

GOUR MAHAVIDYALAYA<MANGALBARI,MALDA

2.5.2.Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient :

Answer:The students are well informed during the orientation programme, notice board, college website and classes regarding the university norms for the award of internal assessment marks as well as the rules and regulations pertaining to the internal assessment tests and university examination. Every year IQAC requests Academic council and Examination Committee to convene meeting in this regard. The Academic Council and examination committee meet at regular interval to review and to discuss all the examination processes. At Institute level, effective implementation of tutorial and internal assessment test takes place and results are declared within one week. As per the resolutions adopted in the meeting of Academic council and Examination Committee, Internal Assessment Examination Schedule is prepared. Based on the Academic Calendar, We conduct the Internal Assessment examination. The timetable for the Assessment test is prepared by the Academic Council and Examination Committee and uploaded in the College website and notice board. The college conducts internal assessment examination(10 marks) and tutorial examination(8 marks) of each paper. Results are declared within one week. The evaluated answer sheets are distributed to the students to see their answer scripts and to discuss with respective faculty members. The student can approach the teachers in case they need a clarification on the award of marks based on the scheme of valuation discussed in the class. The mark list for Internal Assessment and tutorial examinations are prepared and uploaded in the college website. The Controller of Examinations, University of Gour Banga send portal and all the Heads of 19 Departments upload CBCS internal assessment marks and marks of tutorial examination. Both the authority of the University of GourBanga, Malda, and GourMahavidyalaya, Mangalbari, Malda, have formed online grievance cell. In course of online form fillup, downloading admit card, verifying students'

name, subject, and examination if there is any discrepancy, or wrong information, students have the right and option of lodging complain. Sometimes examiners evaluate answer scripts of final examination send by the controller of examinations, University of GourBanga, Malda, online. Examiners also upload marks online. After final examination result is declared, if any examinee is not satisfied with his or her performance, he or she can apply to the Controller of Examination, University of GourBanga, Malda, for scrutiny or reassessment. The Institute uploads notice sent by the controller of examinations, University of Gour Banga. Students submit on line scrutiny/reassessment form within ten days from the date of publication of final result along with the requisite fees and relevant documents to the Controller of Examination, University of GourBanga through Principal of GourMahavidyalaya. External examiners are appointed by the Controller of Examinations, University of Gour Banga, for each subjects/papers to evaluate answer scripts. After re-assessment or scrutiny, the Controller of Examinations, University of Gour Banga, informs the Principal and asks the students to submit earlier marks sheet and rectify marksheet. The following fact sheet shows the whole process is transparent and time-bound. It is time bound because the whole process is settled through online mode. It may be noted that the Grievance Cell, GourMahavidyalaya, convenes meeting and also maintains record in an electronic format as well as manual record in this regard.

gourgrievance cell @ gmail.com: Student Forum: Questio/Enquiry/Grievance	Reply /Ans wer
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1. (no subject)

Inbox



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

From: **PRASAD GHOSH** <prasadghosh1213@gmail.com>
Date: Thu, Oct 8, 2020 at 12:56 PM
Subject:
To: <gourgrievancecell@gmail.com>

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2..Sc. Physical Chemistry answer paper. RESMA
SULTANA

Inbox



| Please check the attachment Shared Wed, Oct 7, 2020
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Forwarded message -----



From: koushik

Sarkar <koushiksarkar576@gmail.com>



Date: Thu, Oct 8, 2020 at 7:45 PM

Subject: Ami koushiksarkargour college ar
student

To: <gourgrievancecell@gmail.com>

<p>5.wd: 225111dc_2502_43ba_8ca4_1cdbbdb44e07.pdf Inbox  Wed, Oct 14, 8: submit englishscripts <submitenglishscripts@gmail.com> to me</p> <p>----- Forwarded message ----- From: A Rakim <abdurakim100@gmail.com> Date: Wed, Oct 14, 2020 at 2:19 PM Subject: 225111dc_2502_43ba_8ca4_1cdbbdb44e07.pdf To: <SUBMITENGLISHSCRIPTS@gmail.com></p>	<p>We have informed the matter</p>
<p>6.Kalki exam hoba(r Syllabus pachina to) please help Inbox  Abhijit Mandal <am716790@gmail.com> to me Mon, Jan 4, 2:</p>	<p>Please see the tab of Notice in the College Website-gourmaha.org. For syllabus Please contact Head of the Depar</p>

tment



<p>7.Admission Inbox</p>  <p>Dabraj Biswas <madanchowdhury97@gmail.com> Thu, 2020, 4 to me</p> <p>Sir, My name is Madan Chowdhury.I could not be admitted to the final part ii.So can I be admitted again? I hope I can be admitted again.</p>	<p>Please contact office staff.</p>
<p>8.রীক্ষা Inbox</p>  <p>Asik Sultan <asiksultan3@gmail.com> Wed, No to me</p> <p>Bangla English</p> <p>Translate message Turn off for: Bangla</p> <p>আমাদেরসেকেন্ডইয়ারেরপরীক্ষাকখনহতেপারে।তারকোনস স্বাব্যডেটকিজানাতেপারবেন।</p>	<p>Please see the tab of Notice in the College website-gourmaha.org</p>
<p>9.ENVS (Comp.) Date- 14.10.2020.pdf Inbox</p>	<p>We have infor</p>



Priya Mahanto <mahantopriya@gmail.com>
to me

Fri, Oct 1

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<p>10.Application for absent in physics practical exam</p> <p>Inbox</p>  <p>Umme Ayman <ummeayman1998@gmail.com></p> <p>Sat, Oct 31 7:...</p>	<p>We have informed the matter to the Head of the Department, Physics</p>
<p>11.Fail in 2 subjects</p> <p>Inbox</p>  <p>Piku Goswami <pikugoswami01@gmail.com></p> <p>Sat, Nov</p> <p>to me</p> <p>Sir, I am a student of the first semester. I have failed in 2 subjects.It would be great if you could tell me how to test those 2 things.</p>	<p>Please see the tab of Notice in the College website</p>
<p>12.</p> <p>8.11 of 407</p>	<p>Yes, Please see the tab of</p>

(no subject)

Inbox



Rahul

Roy <rahulroymalda26@gmail.com>

to me

B.A semester 2 pass course er bhortiki start hoyeche?

Sun, Nov 15, 2020, 10:39 AM

Notice in the College Website

13.(no subject)

Inbox



Zed

Rahman <rahmanzed7063@gmail.com>

to me

Sir , It would be great if you inform me about the possible date of part ii registration and exam

No

Please see the tab concerning registration and exam in the College Website:16.01.2021 at 5 10 P.M.

14.When will BCA online classes start

Inbox




Gtx Op

to me

Please contact the Head of the Department of BCA, Gour Maha vidyalaya.: 16.01.2021 at 5 .5

	P.M.
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<p>15. LATIFUL SK <latifulsk1999@gmail.com> to me</p> <p style="text-align: right;">Jan 6, 2021, 2:</p> <p style="text-align: center;">Bangla English</p> <p>Translate message Turn off for: Bangla</p> <p>Answer sheet upload করার second process a email/WhatsApp arকথাবলাহয়েছে।কিন্তুকোন email /WhatsApp ?????</p>	<p>You did not mention year, Please upload answer scripts in the portal of Examinee, the University of Gour Banga, Malda:16.01.2021 at 5.3 P.M.</p>
<p>16. Bangla , elective bangla , education Inbox</p> 	<p>You did not mention</p>

Suvankar
Mandal <suvankarmandal6203@g
mail.com>

to me

Sr ami college kono group a nei tai amijanteparina
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Thu, Jan 7, 1:00 PM
(9 days ago)

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[17.chemistry paper v\(a&b\)roll-1219cemh no-0011.pdf](#)

Inbox



**SOURAV
DAS** <maldakolkata3574@gmail.com>

Jan 9, 2021, 2:28 PM
days

We have informed the subject Teacher. Please upload answer scripts in Exam portal of the University of Gour Banga, Malda. 16.01.2021 at 5 P.M.

[18.Bangali](#)

Inbox



**Suvankar
Mandal** <suvankarmandal6203@gmail.com>

Jan 9, 2021
PM (7 days)


to me

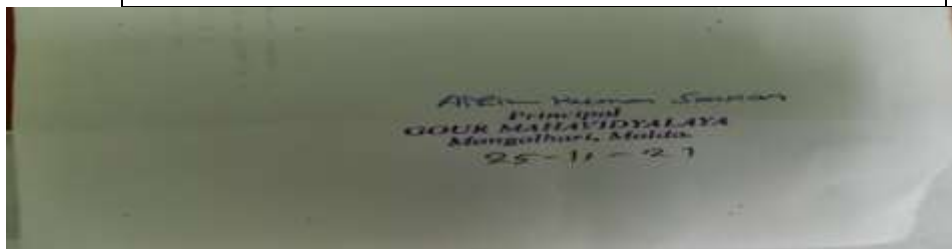
Amader exam kkhonhoche amra janteparchina.

You did not mention your Subject and Year.

Please amader number ta group a joint koren.

It may be noted that Part-1 and Part-11 Honours and General Examination schedule and Semester - 11 Examination Schedule are uploaded in the College Website. This is for your information

	n:16. 01.20 21 at4 .55 P.M.
<p>19.(no subject) Inbox</p>  <p>Masud Salam <masudsalam92@gmail.com> to me</p> <p>Jan 7, 2021, (9 d</p> <p>Sir I am admission 10/12/2020 How to download online payslip. Please tell me sir it's very urgent.</p>	Pleas e conta ct the Colle ge office or visit NET shop. 16.01 .2021 : 4:46 PM



portal.

Grievance cell-meeting:

GOUR MAHAVIDYALAYA, MANGALBARI, MALDA

Grievance and Redressal cell

Proceedings of the meeting of the Grievance and Redressal cell, Gour Mahavidyalaya, Mangalbari, Malda, held on 17.03.2021 at 4 P.M. in the Principal's chamber .

Members Present:

- 1. Dr. Ashim Kumar Sarkar, Principal/Chairman-**
- 2. Dr. N.K. Mridha, Convenor-**
- 3. Dr. P.K. Kundu, Coordinator, IQAC-**
- 4. Sri Satyajit Paul, Assistant Coordinator, IQAC-**
- 5. Smt Susmita Shome- Associate Professor and Member-**

Dr. Ashim Kumar Sarkar, Principal/Chairman, Gour Mahavidyalaya, Mangalbari, Malda, takes the chair and initiates the discussion.

Agenda: 1. To confirm the resolutions of the previous meeting.

1. Resolved that the resolutions of the previous meeting are read out and confirmed.

2. Agenda: 2. Request for reassessment of answer scripts of Ashif Ahmed (Roll-ID-B.A./20/0815 -Education-Honours-DC-1) and Pritha Sakar (Roll-ID-1200684-B.A./20-0684-History-Honours-Dc-2) of the Semester-1 .

2.Resolved that the applications and contents of the applications are read out and considered. Resolved in this connection that the faculty members of the Department of Education and History are requested to reassess answer scripts of Rimjhim Halder -Education-Honours-DC-1-Assignment) and Pritha Sakar(Roll-ID-1200684-B.A./20-0684-History-Honours-DC-2-assignment) of the Semester-1 (CBCS).It is observed that the faculty members have reassessed assignments submitted by of Rimjhim Halder - Education-Honours-DC-1-Assignment) and Pritha Sakar(Roll-ID-1200684-B.A./20-0684-History-Honours-DC-2-assignment) and prepared marks sheet. Faculty members have informed Rimjhim Halder -Education-Honours-DC-1-Assignment) and Pritha Sakar(Roll-ID-1200684-B.A./20-0684-History-Honours-DC-2-Assignment).

3.Agenda: Uploading of final year questions of the Department of Sanskrit.

3.Resolved that the contents of the application of astir Pramanik of the department of Sanskrit is read out and considered.Resolved that the Faculty members of the Department of Sanskrit are requested to upload final year question papers of the last five years in the tab of the Sanskrit Department in the college Website immediately.

4.Agenda:Settlement of unsuccessfull payment of Moumita Mandal(ID-B.A.-20-1552) , Rohan Sarkar(ID-B.Sc-20-0341) , the students of the Department of English.

4.Resolved that the applications and contents of the same of of Moumita Mandal(ID-B.A.-20-1552) , Rohan Sarkar(ID-B.Sc-20-0341) , the students of the Department of English,

are read out and considered. Resolved that Sri Sanjay Sen , Clerk, is requested to look after the matter and inform Aidna Infotech, Kolkata, to settle the matter. It is observed that the students lodged complains on 16.03.2021 and the matter was settled on 17.0.3.2021 at 2.30 P.M. P.M.

N.K. Mridha
Dr.N.K.Mridha
17 3 21
Convenor,GrievanceCel

Ashim Kumar Sarkar
Dr.Ashim Kumar Sarkar, 17/03/2021
Principal/chairman

Gour Mahavidyalaya,Mangalbari,Malda

