

Annual Quality Assurance Report (AQAR)

For the session: 2017-2018

Submitted by

Internal Quality Assurance Cell (IQAC)

Mahishadal Girls' College

Mahishadal, Rangibasan, Purba Medinipur

West Bengal



Submitted to

National Assessment and Accreditation Council (NAAC)

Bengaluru

The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be Academic Year 2013-2014.*

Part – A

Data of the Institution

(data may be captured from IQA)

1. Name of the Institution MAHISHADAL GIRLS' COLLEGE

- Name of the Head of the institution : Dr. Utpal Kumar Utthasani
- Designation: Principal and Secretary
- Does the institution function from own campus: Yes
- Phone no./Alternate phone no.: 03224 240520
- Mobile no.: 09434063854
- Registered e-mail: mgc_104@yahoo.co.in
- Alternate e-mail : utthasani@yahoo.co.in
- Address : Rangibasan, P.O. & P.S. : Mahishadal, Dist: Purba Medinipur
- City/Town : Mahishadal
- State/UT : WEST BENGAL
- Pin Code : 721628

2. Institutional status:

- Affiliated / Constituent: Formerly affiliated to Calcutta University (from 1969 to 1985) (No-C/186/AFFL. Dt. 23rd July, 1969) and now from the year 1985 it is under **Vidyasagar University, West Bengal, India.**

- Type of Institution: Women
- Location : Rural
- Financial Status: Grants-in aid and UGC 2f and 12 (B)
- Name of the Affiliating University: Vidyasagar University
- Name of the IQAC Co-ordinator : Dr. Debasis Mahapatra
- Phone no. : 09932090915
- Alternate phone no. 09434940062
- Mobile: 08918109561
- IQAC e-mail address: iqacugcmgc@gmail.com
- Alternate Email address: dmahapatramgc@gmail.com

3. Website address: <http://mahishadalgirlscollegewb.in>

AQAR: (Previous Academic Year): Yes

4. Whether Academic Calendar prepared during the year? Yes (University Academic calendar)

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B	71.95	2006	from: 2006 to: 2011
2 nd	NA	NA	NA	NA
3 rd	NA	NA	NA	NA
4 th	NA	NA	NA	NA
5 th	NA	NA	NA	NA

6. Date of Establishment of IQAC: 04/12/2004 (As per G.B. Resolution)

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
Regular meeting of quality assurance cell	28/07/2017(2hours)	9
	08/12/2017(2hours)	8
	03/04/2018(2hours)	9
Academic and administrative audit	Organized yearly as per university notification	-

Note: Some Quality Assurance initiatives of the institution are:

(Indicative list)

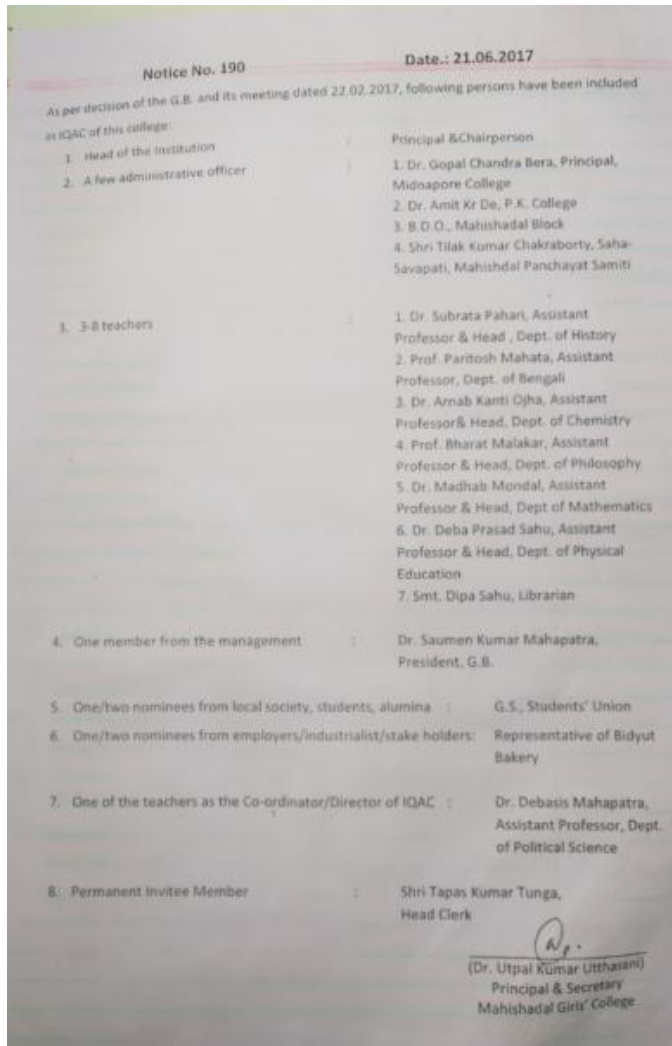
- *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements*
- *Academic Administrative Audit (AAA) conducted and its follow up action*
- *Participation in NIRF*
- *ISO Certification*
- *NBA etc.*
- *Any other Quality Audit*

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
Infrastructure for Indoor Sports Hall	Marge Scheme	UGC	2017-18	Rs.28,00,000
Infrastructure for Indoor Shooting Range	Marge Scheme	UGC	2017-18	Rs. 20,00,000
Sports Equipments	Equipment	UGC	2017-18	Rs.2,00,000
Youth Parliament Competition	–	Govt. of West Bengal	2017-18	Rs. 26,500
Sanitary Napkin	–	Govt. of West Bengal	2017-18	Rs.65,696
National Seminar(Pol. Sc.)	–	ICSSR	2017-18	Rs.90,000
Seminar (Philosophy)	–	ICPR	2017-18	Rs. 10,000
Infrastructure (Building)	–	Philanthropies	2017-18	Rs.20,000
Library Development	–	Philanthropies (P.C. Chandra)		Rs. 50,000

9. Whether composition of IQAC as per latest NAAC guidelines: Yes



*upload latest notification of formation of IQAC

10. No. of IQAC meetings held during the year: 03

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website.....

No

(Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? No

If yes, mention the amount: NA Year: NA

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

- Renovation of Indoor sports hall.
- Extension of the internet facility.
- IQAC decided to prepare AQAR for the academic session 2018-19.
- IQAC reviewed the routine of the college and CBCS status.
- IQAC convey thanks to some departments for publishing innovative wall-magazines.

13. Plan of action chalked out by the IQAC in 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
To undertake initiatives of up gradation of academic quality during this session	Performance of the students in various internal assessment tests, as well as the final result have been improved to a great extent.
Encouraging the faculty members to get involved in active research work	Some teachers have submitted their final Ph.D thesis.
Motivating the faculty members for quality enhancement	IQAC decided to organize national/international seminar and workshops
Motivating to introduce career oriented courses	Employability in Travel and Tourism Management, CND, Food Processing, MSW etc.

14. Whether the AQAR was placed before statutory body? No

Name of the Statutory body:

Date of meeting(s): NO

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning? No

Date: NA

16. Whether institutional data submitted to AISHE: YES

Year: 2017

Date of Submission: 30/09/2017

17. Does the Institution have Management Information System?

Yes

If yes, give a brief description and a list of modules currently operational.

(Maximum 500 words)

Admission process has been widely advertised through print and electronic media. The rules and regulations are provided through the prospectus and college website for the benefit of the students. The admission process is systematically administered and is transparent. The college also organizes Student-Parent-Teacher meet to get feedback on college functioning and other aspects. The college has an integrated library system. The parents are intimated through SMS service and phone calls by the Departmental Heads personally as and when the need arises to appraise the parents about their wards.

Part-B

CRITERION I – CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 Institution has the mechanism for well-planned curriculum delivery and documentation. Explain in 500 words

Curricular aspects are handled through Handbook and College calendar (academic), College's official website, Prospectus, Community Radio, Word-of-mouth, repeated reminders during morning assembly, Web lectures, and through Displays at the prominent places inside the college campus. The Orientation Programme for the first year students is also a suitable occasion to raise awareness and interest regarding the curriculum and its implementation. Our college implements Annual Plan, Departmental Plan, Teaching Plan, Lesson/Course Plan, Calendar and Attendance records. The College abides by the University rules by arranging Unit Tests in all departments. Our College offers Honours courses in Anthropology, Bengali, Chemistry, Computer Science, Education, English, Geography, History, Mathematics, Nutrition, Philosophy, Political Science, Sanskrit, Music and Sociology. General courses are also offered in all these disciplines, along with a few more subjects such as Physical Education, Physics, Physiology, Botany, Zoology, and Pure General. Our college offers a variety of professional and career-improvement courses. A Clinical Nutrition and Dietetics (CND) Course through projects and course-work aims to prepare its participants as nutritional guides and advisors.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
-	-	-	-	-
-	-	-	-	-

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
C.B.C.S. (B.Sc.)	July, 2017	-	

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.

Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
Anthropology (H)	UG	-	July, 2017	UG	-
Chemistry (H)	UG	-	July, 2017	UG	-
Geography (H)	UG	-	July, 2017	UG	-
Mathematics (H)	UG	-	July, 2017	UG	-
Nutrition (H)	UG	-	July, 2017	UG	-
Anthropology (G)	UG	-	July, 2017	UG	-
Physics (G)	UG	-	July, 2017	UG	-
Chemistry (G)	UG	-	July, 2017	UG	-
Mathematics (G)	UG	-	July, 2017	UG	-
Nutrition (G)	UG	-	July, 2017	UG	-
Geography (G)	UG	-	July, 2017	UG	-

Botany (G)	UG	-	July, 2017	UG	-
Physiology (G)	UG	-	July, 2017	UG	-
Zoology (G)	UG	-	July, 2017	UG	-
Computer Science (G)	UG	-	July, 2017	UG	-
Already adopted (mention the year)					
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year					
	Certificate	Diploma Courses			
No of Students	NA	NA			
1.3 Curriculum Enrichment					
1.3.1 Value-added courses imparting transferable and life skills offered during the year					
Value added courses		Date of introduction		Number of students enrolled	
Spoken Sanskrit certificate course 10 days workshop		8.1.17 to 17.1.17		52	
1.3.2 Field Projects / Internships under taken during the year					
Project/Programme Title			No. of students enrolled for Field Projects / Internships		
Field trip to Gazipur Mahishadal (Bengali Dept.)			62		
Field trip to Arakuvalley (Geography Dept.)			35		
Field trip to Digha (Geography Dept.)			37		
Project on Hons syllabys 8 th paper (Dept. of Education)			67		
Field trip to CFTRI Mysor			59		
The Social Cultural Profile of the Munda Tribe of Narayangarh Block, Paschim Medinipur, W. B. (Anthropology Dept.)			27		
1.4 Feedback System					
1.4.1 Whether structured feedback received from all the stakeholders.					
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents	
Yes	Yes	Yes	Yes	Yes	
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)					
<p>On a regular basis the feedbacks collected from present students, alumni, parents and employers are discussed, analysed and become the basis for future plans. The college achieves the challenge by incorporating meetings and gets together through various permanent and temporary bodies of the institution at certain frequencies. From the management to every staff member at various levels along with its public actively engaged themselves to collect feedbacks from one another, also informing the latest developments in their arena. The Feedbacks and the gathered information are then passed along through certain pipeline, ultimately reaching the highest concerned division.</p> <p>The college arranges regular meetings amongst its various faculty members. The minutes of previous meetings are presented and measures are taken to advance the fluidity and functionality of the administration. These meetings also discuss the feedback obtained at various levels of the college and decide upon future strategies. Discussions are held where the Principal presides and the members discuss teaching-learning challenges, co-curricular activities, new updates, and upcoming seminars and conferences.</p>					

These meetings concern themselves with preventive measures against negative feedbacks. Upcoming exam schedules, attendance issues, planning of various activities, guidelines for various departmental teachers and students, among other issues, are often important topics discussed. The Staff Council meetings and Governing Body meetings are frequently organised, to discuss advancement and future strategies. These meetings ensure the routine functioning of the college.

Teachers from each department conduct Parents' Teacher Meetings (PTM) frequently where parents also give their valuable suggestions to the departmental development. The alumni associations offer an interactive platform where the ex-students exchange ideas and information.

CRITERION II -TEACHING-LEARNING AND EVALUATION**2.1 Student Enrolment and Profile****2.1.1 Demand Ratio during the year**

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B. A. /B. Sc./B. Voc. /MSW	3127	2505	1974

2.2 Catering to Student Diversity**2.2.1. Student - Full time teacher ratio (current year data)**

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017-2018	1943	31	32	Nil	5

2.3 Teaching - Learning Process**2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)**

Number of teachers on roll	Number of teachers using ICT (<i>LMS, e-Resources</i>)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
32	Approximately 15	Computers, Cell phones, Radio, Laptops, Audio systems etc.	10	01	E-journals, E-books, E-encyclopedias, E-dictionaries, Inflightnet.

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

A very unique feature of this college is the mentoring system which was introduced almost a decade ago. The interactive sessions between the students and mentors help to have a comprehensive record of the activities - academic and co-curricular, achievements and addressing issues. The practice of the Mentor system was started, recognizing the need for the present day college students to have a friend, counsellor and confidante on the campus. The practice is aimed at fostering a better rapport between the students and teachers at a personal level. A two-way communication enhances the knowledge base for both the students and teachers. Tutorial classes are held on a regular basis to meet the queries of the weaker section of students. Literature subjects offer spoken courses. The college has come up with various vocational courses to enhance the skills of the pupils. At times, the mentor group arrange short term courses on folk-traditions to help the girl students set up their own enterprise.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
1974 (2017-2018)	32	61:1

2.4 Teacher Profile and Quality				
2.4.1 Number of full time teachers appointed during the year				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
33	32	01	05	11
2.4.2 Honours and recognitions received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)				
Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies	
2017-2018	Nil	Nil	Nil	
2.5 Evaluation Process and Reforms				
2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year				
Program me Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
B. A. /B. Sc/B. Voc. /MSW	Hons/ Gen	2017-2018	26.03.10 onwards	As per University Schedule
2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)				
<p>Assessment of performance, being an integral part of teaching and learning process, our institution has adopted the CIE system to assess all aspects of a student's development on a continuous basis throughout the year.</p> <p>The induction programmes at the onset of every semester /year are held addressing the new entrants. Teaching plan contains evaluation procedures.</p> <p>Academic calendar (university and college) with dates</p> <p>Gradual amendments in the evaluation process through tutorial meetings - from Descriptive pattern > Short notes > Viva > MCQ</p> <p>Result analysis after every Internal Assessment</p> <p>Review meeting with Parents / Guardians are held at the onset of every new semester /year</p>				

Tutorial /Remedial classes are conducted for slow learners, absentees and the students who participate in sports, NSS, NCC etc.

Faculties appointed by the University act as Board of Study members suggest evaluation reforms.

Revaluation schemes are available for students who have received low marks, if applied within the stipulated time on payment of prescribed fee.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Our College, affiliated to Vidyasagar University, primarily follows the academic calendar published by the University itself. In accordance to the University calendar, we have our own calendar, marking the examination schedules and tentative date plans regarding form fill ups. Also, tentative dates are marked for conducting the internal assessment exams.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

2.6.2 Pass percentage of students

Program me Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
B. A. /B. Sc. /B. Voc. /MSW	Hons/ Gen	405	379	93.58

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

- a. Infrastructure : Excellent / Very good/ Good/ Average
- b. Curriculum : Excellent / Very good/ Good/ Average
- c. Admission Process: Excellent / Very good/ Good/ Average
- d. Extra-curricular Activity : Excellent / Very good/ Good/ Average
- e. Healthy Practice: Excellent / Very good/ Good/ Average
- f Teaching Aids: Excellent / Very good/ Good/ Average
- g. Tutorial : Excellent / Very good/ Good/ Average
- h. Tour/ field work : Excellent / Very good/ Good/ Average
- i. Departmental Library : Excellent / Very good/ Good/ Average
- j. seminar : Excellent / Very good/ Good/ Average
- k.Evaluation: Excellent / Very good/ Good/ Average
- l. Class Control : Excellent / Very good/ Good/ Average
- m. Attitude towards students: Excellent / Very good/ Good/ Average
- n. Overall impression as a teacher: Excellent / Very good/ Good/ Average

3.1 Resource Mobilization for Research				
3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations				
Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored Projects	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students Research Projects (other than compulsory by the College)	Nil	Nil	Nil	Nil
International Projects	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	Nil	Nil	Nil	Nil
3.2 Innovation Ecosystem				
3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year				
Title of Workshop/Seminar	Name of the Dept.		Date(s)	
Nil	Nil		Nil	
3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year				
Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
“Vidya Ratan”	Dr. Deba Prasad Sahu	Global Forum for Education and Research Growth	2017	National
3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year				
Incubation Centre	Name		Sponsored by	
Nil	Nil		Nil	
Name of the Start-up	Nature of Start-up		Date of commencement	
Nil	Nil		Nil	

3.3 Research Publications and Awards								
3.3.1 Incentive to the teachers who receive recognition/awards								
State		National		International				
Nil		Nil		Nil				
3.3.2 Ph. Ds awarded during the year (<i>applicable for PG College, Research Centre</i>)								
Name of the Department			No. of Ph. Ds Awarded					
Nil			Nil					
3.3.3 Research Publications in the Journals notified on UGC website during the year								
	Department	No. of Publication		Average Impact Factor, if any				
State		Nil		Nil				
Natio nal	Philosophy	01		Nil				
Intern ational	Philosophy	02		6.28				
	Physical Education	03		5.011				
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year								
Department		No. of publication						
Anthropology		03						
Geography		03						
Bengali		01						
Physical Education		05						
Political Science		02						
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index								
Title of the paper		Name of the author	Title of the journal		Year of publica tion	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
Nil		Nil	Nil		Nil	Nil	Nil	Nil
Nil		Nil	Nil		Nil	Nil	Nil	Nil
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)								
Title of the	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication		
Nil	Nil	Nil	Nil	Nil	Nil	Nil		
3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :								
No. of Faculty		International level		National level		State level	Local level	
Attended Seminars/ Workshops		10		29		05	01	
Presented papers		23		12		04	Nil	
Resource Persons		Nil		Nil		Nil	Nil	

3.4 Extension Activities				
3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year				
Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities	
Outreach Programme	UBA-II (Unnat Bharat Abhiyan)	17	367	
Tree plantation	NSS (Unit-I,II,III&IV) & Naikundi Janakalyan Samiti.	4	185	
Environmental Awareness	NSS(I,II,III &IV) & Naikundi Janakalyan Samiti	4	188	
3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year				
Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited	
Nil	Nil	Nil	Nil	
3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year				
Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Womens Development	NaikundiJanakalyanSamiti	Women's Day	6	317
Swachha Bharat Avijan	NSS (Unit-I,II,III& IV)	Clean the area of college campus	11	186
Clean the nevering areas of college	NSS(Unit-I,II,III &IV)	Clean the area of Satish Samanta Halt	15	186
Sarbik Sasthyabidhan Karmasuchi	Dept. Of M.S.W.,Dept. Of Geography,Dept.of Anthropology,Dept of Bengali,& NSS Units.	Procession &Seminar	21	415
3.5 Collaborations				
3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year				
Nature of Activity	Participant	Source of financial support	Duration	
Nil	Nil	Nil	Nil	
3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year				
Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	Participant
Nil	Nil	Nil	Nil	Nil
3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year				
Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs	
Nil	Nil	Nil	Nil	

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES							
4.1 Physical Facilities							
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year							
Budget allocated for infrastructure augmentation			Budget utilized for infrastructure development				
Rs. 19,00,000			Rs. 19,07,015				
4.1.2 Details of augmentation in infrastructure facilities during the year							
Facilities		Existing		Newly added			
Campus area		7.76 acres		-			
Class rooms		35		01			
Laboratories		03		-			
Seminar Halls		01		-			
Classrooms with LCD facilities		01		01			
Classrooms with Wi-Fi/ LAN		-		01			
Seminar halls with ICT facilities		-		-			
Video Centre		-		-			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		05		-			
Value of the equipment purchased during the year (Rs. in Lakhs)		Rs.26,04,569		Rs. 1,41,723			
Others		-		-			
4.2 Library as a Learning Resource							
4.2.1 Library is automated {Integrated Library Management System -ILMS }							
Name of the ILMS software		Nature of automation (fully or partially)		Version		Year of automation	
SOUL		Partial		2.0		2010	
4.2.1 Library Services:							
		Existing		Newly added		Total	
		No.	Value	No.	Value	No.	Value
Text Books		9843	-	113	Rs. 36,454	9956	-
Reference Books		8980	-	592	Rs. 1,44,829	9572	-
e-Books		-	-	-	-	-	-
Journals		13	-	-	Rs. 14,885	13	-
e-Journals		E-journals subscribed under the INFLIBNET -NLIST programme	Rs. 5,750 for the total package of e-books and e-journals	-	-	-	Rs. 5,750
Digital Database		-	-	-	-	-	-
CD & Video		-	-	-	-	-	-
Library automation		01	-	-	-	-	01
Weeding (Hard & Soft)		-	-	-	-	-	-
Others (specify)		1. E-books and e-journals subscribed under the N-List Programmes (Value Rs. 5,750). 2. 09 magazines, 02 newspapers (Value Rs.13,094).					

4.3 IT Infrastructure									
4.3.1 Technology Upgradation (overall)									
	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available bandwidth (MGBPS)	Others
Existing	41	01	10	03	12	06	14	512 Kbps	06
Added	-	-	02	-	-	-	-	-	-
Total	41	01	12	03	12	06	14	512 Kbps	06
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)									
1. BSNL broadband 512 Kbps 2. Connections under NMEICT programme 512Kbps									
4.3.3 Facility for e-content									
Name of the e-content development facility					Provide the link of the videos and media centre and recording facility				
-					-				
4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc									
Name of the teacher		Name of the module			Platform on which module is developed		Date of launching e - content		
-		-			-		-		

4.4 Maintenance of Campus Infrastructure			
4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year			
Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
Rs. 1,30,000	Rs. 1,49,223	Rs. 3,30,000	Rs. 3,37,719
4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (<i>maximum 500 words</i>) (information to be available in institutional Website, provide link)			
<p>We have well established policies and procedures for maintaining the physical and academic support facilities of the college. The college Governing Body has formed various committees and sub-committees for supervising the maintenance of these facilities and ensuring their optimum utilization.</p> <p>The Building Committee looks after the repair works in the buildings. The Finance Sub-committee allocates the necessary fund after going through the proposal for repair work placed by the Building Committee.</p> <p>There are 36 classrooms for use of the 20 departments of this college. The classrooms are kept clean by regular sweeping. The students enrolled in NSS also take an active role in keeping the campus clean.</p>			

There are 03 laboratories in the college. The laboratory equipments are dusted properly and maintained by the laboratory attendants under the supervision of Departmental teachers.

There is one computer centre for use by the students of the Computer Science Department. The computers are also used by the students and faculty members of other departments as and when needed. This centre is under the supervision of the Computer Science Department.

The college has adequate number of computers, printers, LAN connections, LCD projectors, sound system etc. There are internet connections in office, library and in some of the classrooms. These are maintained with the help of local computer servicing centre.

The responsive college website is created by Infotech Lab. It is jointly maintained by the Computer Science department and Infotech Lab.

The college also has 01 DG machine, 02 xerox machines (01 in Office and 01 in library), 03 scanners, 04 microphones, 03 cameras, 04 LCD projectors. These are used by the concerned departments as well as others when needed. These are maintained by the college staff. The repair work is done by outside agencies.

The library is enriched with text books, reference books other study tools. It subscribes to the INFLIBNET-NLIST programme for providing e-books and e-journals to the library members. There is a Library Subcommittee which supervises the activities of the library, frames library rules, frames policies for purchase of books and other reading materials. Students, teachers and non-teaching staff use the library. Ex-students and ex-employees are given the reading room facilities only.

There is a play ground for various sports events which is maintained by the Physical Education Department. There is an Indoor Sports Hall, a multigym and an Indoor Shooting Range (for shooting practice of the NCC Cadets). All of these are maintained by the Physical Education Department and NCC department.

The college has a water cooler for providing safe drinking water to the students and staff.

There is a women's hostel covering a sprawling area. The Hostel Committee comprising of teachers, hostel boarders, guardians and hostel staff looks after the daily affairs of the hostel and hostel sanitation.

There are separate toilets for the students, male staff and female staff. The toilets are kept clean by a sweeper appointed by the college.

Electrical connections in the college are checked by the Electrician-cum-Caretaker of the college.

CRITERION V - STUDENT SUPPORT AND PROGRESSION**5.1 Student Support****5.1.1 Scholarships and Financial Support**

Financial support from institution	Name /Title of the scheme	Number of students	Amount in Rupees
Mahishadal Girls' College	Students-Aid-Fund	137	31,918
Financial support from other sources	Scholarship in memorial of Late Kabita Bhunia	1	2000
	Jindal	2	12600
	Parinaam Foundation	1	5000
a) National	Bidi Shramik	91	Credited directly to student's account
	Minority	28	Credited directly to student's account
b) International	Nil	Nil	Nil

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Remedial Coaching	03.09.2017	331	Faculty of Mahishadal Girls' College (Department of Nutrition/ Department of Anthropology/Department of Sociology/Department of History/ Department of Music/Department of Political Science/ Department of English /Department of Education)
Self Defence workshop	08.03.2018	37	Mixed Martial Arts of India, Department of English and Sociology
Yoga and Meditation	2017-2018	23	NCC Department
Workshop on "Soft Toy making "	02.11.2017	25	Department of Kanyashree, Mahishadal Development Block, Govt of WB, India
Workshop on " Know Your Computer"	07.11.2017	36	Department of Computer Science
10 days' workshop on "Communicating Sanskrit"	08.01.2018- 18.01.2018	52	Department of Sanskrit
3 days' Workshop on "Recent Trends in Computer Science"	23.03.2018- 25.03.2018	123	UGC funded under B.Voc

Workshop on “Research fields, recent trends, job potentiality in geography”	05.05.2018	115	Department of Geography
National Seminar on present foreign policy: from the prism of South Asia	21.11.2017	211	Sponsored by ICSSR
Philosophy of Language: A Gateway of Thought	22.12.17	45	Sponsored by ICPR and Department of Philosophy
International Congress on Global Innovation and Research on Education, Sports Sciences and Yoga	10.12.2017 - 11.12.2017	489	Department of Physical Education
Personal Counselling		33	Faculty, Mahishadal Girls’ College

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2017-2018	NA	0	0	0	0

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
Nil	Nil	Nil

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
0	0	0	0	0	0

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to

2017-2018	49	B.Sc	Geography, Maths, Computer, Nutrition, Anthropology	Vidyasagar University Vidyasagar Institute of Health Barrackpore Rastraguru Surendranath College Viharilal Collge of Home Science Midnapore city college Banamali College	MSW/ MSc/Distance MSc
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	52	B.A	Sanskrit,Sociology,English,Political Science,History, Music,Philosophy , Education	Diamond Harbour University Jadavpur Univeristy Rabindra Bharati University Vidyasagar University	MA, B.Ed
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5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/qualifying	Registration number/roll number for the exam
NET	1	91018354
SET	-	-
SLET	-	-
GATE	-	-
GMAT	-	-
CAT	-	-
GRE	-	-
TOFEL	-	-
Civil Services	-	-
State Government Services	1	869(9)
Any Other	-	-

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year		
Activity	Level	Participants
Cultural Competition	Institutional Level	172
Annual Sports Meet	Institutional Level	186
Netaji Birthday celebration	Institutional Level	11
Republic Day celebration	Institutional Level	65
Saraswati Puja Celebration	Institutional Level	178
Women's Day Celebration	Institutional Level	163
Essay Competition	Institutional Level	20
Basanta Utsav	Institutional Level	152
Swacch Bharat Abhiyan (NCC)	Institutional Level	17
Communal Harmony Day Celebration (NCC)	Institutional Level	06
NCC trekking camp (Darjeeling, Namchi)	Institutional Level	05
Combined Annual Training Camps (NCC)	Institutional Level	18
Hospital Attachment camp(NCC)	Institutional Level	02
Thal Sainik Camp (NCC)	Institutional Level	01
Youth Parliament	Institutional Level	15
International Mother Language Day	Institutional Level	103
Firing on the Shooting Range	Institutional Level	16
P. C. Chandra Jewellers Beauty Contest	Institutional Level	26

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2017-2018	3 rd All India Yog Sports Championship	National	Sports	-	000276	Rupali Maity
2017-2018	4 th National Yog Sports Championship	National	Sports	-	000405	Rupali Maity
2017-2018	1 st Mount Everest International Yoga Festival 2018	International	Sports	-		Rupali Maity
2017-2018	2 nd South Asian Yoga Sports Championship	International	Sports	-		Rupali Maity
2017-2018	World Games -2017, International Sports council Inc. (CANADA)	International	Sports	-	IND-KBD-1340	Sanghamitra Jana
2017-2018	Junior national kabaddi championship	National	Sports	-	475	Sanghamitra Jana

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

There has been a democratically elected student's union which has been performing under the able guidance of college teachers. It comprises of 22 members. The main activities of this union are as follows:

- To guide and assist freshers
- To organize different cultural and social programs throughout the year
- To organize all outdoor and indoor sports competitions
- To maintain healthy relations between teaching, non-teaching staffs and students
- To take care of the academic interest of the students
- To publish annual magazine and wall magazines in due courses
- To assist in conducting all the academic tours and field works throughout the year
- The President of the student's union, according to the statute, may participate in the Governing Body meeting

Administrative committees (Elected by the students):

- President
- Vice President
- General Secretary
- Assistant General Secretary
- Secretary, Student's Welfare
- Secretary, Social and Cultural
- Secretary, magazine and literature
- Secretary, Games and Sports
- Secretary, Common Rooms
- Secretary, Bijnan Parishad
- Member

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words): Yes. (Reg No: S/IL 34202 of 2005- 2006)

The PRAKTANI SABHA (Alumnae association) of the college was established in 2002. It was registered under the West Bengal Societies Act. It was established to fulfil the following objectives:

- To guide the students community
- To establish a healthy relationship between the students, alumnae and all academic fraternities of the college
- To assist in arranging and conducting seminars, symposium, workshop and other activities
- To promote all academic and infrastructural development
- To offer services that college needs
- To counsel about student's career.
- To offer necessary suggestions and recommendation, to the college authority, if needed.

Many students have already registered in the alumnae association and have active participation throughout the year. Various programs are organized every year which not only allows exchange of knowledge and opportunities but also provides guidance to each other.

Mahishadal Girls' College established in the year 1969 relish the legacy of being the first Girls' College in the whole Midnapore district. In the patriarchal society with gender stereotypical roles associated to an individual it is quite difficult for the females to cross the threshold and break the social and cultural barriers especially in the rural areas. Taking into consideration the societal prejudice, the main aim of the PRAKTANI SABHA (alumnae association) is to bring together all the ex and the present students and create a homely atmosphere where one can understand their moral obligation towards the Alma matter. Even after being a graduate very few of our students manage to break the glass ceiling and work shoulder to shoulder with the male counterpart. As the majority of them are forced into the domesticity of life due to which their moral and self-esteem becomes low. Through the alumnae association the faculties of the Mahishadal Girls' College have come forward to collectively overcome few of these issues as well. Apart from above mentioned objectives Prakatani Sabha functions as an accelerating agency to motivate all the students and ex-students morally especially the house-wives with low confidence level and making them understand the importance of make maker in society. This association functions at the Departmental level and organize program once or twice a year. The alumnae are invited in the other departmental activities as well.

5.3.2 No. of ~~registered~~ enrolled Alumni: **388**

5.3.3 Alumni contribution during the year (in Rupees) : **38800/-**

5.3.4 Meetings/activities organized by Alumni Association :

- Games
- Recreational activities
- Meetings
- Reunion programs
- Cultural Programs
- Workshops

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The vision of this institution is to **render our college into a centre of quality learning** and our mission is to shape our students into smart, responsible and sincere citizens by imparting both material and moral education. Considering the changing scenario and the growing needs of the day, we are also very keen to introduce different types of traditional and non-traditional courses, different job oriented courses and vocational training in our institution to ensure their future and make them free from poverty, unemployment and social injustice. We have also our dream to save our students from any kind of material and moral degradation through both moral and ethical education. There have been great deals of probability of prosperity of our institution because it holds all sorts of necessary potency for rendering itself into a leading academic institution and a center of quality learning. Moreover, it is also aim.

- To impart higher education among the women folk of the locality.
- To provide traditional, modern and vocational education for the women masses.
- To make our students self-sufficient and self-reliant.
- To create smart, sincere and responsible citizen of India.
- To emancipate women from all social evils and injustice.
- To serve the locality by inculcating general awareness.
- To make aware of the health and hygiene consciousness from the adolescent to women hood onwards.

6.1.2 Does the institution have a Management Information System (MIS)?

Yes/No/Partial:

Management information systems encompass a broad and complex matter. To make this matter more manageable, boundaries will be defined. First, because of the vast number of activities relating to management information systems, a total review is not possible. Those discussed here is only a partial sampling of activities, reflecting the author's viewpoint of the more common and interesting developments. There are several frameworks that can be used to define and describe management information systems. The college has set up Software for On-line admission of the students, collection of various fees from the students, Payment of Salary to Staff etc. A comprehensive database consisting of all information related to student activity in academic and non-academic field is absolutely vital. Proper systematic documentation of the same is required periodically. We have to prepare and provide more sophisticated information software so that we can defuse necessary information to appropriate level successfully.

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

❖ Curriculum Development

- The college implements the curricular set by the University, as it is affiliated to Vidyasagar University, Midnapur.
- It has structured its internal evaluative system in a vital, need-based manner with reference to the broad guidelines of the University. It organizes class tests regularly, examining the receptivity of the students in terms of setting unit based questions.
- Compulsory language tests are held so that basic language skills are instilled.
- Senior Faculty members are included on various Academic Bodies like Board of Studies and actively involved in framing the syllabus.
- Teachers are encouraged and deputed to attend workshops on discussion of syllabus and curriculum development organized by the Vidyasagar University.

❖ Teaching and Learning

- Teaching-Learning as a thrust area have been focused for this academic session field studies, Project works etc. are frequently organised to make the learning more participatory for our students.
- Different Departments organised class seminars and debates to enhance the teaching learning process.
- Systematic monitoring, planning and regular evaluation of students are given special attention.
- Workshops, participative learning, conference and class seminars are organised.
- Tutorial classes and Remedial coaching are provided to week students in the respective subjects.
- Our college is the Study Centre of Netaji Subhas Open University for Distance Education.
- Our college provides PG Course in MSW.
- UGC Ad-on Courses and B. Voc. Courses are done here.

❖ Examination and Evaluation

- Practical and Final Examination are conducted as per Vidyasagar University guidelines and academic calendar.
- Internal Assessment and Class Test held on regular basis.
- With clarity, transparency and authority we organize Examination and Evaluation.

❖ Research and Development

- Easy access of researchers in the college library with their requisite books and journals.
- Supplying computer with internet facilities for research work.
- To form and encourage the students to build up research attitude thorough their indigenous way and creating output from the outside text itself.

❖ Library, ICT and Physical Infrastructure / Instrumentation

- Our college library is enriched with near about 17,500 books, current and back volumes of 14 renowned journals and 10 other periodicals. Besides serving the students and staff members of the college, it provides books to the departmental libraries also.
- Central Library provides reading room and lending services to our members. The other facilities are facilities of searching OPAC (Online Public Access Catalogue), searching e-resources through NLIST programme of INFLIBNET, browsing the Internet etc. There is Book Bank facility for the economically backward students. The Library Stock is computerized with the help of SOUL 1.0 software.
- The library uses various ICT tools photocopier, scanner, printer etc. to help the students. The library also has internet connection. Some old and valuable books have been digitized.
- The college has a library sub-committee for monitoring the activities of the library.
- Instrument purchased for modernization and up gradation of laboratory to make it equipped with up to date latest equipment commensurate with changing syllabus.

❖ Human Resource Management

- **Student** : Foundation is made at the Under graduate level to give exposure in Cultural, Entrepreneurship, writing skill, Public speaking, Sports, Seminar defence along with Academics. Different co-curricular activities were emphasized for all round development of personalities of the students.
- **Teachers**: Faculty members are involved in academic work as well as Committee work. The various responsibilities are coordinated with academic activities. Teachers were also encouraged and granted duty leave to participate in conferences, workshop, Seminars & short term courses.
- **Non-teaching staff**: Non-teaching members were educated on how to keep records and digitalize the official documents.

❖ Industry Interaction / Collaboration

- Industry Interaction or collaboration is not done during the year.

❖ Admission of Students

- Rules and Regulations for admission as laid by the affiliating University and State Government are strictly followed by the College.
- The entire admission procedure has been conducted through online mode with the help of very user friendly software developed by our own institution.
- The college announces its admission process in the College website.
- To ensure transparency in the admission process the College has made it mandatory for applications to be filed online.
- Govt. rules for reserved categories are strictly maintained.
- Admission is done free and fair and on merit basis.

6.2.2 : Implementation of e-governance in areas of operations:

❖ Planning and Development

- We have our old campus to run many contemporary courses.
- We wish to open PG Course in Music, Bengali, English, Education and Nutrition.
- We wish to start Honors Course in Physical Education.
- We wish to open many short term courses as Beautician, Nursing and Midwifery, Soft toys and Costume Jewellery

❖ Administration

- We wish to follow strong, smart promising and progressive administration

❖ Finance and Accounts

- In-house Software for student's fees collection in introduce.
- Accounts are maintained with Excel software

❖ Student Admission and Support

- Rules and Regulations for admission as laid by the affiliating University and State Government of West Bengal are strictly followed by the College.
- The entire admission procedure has been conducted through on-line with the help of very user friendly software developed by our own institution.
- The college announces its admission process in the College website.
- Prospectus is published with detailed information on various courses and combinations offered along with the fees structure and facilities for the students available. Strict observance of Govt. rules for reserved categories is maintained properly.
- The admission procedure of this college is transparent and fair.
- We always support the low income group students through fee concession, scholarship etc.

❖ Examination

- We have already launched NAD in this context.
- We are in the process of implementing e-governance in Examination.

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Faculty members are usually sent to attend various courses OC & RC and Seminar, workshop, symposium on regular basis.

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
	NA	NA	NA	NA

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non-teaching staff during the year

Year	Title of the	Title of the	Dates	No. of participants	No. of
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	professional development programme organised for teaching staff	administrative training programme organised for non-teaching staff	(from-to)	(Teaching staff)	participants (Non-teaching staff)
	NA	NA	NA	NA	NA

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Orientation Programme	NA	NA
Refresher Course	01	24/10/2017 to 14/11/2017
Short term course	02	01/02/2018 to 07/02/2018

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
Nil	Nil	Nil	Nil

6.3.5 Welfare schemes for

Teaching	Loans granted from Employees Credit Co-operative Society Ltd.
Non-teaching	Loans granted from Employees Credit Co-operative Society Ltd.
Students	<p>Fees Concession for needy students and meritorious students.</p> <p>Scholarship Grant from :</p> <ol style="list-style-type: none"> 1. Merit cum Means Scholarship Grant from Directorate of Public Instructions Govt. West Bengal 2. Minorities Scholarship Grant from West Bengal Minorities Development & Finance Corporation. 3. Scholarship Grant from Sitaram Jindal Foundation

6.4 Financial Management and Resource Mobilization				
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each) All bills and payment vouchers are checked by the Bursar and then signed by the Accountant and finally goes to Principal for payment order. Internal Audit is done at the time of submission of utilization Certificate against UGC / Govt. Grant. The detail of Income and Expenditure is presented to the Chartered Accountant. Statutory Audit is done regularly.				
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)				
Name of the non-government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose		
Philanthropies	Rs.20,000.00	Infrastructure (Building)		
UGC	Rs. 28,00,000.00	Infrastructure for Indoor Sports Hall		
UGC	Rs. 20,00,000.00	Infrastructure for Indoor Shooting Range		
UGC	Rs.2,00,000.00	Sports Equipments		
Philanthropies (P.C. Chandra)	Rs. 50,000.00	Library Development		
State Govt. of W.B.	Rs. 26,500.00	Youth Parliament Competition		
ICSSR	Rs.90,000.00	National Seminar (Pol. Sc.)		
ICPR	Rs. 10,000.00	Seminar (Philosophy)		
State Govt. of W.B.	Rs.65,696.00	Sanitary Napkin		
6.4.2 Total corpus fund generated				
6.5 Internal Quality Assurance System				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	Dr. Utpal Kumar Utthasani, Principal Mahishadal Girls' College

Administrative		Yoshita & co. Chartered Accountants Rajbari, Raniganj, WB	Yes	Bursar Mahishadal Girls' College
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6.5.2 Activities and support from the Parent – Teacher Association (at least three)

- Parent –teachers meeting held annually at the start of the academic session.
- Parents of new students are invited to attend the Freshers' Welcome and Saraswati Puja Festival

6.5.3 Development programmes for support staff (at least three)

- Periodical and Annual meeting of all support Staff.
- Instructions and updating meetings
- President of the Governing Body meets and appraises the Support Staff.

6.5.4 Post Accreditation initiative(s) (mention at least three)

- Some new courses have been introduced.

6.5.5

- a. Submission of Data for AISHE portal : (Yes)
b. Participation in NIRF : (No)
c. ISO Certification : (No)
d. NBA or any other quality audit : (No)

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-----)	Number of participants
2017	<ul style="list-style-type: none"> • IQAC core committees meet. 	28/07/2017	02:00 p.m. – 4: 00 p.m.	9
2017	<ul style="list-style-type: none"> • Discussion on the action plan. 	08/12/2017	01: 00 p.m. – 3: 00 p.m.	8
2018	<ul style="list-style-type: none"> • Towards NAAC accreditation and quality assurance. 	03/04/2018	12: 00 noon -02:00 p.m.	9

CREITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES					
7.1 – Institutional Values and Social Responsibilities					
7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)					
Title of the programme		Period (from-to)		Participants	
				Female	Male
Celebration of International Women’s day		8 th March 2017		287	43
7.1.2 Environmental Consciousness and Sustainability/ Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources					
Energy conservation is practiced. Rain water harvesting and recharging project. Initiative taken for installation of LED and CFL lights. Tree Plantation programme by NSS are undertaken to ensure a green campus. Observation of “Swachh Bharat”, “Swachha Pakhwada” in the college campus.					
7.1.3 Differently abled (Divyangjan) friendliness					
Item Facilities			Yes/No	No. of Beneficiaries	
Physical facilities			No	-	
Provision for lift			No	-	
Ramp/ Rails			Yes	2	
Braille Software/ facilities			Yes	2	
Rest Rooms			Yes	1	
Scribes for examination			Yes	2	
Special skill development for differently abled student			No		
Any other similar facility			Digital recording system		
7.1.4 Inclusion and Situatedness					
Enlist most important initiatives taken to address location advantages and disadvantages during the year					
Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Issues addressed	Number of participating students and staff
2018	3	2	5 th June 2018	1. Environmental Awareness	188
			3 rd September-7 th September 2018	2. Outreach Programmes (Unnat Bharat Abhiyan)	367
			15 th August 2018	3. Tree Plantation	185
			10 th December 2018	4. Cleanliness Programme	190

7.1.5 Human Values and Professional Ethics		
Code of conduct (handbooks) for various stakeholders		
Title	Date of Publication	Follow up (maximum 100 words)
	June 2017	Our college regularly observe some birthdays of Swami Viveknanda, Mahatma Gandhi ji, Neta ji Subas Chandra Bose, Bhadwati Devi, and many other path finders of our country and seminars, lectures are usually delivered on the auspicious occasion to convey their teaching for inculcating human values and basic ethics of life. For this purpose posters and paintings are stucked in almost all important corners as well as in the meeting and prayer room of our College and hostel. Contextually books and pamphlets are usually distributed among our students and volunteers in different occasion i.e., NSS training session by NSS camp and in some prise distribution ceremonies. Hopefully discerned readers are being highly motivated by the teaching of the stalwarts of our society who have left a deep impression among all human beings.
7.1.6 Activities conducted for promotion of universal Values and Ethics		
Activity	Duration (from----to-----)	Number of participants
Rabindranath's death day observance	03:00 p.m. - 04:00 p.m.	356
Independence day observance	09.00 a.m. - 11.00 a.m.	232
Gandhi Jayanti observance	09.00 a.m. - 11.00 a.m.	175
Vivekanda Birthday observance	09.00 a.m. - 11.00 a.m.	212
Netaji's Birthday observance	09.00 a.m. - 11.00 a.m.	179
Republic day observance	09.00 a.m. - 11.00 a.m.	146
7.1.7 Initiatives taken by the institution to make the campus echo-friendly (at least five)		
<p>Initiative taken for installation of LED and CFL lights.</p> <p>Tree Plantation programme by NSS are undertaken to ensure a green campus.</p> <p>Particular efforts are expended to ensure carbon neutrality by taking steps such as making the campus a "No Smoking Zone".</p> <p>Hazardous Waste Management is also on our agenda as well as we plan to introduce chemical treatment to render any toxic waste harmless.</p> <p>E-waste management is also on our agenda.</p>		
7.2 Best Practices		
<p>1. Title of the Practice: Inclusion of Research activities in the college.</p> <p>Objectives of the Practice:</p> <p>The college has the responsibility to encourage all teaches to conduct different types of research. So for pursuing their research the college provide them a research ambience, necessary library, laboratory etc. Teachers are also encouraged to participate different national and international seminars, conferences and to apply for different research projects, both major and minor from reputed national funding agencies. The faculty members also publish their research works and writings regularly in various National and International journals both.</p> <p>The practice:</p> <p>The following are the major practices related to the research activities in the college:</p> <ul style="list-style-type: none"> ▪ To inculcate research culture among the teaching faculty members of the college. ▪ To develop research skills and positive attitude among the students. ▪ To encourage the faculty members to publish their research articles in the journals of national and international repute. 		

- To organize seminars and workshops relating to modern trends of multidisciplinary research.
- To encourage to faculty members to submit minor and major research proposals to different funding agencies viz. UGC etc.
- To develop the scientific temper among teachers and students.

Evidence of Success:

Total number of research articles published in journals (national and international) and books: 27

Website link: www.mahishadalgirlscollegewb.in

2. Title of the practice: Different types of literacy programmes , cleanliness programmes and training programmes was performed by the NSS students among local villagers

Objectives:

These types of activity were performed throughout the year to irradiate the mass illiteracy from the local villagers as well as empowered the women by the training courses. Various types of cleanliness programmes were done by the students to make the local area clean and healthy.

Practices:

These practices were performed by our NSS units among the following villages:

- Rangibasan
- Gazipur
- Purba ShriRampur
- Naikundi

Environmental awareness programme, tree plantation, outreach programmes was performed.

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7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust
Provide the web link of the institution in not more than 500 words

The main aim of this institution is women welfare through imparting higher education among the girl students (mainly poor, backward and middleclass) of our locality as well as other section of our society. The vision and missions are as follows:

VISION: To make our college a centre of quality learning.

MISSIONS: To impart higher education among the women folk of the locality.

To provide traditional modern and vocational education for the women masses.

To make our student self-sufficient and self-reliant.

To enhance women’s status and stature.

To create smart, sincere and responsible women citizen.

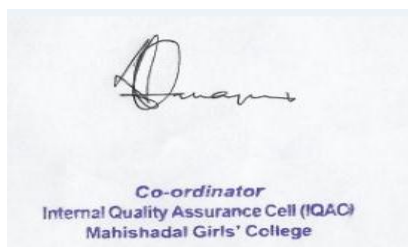
To emancipate women from all social evils and injustices.

To serve the locality by inculcating general awareness.

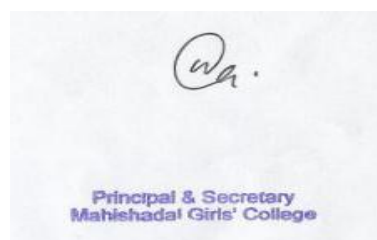
Website link: www.mahishadalgirlscollegewb.in

8. Plans of institution for next year

1. **To enhance** the number of smart class rooms in the academic departments.
2. **To enhance** outreach programmes for the backward community.
3. **To organize workshop/seminar** for students and teachers for enhancement of academic efforts.
4. **To Promote the Research** activities among the Teaching Faculties
5. **Soil filling** in the extended college area and **plantation** of trees.
6. **Library extension.**
7. **Extension of New Science Building.**



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC
