MUC WOMEN'S COLLEGE BURDWAN

ANNUAL QUALITY ASSURANCE REPORT
IQAC
2017 -2018

B.C. ROAD, BURDWAN – 713 104

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

> Maharajadhiraj Uday Chand Women's College, Burdwan

1.2 Address Line 1

> B.C. Road

Address Line 2

> Burdwan

City/Town

> Burdwan

State

> West Bengal

Pin Code

> 713 104

Institution e-mail address

> mucwcburdwan@gmail.com

Contact Nos.

> 0342- 2531900

Name of the Head of the Institution:

> Dr. Sukriti Ghosal

Tel. No. with STD Code:

> 0342-2634144

Mobile:

> 9434062597

Name of the IQAC Co-ordinator:

Munshi Azimbor Rahaman

Mobile:

9434673666

IQAC e-mail address:

iqacmucwcburdwan@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

13836

1.4 **NAAC Executive Committee No. & Date:**
   (For Example EC/32/A&A/143 dated 3-5-2004.
   This EC no. is available in the right corner- bottom
   of your institution's Accreditation Certificate)

EC/59/RAR/03

1.5 Website address:

www.mucwcburdwan.org

Web-link of the AQAR:

http://www.mucwcburdwan.org/index.php?id=iqac-report

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B++	81.05	2004	2009
2	2nd Cycle	B	2.72	2012	2017
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :   DD/MM/YYYY

18/01/2005

1.8 AQAR for the year *(for example 2010-11)*

2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

   i.   AQAR 2012-13 submitted to NAAC on 29/08/2013 (DD/MM/YYYY)4
   ii. AQAR 2013-14 submitted to NAAC on 18/05/2015 (DD/MM/YYYY)
   iii. AQAR 2014-15 submitted to NAAC on 12/11/2015 (DD/MM/YYYY)
   iv. AQAR 2015-16 submitted to NAAC on 13/12/2016 (DD/MM/YYYY)
   v.   AQAR 2016-17 submitted to NAAC on 11/12/2017 (DD/MM/YYYY)

1.10 Institutional Status

   University   State [-] Central [-] Deemed [-] Private [-]

   Affiliated College   Yes [-] No [√]

   Constituent College   Yes [√] No [-]

   Autonomous college of UGC Yes [-] No [√]

   Regulatory Agency approved Institution   Yes [-] No [√]

   (eg. AICTE, BCI, MCI, PCI, NCI)

   Type of Institution   Co-education [ ]   Men [ ]   Women [√]

                         Urban [√]   Rural [ ]   Tribal [ ]

   Financial Status   Grant-in-aid [√]   UGC 2(f) [√]   UGC 12B [√]

                      Grant-in-aid + Self Financing [ ]   Totally Self-financing [ ]

1.11 Type of Faculty/Programme

   Arts [√]   Science [√] Commerce [ ]   Law [ ]   PEI (Phys Edu) [ ]

   TEI (Edu) [ ] Engineering [ ]   Health Science [ ]   Management [ ]

   Others (Specify)   [. NA]

1.12 Name of the Affiliating University *(for the Colleges)*   [The University of Burdwan]

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University   [-]

University with Potential for Excellence   [-]   UGC-CPE   [-]

DST Star Scheme   [-]   UGC-CE   [-]

UGC-Special Assistance Programme   [-]   DST-FIST   [-]

UGC-Innovative PG programmes   [-]   Any other (*Specify*)   [Govt. Sponsored]

UGC-COP Programmes   [-]

2. IQAC Composition and Activities

2.1 No. of Teachers   [11]

2.2 No. of Administrative/Technical staff   [02]

2.3 No. of students   [01]

2.4 No. of Management representatives   [02]

2.5 No. of Alumni   [01]

2. 6 No. of any other stakeholder and
      community representatives   [01]

2.7 No. of Employers/ Industrialists   [01]

2.8 No. of other External Experts   [01]

2.9 Total No. of members   [20]

2.10 No. of IQAC meetings held   06

2.11 No. of meetings with various stakeholders: No. [6]   Faculty [6]

Non-Teaching Staff/ Students [0]   Alumni [1]   Others [0]

2.12 Has IQAC received any funding from UGC during the year?   Yes [ ]   No [√]

If yes, mention the amount [NA]

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. [-]   International [-]   National [-]   State [-]   Institution Level [-]

(ii) Themes [NA]

2.14 Significant Activities and contributions made by IQAC

Green Audit , E- resource creation, Mentoring practice, Extension of duration of Add-on Course, Academic Audit, Strengthening of Knowledge Sharing Practice, Analysis of PO, PSO

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Organizing Seminar	Departments motivated to send proposal to UGC and organize seminar with fund from college
Evaluative Report	Collected within date line
Use of Virtual Class Room	E- resource creation effort taken
Green Audit	Details of fields of and process of collecting data finalized
Mentoring	Mentor –mentee distribution policy finalized
PPT presentation	Practice strengthened

Evaluation of teacher-performance by General Course students	Introducing during 2017- 2018 session
Extension of duration of Add-on Course	Time extended from 15 to 30 hours
Academic Audit	Audit Report received
Green Audit	Audit Report received
Analysis of PO, PSO & CO	Analysis done
Strengthening of **Knowledge Sharing** Practice	Teachers motivated to present Seminar/Conference papers at the college before their colleagues
Bridge Course	Introduced
Book Review	Students motivated to participate
SWOC	Done by individual departments
Mentoring	Guidelines prepared

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes √   No -

Management √   Syndicate -   Any other body -

Provide the details of the action taken

Approved by Management for submission

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	-	-	-
PG	1	-	-	-
UG	18	-	-	-
PG Diploma	0	-	-	-
Advanced Diploma	0	-	-	-
Diploma	0	-	-	-
Certificate	0	-	-	-
Others	0	-	-	11
Total	19	-	-	11

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2   (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
      (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	19 [All UG (1st year) & PG Courses]
Trimester	-
Annual	18 (All UG Second & Third Years)

1.3 Feedback from stakeholders*   Alumni [√]   Parents [√]   Employers [x]   Students [√]
    (On all aspects)

       Mode of feedback   :   Online [x]   Manual [√]   Co-operating schools (for PEI) [x]

*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> CBCS SEMESTER system in all UG programme from 1^(ST) July 2017

1.5 Any new Department/Centre introduced during the year. If yes, give details.

> Mass Com & Journalism (UG)

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
61	44	17	-	01 LI

2.2 No. of permanent faculty with Ph.D.   36

2.3 No. of Faculty Positions
Recruited (R) and Vacant (V)
during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	05	-	-	-	-	-	-	-	05

2.4 No. of Guest and Visiting faculty and Temporary faculty   16   -   15

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	-	-
Presented papers	17	15	12
Resource Persons	02	-	03

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Bridge Course, Book Review, Bridge Course, PPT presentation,
Extension of duration of Add-on Course

2.7 Total No. of actual teaching days
      during this academic year   215

2.8 Examination/ Evaluation Reforms initiated by
     the Institution (for example: Open Book Examination, Bar Coding,
     Double Valuation, Photocopy, Online Multiple Choice Questions)

Viva voce at Test
Examination, Diagnostic
Test, Supplementary test,
Display of answer scripts

2.9 No. of faculty members involved in curriculum
     restructuring/revision/syllabus development
     as member of Board of Study/Faculty/Curriculum Development workshop   16   16   16

2.10 Average percentage of attendance of students   75.8%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Bengali	79	-	8.87	89.87	-	98.73
English	65	-	14	85	-	99
Sanskrit	52	-	13	60	23	96
History	45	-	2.27	82	-	85
Geography	51	-	19	26	-	88.2
Economics	06	-	33	33	-	66
Pol. Science	44	-	11.33	45.45	-	57
Philosophy	31	-	6	24	-	96
English (PG)	15	-	9	6	-	100
Mathematics	27	-	37	41	-	78
Physics	15	-	69	25	-	94
Chemistry	16	-	55	45	-	94
Botany	24	-	58	17	-	75
Zoology	34	-	89	7	-	96
Nutrition	28	-	78.5	21.42	-	100
Computer Science	-	-	-	-	-	-
Microbiology	18	-	16	1	1	100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

 Continuous monitoring & periodic review, Result Review, Report collecting, Preparation of ATR, Analysing different feedbacks, SWOC analysis, Checking appraisal reports,.

2.13 Initiatives undertaken towards faculty development   26

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	05
UGC – Faculty Improvement Programme	01
HRD programmes	01
Orientation programmes	03
Faculty exchange programme	02
Staff training conducted by the university	02
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	11
Others	01

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	05	12	01	10
Technical Staff	20	22	-	22

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

1. Publication of Research Journal
2. Study leave under FDP granted
3. Gender sensitization programs
4. Procurement of books & equipment for research
5. N-List membership
6. Software Training

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	01	-
Outlay in Rs. Lakhs	-	-	16,27,560.00	-

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	3	-	-
Outlay in Rs. Lakhs	-	11.5	-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	32	17	7
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	4	-	-

3.5 Details on Impact factor of publications:

Range [-]   Average [3+]   h-index [-]   Nos. in SCOPUS [02]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	03	SERB-DST	16,27,560.00	6,32,000.00
Minor Projects	02	DST & UGC	7,56000.00	1,32000.00
Interdisciplinary Projects	-	-	-	
Industry sponsored	-	-	-	
Projects sponsored by the University/ College	-	-	-	
Students research projects *(other than compulsory by the University)*	-	-	-	
Any other(Specify)	-	Tea Board	10,000.00	10,000.00
Total	07	-	23,93,560.00	7,74,000.00

3.7 No. of books published   i) With ISBN No. | 03 | Chapters in Edited Books | 04 |

ii) Without ISBN No. | - |

3.8 No. of University Departments receiving funds from

UGC-SAP | - | CAS | - | DST-FIST | - |

DPE | - | DBT Scheme/funds | - |

3.9 For colleges   Autonomy | - | CPE | - | DBT Star Scheme | - |

INSPIRE | - | CE | - | Any Other (specify) | RUSA |

3.10 Revenue generated through consultancy | 5600/- |

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	01	-	01	12
Sponsoring agencies	-	CSIR	-	BU	College

3.12 No. of faculty served as experts, chairpersons or resource persons | 08 |

3.13 No. of collaborations   International | - | National | - | Any other | 03 |

3.14 No. of linkages created during this year | - |

3.15 Total budget for research for current year in lakhs: Rs.6, 42,520/-

From Funding agency | NA | From Management of University/College | College

Total | NA

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows
     of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution
     who are Ph. D. Guides
     and students registered under them

07

19

3.19 No. of Ph.D. awarded by faculty from the Institution

4

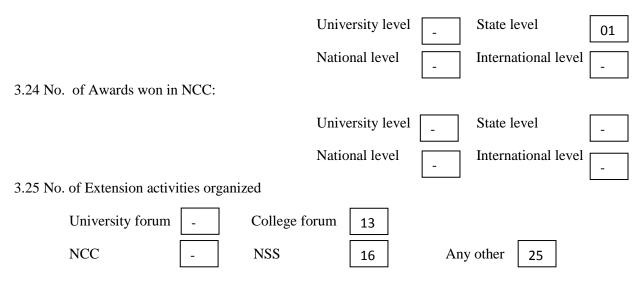3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF | - | SRF | - | Project Fellows | - | Any other | 1

3.21 No. of students Participated in NSS events:

University level | 20 | State level | 10

National level | - | International level | -

3.22 No. of students participated in NCC events:

University level | - | State level | -

National level | 03 | International level | -

3.23 No. of Awards won in NSS:

| University level | - | State level | 01 |

| National level | - | International level | - |

3.24 No. of Awards won in NCC:

| University level | - | State level | - |

| National level | - | International level | - |

3.25 No. of Extension activities organized

| University forum | - | College forum | 13 |

| NCC | - | NSS | 16 | Any other | 25 |

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Weekly rehabilitation programme in correctional home
- Distribution of clothes among needy people in winter
- Swachh Bharat Abhijan
- Health Check up camp
- Blood donation camp

- Rakhi bandhan
- Tree plantation
- Yoga dibas
- AIDS Awareness
- Gender sensitization

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5.43 acres(approx)	-	-	5.43 acres(approx)
Class rooms	49	6	College	55
Laboratories	22	2	College	24
Seminar Halls	1	-	-	1
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	8	6	College	14
Value of the equipment purchased during the year (Rs. in Lakhs)	326.16	1.92	College	328.08
Others	-	-	-	-

4.2 Computerization of administration and library

Office, Accounts Deptt. Economics dept & Library computerized

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	31,357	43,28,380.00	729	221007.00	32086	4549387.00
Reference Books	13,604	34,81,473.00	562	158657.00	14166	3640130.00
e-Books	-	-	-	-	-	-
Journals	38	1,00052.00	04	3950.00	42	104002.00
e-Journals	N-LIST	6,000.00	-	-	N-LIST	6000.00
Digital Database	N-LIST	-	-	-	N-LIST	-
CD & Video	366	-	-	-	366	--
Others (specify)	1 Mss. + 3 Sou. + 21 MRP	-	-	-	1 Mss. + 3 Sou. + 21 MRP	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	115	04	Wi-Fi	All Computers	1	12	49	13
Added	01	01	Wi-Fi	All Computers	0	2	9	10
Total	116	05	Wi-Fi	All Computers	1	14	58	23

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

1. All Students & Staff have Internet access
2. New Accounting Software procured
3. Licensed Software procured & installed for running computers
4. Software for Online Test Customized
5. Software for storing and Processing student data customized

4.6 Amount spent on maintenance in lakhs :

i) ICT

> 14, 64,475.00

ii) Campus Infrastructure and facilities

> 35, 19,908.00

iii) Equipments

> 18, 31,838.00

iv) Others

> 15, 60,000.00

Total :

> **83, 76,221.00**

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> 1. All welfare related notices posted on website
> 2. Student's Welfare scheme strengthened,
> 3. One staff engaged for implementing all student's welfare schemes
> 4. Medical Insurance Scheme to all students
> 5. On line admission purely on merit basis with support service tab on college website
> 6. Updated on line prospectus for students' admission

5.2 Efforts made by the institution for tracking the progression

> Existing: Preparing data base continuous evaluation of students, Universal enrolment as Alumni, Face Book page, Departmental Data Register
>
> New: WhatsApp Group, Alumni database

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3729	35	-	-

(b) No. of students outside the state

> -

(c) No. of international students

> 01

	No	%			No	%
Men	-	-	Women		01	0.00023

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2885	485	212	851	05	4438	2281	571	113	785	14	3764

Demand ratio   1:3   Dropout % 5%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Coaching for job entrance by professional Training Institute (RICE) organized

No. of students beneficiaries

612

5.5 No. of students qualified in these examinations

NET 16   SET/SLET -   GATE 03   CAT -

IAS/IPS etc [ ]   State PSC 04   UPSC 02   Others 14

5.6 Details of student counselling and career guidance

Student counselling and career guidance done regularly as per schedule, students periodically sent to attend campus recruitment drive organized by the University & other institute of the Region.

No. of students benefitted

314

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	06	02	-

5.8 Details of gender sensitization programmes

Gender Studies-Prospects & Scopes, Women Education: Towards Enlightenment, Conceptualizing Women Empowerment

5.9 Students Activities

  5.9.1 No. of students participated in Sports, Games and other events

State/ University level | 14 | National level | 12 | International level | - |

No. of students participated in cultural events

State/ University level | - | National level | 01 | International level | 01 |

  5.9.2 No. of medals /awards won by students in Sports, Games and other events
Sports : State/ University level | 02 | National level | 01 | International level | - |

Cultural: State/ University level | 15 | National level | - | International level | 03 |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	215	300090
Financial support from government	1760	19678750
Financial support from other sources	83	379200
Number of students who received International/ National recognitions	343	1685300

5.11 Student organised / initiatives

Fairs   : State/ University level | - | National level | - | International level | - |

Exhibition: State/ University level | - | National level | - | International level | - |

5.12 No. of social initiatives undertaken by the students | 08 |

5.13 Major grievances of students (if any) redressed: __06_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> Women Education: From Enlightenment to Empowerment, Knowledge to Wisdom:
> Perception to Application, Complementation and Integration of Institution & Society,
> Nurturing the Filling of All time indebtedness to the institute, Moulding personality:
> Changing oneself to be successful and to be accepted

6.2 Does the Institution has a management Information System

> 1. A special e-mail id (mucwcmis317@gmail.com) created for management,
> 2. All important data sent to this mail id so that the management can have access to all important data

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

> Benchmarking, Modularization of the syllabi, Efforts to switch to OBE,
> Target Setting Designing greater number of Add on courses

6.3.2 Teaching and Learning

> Student feedback, Smart Class rooms, Group discussion, Tutorials, Project
> works, Seminar presentation by students, Book review by students

6.3.3 Examination and Evaluation

> Internal Assessment, Greater number of short questions in class tests,
> Cross- checking of answer scripts, Viva-voce in English Dept, Best answer
> scripts kept in Library for ready consultation by Students, Showing
> checked answer scripts to students on fixed dates

6.3.4 Research and Development

> Publication of 3rd issue of research journal JAST, Teacher fellowship for
> faculty improvement granted, Letter sent to university for recognizing
> four (4) departments as Research Centre

6.3.5 Library, ICT and physical infrastructure / instrumentation

> Seminar library book increased, Wi-Fi coverage in the entire
> campus, Computer Centre, Language Lab

6.3.6   Human Resource Management

> Regular holding of Sensitization Programme, Motivational Session organized, Time table of service schedule prepared.

6.3.7   Faculty and Staff recruitment

> Written Examination + viva voce for Non-Teaching Staff recruitment, Sending requisition to CSC for Teacher recruitment, Appointment of Guest Lecturer as interim arrangement, Ten teaching staff & four non-teaching staff (03 by promotion & 1 fresh appointed.

6.3.8   Industry Interaction / Collaboration

> NIL

6.3.9   Admission of Students

> Online admission, Separate Support Service Tab in College website for admission

6.4 Welfare schemes for

Teaching	Puja advance
Non teaching	Puja advance / Ex gratia / Compassionate appointment
Students	Med claim Insurance Card provided to all students, Waiving fees at the time of admission, Helping needy students for treatment, Half- free & Full-free studentship as well as boarder ship, scholarships and stipend from Private and Govt. Agencies.

6.5 Total corpus fund generated

> NIL

6.6 Whether annual financial audit has been done   Yes ☐   No ☑
     (Financial audit for 2017-2018 going on)

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University	Yes	College
Administrative	No	-	No	-

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes [ ]   No [√]

For PG Programmes   Yes [ ]   No [√]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Online form filling & delivery of Registration & Admit cards by the University

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

No efforts seen so far.

6.11 Activities and support from the Alumni Association

1. Collaboration in Extension Programmes
2. Fund raising
3. Adoption of needy students

6.12 Activities and support from the Parent – Teacher Association

Parent-Teacher Meet held on 28.07.17 & feedback from Parents analysed.

6.13 Development programmes for support staff

Workshop held on computer application.

6.14 Initiatives taken by the institution to make the campus eco-friendly

Plantation, Periodic cleaning up of the College Campus, Banning of Plastic in the Institute, Use Of Solar Energy, Medicinal Plant Garden, Green Audit, Rain Water Harvesting, Seminars, Chemical Treatment Plant, Conservation of some Endangered Plant Species

Criterion – VII

7. <u>Innovations and Best Practices</u>

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

> Taking class test performance into account in determining the result of the Test Examinations., Cross- checking of answer scripts by the students, Service schedule of Non-Teaching staff

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Academic Audit for 2016 - 2017.	Done
Green Audit for 2016 – 2017.	Done
Completion of 3rd floor of Sarala Debi Hostel.	Initiated
Completion of N.T. Staff Quarters.	Ongoing
Starting the renovation work of History & Economics Departments.	Done
Organizing departmental seminars on regular basis.	Executed
Construction of cycle stands for hostel boarders.	Done
Extensive use of Smart Classrooms and Virtual Classrooms	Satisfying Progress
One paper a year, one PPT a week target for all faculty	Target Set
Getting University affiliation for M.Sc. Nutrition	Reminder sent
Resource generation by putting frontal space on hire	Under process
Installation of two ATM counters on both the side of Main Gate	Civil Work completed
Face lifting of the Mobarak Manjil	Done
Installation of Solar Water Heater System	Done

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> i.   Sensitization through quotes
>
> ii.   Cleaning used plates by the Boarders

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

> Annual Camp of NSS Units of different colleges under BU held at MUC Women's College, Five seminars on environmental awareness, health and hygiene, Plantation Programmes, Seminars on Prevention of Domestic violence, Seminars on Global threat of terrorism held on the occasion

7.5 Whether environmental audit was conducted?   Yes [√]   No [ ]

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

1. SWOC Analysis Done by every Department
2. Feedback on teaching taken from General Course Students
3. Institutional Website redesigned

8. **Plans of institution for next year**

1. Academic Audit for 2017 - 2018. Green Audit for 2017 – 2018.
2. Completion of 3rd floor of Sarala Debi Hostel.
3. Completion of N.T. Staff Quarters.
4. Renovation of Museum and Third Floor of Mobarak Manjil
5. Paving the Approachway
6. Flooring the Mobarak Manjil Terrace
7. Starting the renovation work of Teachers staff quarters
8. Organizing departmental seminars on regular basis.
9. Strengthening Creation of e-Resources

Name <u>MUNSHI AZIMBOR RAHMAN</u>　　　　　*Name* <u>SUKRITI GHOSAL</u>

Signature of the Coordinator, IQAC　　　　Signature of the Chairperson, IQAC

Coordinator
IQAC
M.U.C. Women's College
Burdwan

Principal
M.U.C. Women's College
Burdwan

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