committees, NSS, Cultural and Sports and Placement, Training and Career Counseling committees, Grievance Redressal cell, Discipline committee, Anti-ragging committee, Sexual harassment committee, Equal opportunity committee, Internal Complaint Committee, Planning and Monitoring

committee, College web site committee, Purchase committee, Scholarship committee, Green Campus committee work functionally. Registrar of the college is the appellate authority in regard to RTI Act, 2005.

- Academics matters are discussed with IQAC, Faculty council, Academic audit committee, Research committee, Library committee and College examination committee.
- West Bengal Service Rule (WBSR) and Revision of Pay and Allowance (ROPA) is followed by the institute.

File Description	Documents
Paste link to Organogram on the institution webpage	http://gcect.ac.in/mandatory-disclosures/
Upload any additional information	View File
Paste link for additional Information	Nil

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

B. Any three of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

- The welfare measures for teaching and non-teaching staff are same as State Government schemes.
- The permanent employees are getting benefit of general provident fund, gratuity on superannuation and pension.
- The employees are entitled to get residential accommodation in Government Housing Estates .

- Provisions for various loans from the Government are also available.
- All teaching and non-teaching staff are entitled to get free medical treatment under the West Bengal Health Scheme (WBHS) for themselves and their dependent family members in Government and private hospitals throughout the country as per existing rules.
- Group insurance policy for every employee of the College as per Government rules.
- Child Care Leave (CCL) can also be availed by the employees, which is a paid leave. Female employees can avail CCL of maximum 730 days and male employees can avail Paternity-cum CCL of maximum 30 days for grooming of their children as per the Government CCL scheme.
- Provision for LTC is also there as per the rules of Government of West Bengal.
- There is a provision for the festival bonus or advance of salary, depending on the basic pay of the employee.
- Apart from these, on demise of in-service Government staff (depending on pay scale), there is a provision for the appointment of his/her son/ unmarried daughter on compensatory ground.
- Career advancement of the teaching staff is aided by the option of Career Advancement Scheme (CAS).

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

6

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

4

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

College has statutory Financial Management Committee and a defined mechanism of CAG audit of its accounts regularly as per Govt. Finance rules. Office of Principal Accountant General (Audit), WB provides an Inspection Report of college accounts for onward transmission through the department of Higher Education.

Internal audit is conducted by Internal Audit Wing of Finance Department. Autonomy grants sanctioned by the UGC are audited by registered Chartered Accountants appointed by college. The Audited Utilization Certificate is sent to UGC within stipulated time. Other grants received for seminars, symposiums, research projects etc. are also audited by

qualified auditors appointed by college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

1. The Budget Branch asks for Budget from each Department.
2. Department conveys the same to it's down the line Directorate and other offices to send the estimate of the current year expenditure on the basis of last year's expenditure.
3. Budget Branch publishes the Budget after compilation.
4. Departmental Financial Advisor send Statement-E for release of ceiling Balance (for Non plan head).
5. Budget Branch during the year releases ceiling Balance at 25%, 50%, 75% and 100% rates, then Admin Department from its end redistribute fund directly to DDO (Drawing and Disbursing Officer) or any other sub-allotting officer. Then the concern suballotting officer needs to distribute the fund to DDO for the ultimate disbursement of fund from the Govt. eschequer.
6. After receiving fund at budgetary head, a DDO draw the fund by submitting bill at Pay and Accounts Office or Treasury

through IFMS (Integrated Financial Management System)

7. DDO can send Budgetary Estimate Statement as and when required. In case of re-appropriation or augmentation of fund from one head to another, Statement-F is send to Budget Branch through proper channel.

8. For Non-Budgetary Head, Funds from UGC, Science and Technology Department, DST credited directly to the college Bank Account, which is disbursed by issuing cheques. Proper audit is done at the end of the year and utilization Certificate needs to be provided to the concern Fund releasing Authority.

(n.b.: Statement -F: When there is insufficient fund under one head, the money is borrowed from another head in which there is excess of fund (re-appropriation and augmentation of fund).

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

- IQAC formulates the quality policy of the whole academic system of the institute
- continuous evaluation process has been found to improve quality of learning as observed from class response
- Elective subjects based on requirement of the Industries have been incorporated in the syllabi
- Additional classes for soft skill were arranged for first year students to improve their communication and soft skills.
- The feedbacks received from the students were discussed critically in the departments.
- In spite of being under the COVID 19 pandemic and lockdown situation, different industries were approached to hold campus interviews through online mode and a good placement of students was achieved

- Research was encouraged among the faculties and students; collaboration with industries and other institutes was also encouraged
- The committee reviewed the best practices followed by the institute and found that it had been implemented in letter and spirit and improved the overall scenario from the previous sessions
- Encouragement for best performance in the examination by making provision of best graduate award
- Continuation of Comprehensive Lab Assessment through a panel of external experts improved students' performance in laboratory and imbibed more transparency in the system
- Continuation of Honours courses with additional 20 credit points to be acquired through the online MOOC has been continued
- Plans for the prospective conduction of national and international seminars and workshops, both in online and offline modes were taken by the cell

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

- Online interaction of the faculties with students during the classes were reviewed and discussed with faculties
- Utmost care was taken to see that academic activities go unhampered during the COVID19 lockdown period
- Online classes continued as per time table prepared in Google Classrooms, using Google Meet. Official GSuite IDs were issued to every teacher and student.
- The conduction of the online classes was monitored periodically by the Principal, the Chairman of the IQAC. Records obtained from the System Administrator were monitored carefully regarding attendance of the students
- The faculties were advised to record each of the classes and share the link of the recorded classes with students
- The IQAC also recommended the teachers for uploading quizzes and assignments periodically as a part of continuous evaluation process
- Teachers were advised to prepare/modify the course

material and develop the learning outcomes from the modules and Course Outcomes by the IQAC

- Teachers were advised to frame the mid semester and end semester question papers keeping in mind the intended learning outcomes and Course Outcomes
- Since, a part of the session was within COVID 19 pandemic, it was decided that the mid-term examinations would be conducted online and the mode marks distribution of examination were decided accordingly
- During the end of the session, offline classes were resumed. The even semester end semester examination was decided to be conducted offline in college campus
- Viewing of answer scripts was allowed to students for better transparency
- All departments discussed the feedback amongst the faculty

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

B. Any 3 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	http://gcct.ac.in/annual-report/
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

a) The institute desires to see women’s full and effective participation and leadership in all areas of life to drive all-round progress of humanity. With a view to promote this message International Women’s Day was celebrated on 8th March, 2022, in which both male and female students deliberated on the theme, keeping focus upon means and ways of more empowerment of women .

b) The institute remains always committed to deliver the benefit of Kanyashree Prakalpa (a project aiming at empowerment of women of West Bengal) run by the Government of West Bengal to the eligible female students. The project seeks to improve the status and wellbeing of girls, specifically those from socio-economically disadvantaged families through Conditional Cash Transfers by:Incentivizing them to continue in education for a longer period of time, thereby giving them a better footing in both the economic and social spheres.The schemes benefits are paid directly to bank accounts in the girls’ names, leaving the decision of utilization of the money in their hands.A female student is eligible for a One-Time Grant of Rs. 25,000/-, to be paid after she turns 18, provided that she is engaged in an academic or occupational pursuit and is unmarried.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.wbkanyashree.gov.in/kp_4.0/index.php

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	A. Any 4 or All of the above
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File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

In order to maintain cleanliness and hygiene the institute always keeps watch upon proper disposal of waste generated every day. Being situated in the heart of Kolkata city, the institute gets the service of waste disposal squad of Kolkata Municipal Corporation which collects the waste from the premises on daily basis. Large plastic vats are kept at strategic positions inside the premises for dumping separately biodegradable and non-biodegradable waste materials.

At one corner of the boundary a pit is maintained where biodegradable materials like dry leaves & dead seasonal flower plants are dumped from time to time for composting which after maturing are recycled as plant nutrients.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	A. Any 4 or All of the above

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy undertaken by the institution	
7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities 	B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.</p>	<p>A. Any 4 or all of the above</p>
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File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).</p>	<p>Being a wholly owned state government institution, the entry is restricted to domiciled candidates only, which implies that there exists fairly enough harmony among the students in terms of cultural, regional, linguistic, communal identities from the</p>
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very beginning. Domiciled students include people settled from different regions of India pursuing various faiths. The state of West Bengal seldom witnessed any kind of communal tension in recent history. Apart from the fact, to iron out differences which may cause tension among different sections, the institute regularly organizes various programs. The freshers have to undergo a two-week orientation program, before they join their formal classrooms, in which they get to know each other more closely apart from bonding with faculty members as their mentors. Throughout the whole year the students are encouraged to organize and participate in various programs like JAGRITI Festival, KARMATECH festival, Freshers' Welcome, Farewell for outgoing students, Teachers' Day celebration, Independence Day and Republic Day celebration and myriad other activities to make sure that no sections of students feel left out and their sense of separate identity, whatsoever, gets hurt.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

The objective of the institute is to produce employable engineering graduates with strong human values and awareness about the rights and duties of responsible Indian citizens. To fulfil this objective, the study of the basics of the Indian constitution has been made compulsory in the course-curriculum across all departments. To reinforce the training of the students in this regard, they are encouraged to participate in various NSS programs. The NSS unit of the institute headed by a dedicated faculty member regularly organizes events to promote values enshrined in the constitution. It celebrated International Women's Day, International Yoga Day, Red Ribbon Club activities etc.

It is also the duty of the institute to create awareness among the employees about the essence of the Indian Constitution in order to make them more equipped to live with neighbours in complete harmony both in their workplace and dwelling territory. Lectures are organized with employees as participants under the guidance of knowledgeable persons to

discuss the features of constitutional obligations and how those elements play out in real life to avoid serious social conflict.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

A. All of the above

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institute never intends to keep its students confined to their professional goal in narrow material sense. It always desires to mould them in such a manner so that they come out as professionally competent and highly spirited, sociable persons at the end of their study. To realize this, the institute celebrates important national and international days in

attractive ways with due respect and allows students to organize many events themselves so that through these initiatives they could learn to quickly pick up skills like striking friendship effortlessly with fellow people and leading a group in organizing events, which would benefit them greatly in future in performing tasks with ease in community environment.

The institute celebrates independence Day and Republic Day to commemorate the contribution of freedom fighters, maintaining all standard protocols. The students, on their part, also play their role in befitting manner by organising events like birthday celebration of Rabindranath Tagore and Kazi Nazrul Islam, Teachers' Day, Swaraswati and Biswakarma Puja etc. every year. Moreover, during the pandemic, the students, on their own, regularly organized online cultural programs to buck up the sagging morale of all and sundry.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	No File Uploaded
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Weblink is to be provided as per the prescribed format of NAAC

Best Practice 1: Introduction of tools to calculate percentage attainment of course outcomes and map questions against course outcomes in all levels of examinations.

https://gcect.ac.in/download/IQAC/BEST%20PRACTICE%201%20_%202021-22.pdf

Best Practice 2: Maintaining strong tradition of socio-cultural activities in order to imbibe a good value-system among the students

https://gcct.ac.in/download/IOAC/BEST%20PRACTICE%20%20_%202021-22.pdf

File Description	Documents
Best practices in the Institutional website	https://gcct.ac.in/download/IOAC/BEST%20PRACTICE%20%20_%202021-22.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

The institute fixed its priorities as detailed below:

- to make students employable
- to make students fit for working in a social environment
- to groom the students in such a manner so that they come out at the end of the study as good human beings with nationalistic spirit.
- to impart the students the lesson of life-long learning

In order to achieve the above goals, the thrust areas were chosen in the following manner:

- imparting technical knowledge along with sound communication skill - both verbal and written and providing scope for internship in industry
- conducting NSS activities under the guidance of motivated faculties and encouraging students to participate in various types of competitions and various cultural functions including celebration of International and National days
- organizing motivating lectures by eminent persons from different walks of life of the society
- imparting industrial training to provide the scope of extended practical learning and arranging group discussions and seminars to enhance general promptness of mind and the ability

of self learning.

File Description	Documents
Appropriate link in the institutional website	https://gcect.ac.in
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Based on the inputs of the stakeholders, mainly students, the following action plan is chalked out, after consultation with various committees and administrative bodies of the institute, to improve services in various areas, for the year 2021-22

- Extension of the reading space in the library along with digitisation and automation for providing quicker service.
- Introduction of certificate courses on Machine Learning, Artificial Intelligence, Internet of Things and Big Data to create employment opportunities for local youths with basic education in Computer Science.
- In order to widen scope of research work, constitution of Research Committee and introduction of Ph. D program in the institute, in consultation with and under active guidance of the parent university MAKAUT.
- Signing MOU with NIT, Manipur, to initiate research work in an emerging area.
- Initiating steps to introduce M.Tech program in Computer Science in collaboration with the parent university MAKAUT.