

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

AQAR for the year (for example 2013-14)

2015-16

1. Details of the Institution

1.1 Name of the Institution

Mrinalini Datta Mahavidyapith

1.2 Address Line 1

Vidyapith Road

Address Line 2

Birati

City/Town

Kolkata

State

West Bengal

Pin Code

700 051

Institution e-mail address

mdm.birati@gmail.com

Contact Nos.

033 25139100/ 033 25393825

Name of the Head of the Institution:

Dr. Apurba Bandyopadhyay

Tel. No. with STD Code:

033 25139100

Mobile:

+919433663649

Name of the IQAC Co-ordinator:

Dr. Ritu Mathur (Mitra)

Mobile:

+919748002001

IQAC e-mail address:

iqac.mdm@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

EC/35/202 dated 28.02.2005

(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)

1.5 Website address:

www.mdmbirati.org

Web-link of the AQAR:

<http://www.mdmbirati.org/AQAR> 2015-16

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	1 st Cycle	B++	83.75 out of 100	2005	5 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

14.03.2005

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

- i. AQAR 2012-13 submitted to NAAC on 16/11/2015
- ii. AQAR 2013-14 submitted to NAAC on 16/11/2015
- iii. AQAR 2014-15 submitted to NAAC on 16/11/2015
- iv. AQAR 2015-16 submitted to NAAC on 02/09/2016

1.9 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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify) ASPV (Major)

1.11 Name of the Affiliating University (*for the Colleges*)

West Bengal State University,
Barasat

1.12 Special status conferred by Central/ State Government—

UGC/CSIR/DST/DBT/ICMR etc NA

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*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

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

Quality education for Women, Literature, History, Politics and Society, Recent trends in Science and Environment, Career Opportunities

2.14 Significant Activities and contributions made by IQAC

- Active encouragement and guidance to 5 teachers for submitting final report of UGC for Minor Research Projects, which they have been granted in 2014-15. 1 teacher who was encouraged to submit MRP proposal, has been granted the same.
- Facilitating the introduction of Honours in Chemistry from the next session
- Installation of Smart Board and organizing a training for the teachers to help them learn basic operations
- Proposing the installation of CCTV and Solar Panel
- Assistance for publication of Social Science and Humanities bilingual book of essays on Women Empowerment entitled, "Ami Naari, Ami Mohiyoshi"
- Inauguration of the auditorium by organizing an International Seminar on "Environment, Science: Exploring New Horizons" on 7.12.15 and extending necessary help to the Departments of Political Science and History to organize an Exhibition of old newspapers, entitled "The Unforgettable 1940s".
- Final preparation of the Steering Committee for NAAC Peer Team visit

Provide the details of the action taken

The AQAR was placed before the Governing Body and its approval was received in the meeting dated 06.08.2016

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	--	--	--	--
PG	--	--	01(Bengali)	--
UG	20		01(ASPV)	07
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	04	01	--	--
Others	--	--	--	--
Total	24	01	02	07

Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	01(Bengali PG)
Trimester	--
Annual	21(WEBEL Informatics Ltd.& each department conducts Test Examinations annually in Honours and General Courses)

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects) [See Annexure (ii), (iii) & (iv)]

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure. SEE ANNEXURE (II)*

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

The revision of the syllabi is done by the affiliating university, West Bengal State University

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
60	18	15+1	--	10(CWTT) + 16(PTT)

2.2 No. of permanent faculty with Ph.D.

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
2	17	0	0	0	0	0	0	2	17

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	07	08	09
Presented	02	09	12
Resource Persons	00	00	00

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

E classroom teaching introduced, Audio visual teaching methods, use of simulators, extension lectures by distinguished academicians.

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

181

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

Computerised question paper setting and photocopy, online questions, printing

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

BOS- 05

--	--

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA (Hons)	150		3.64%	70.0%		73.33%
BSc(Hons)	59		13.89%	83.33%		61.02%
BCom(Hons)	13		7.69%	23.08%		38.46%

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

- IQAC holds regular meetings with the departments where the feedback of both students and teachers regarding the teaching-learning process are analysed.
- The results of the students are analysed by the departments and are placed before the IQAC for suggestions of improvement.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	04
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	01
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	03
Others	00

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	10	08	----	-----
Technical Staff	08	---	----	-----

Criterion – III

3. Research, Consultancy and Extension

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

- Science Forum organized an International Seminar on Environment, Science and Society: Exploring New Horizons” on 7 December 2015.
- Humanities and Social Science Forum compiled and published a book entitled, *Ami Naari, AmiMohiyoshi* with ISBN 978-81-929410-1-1.
- IQAC encourages and monitors research activities of the teachers. At present 6 UGC sponsored Minor Research Projects are running successfully.
- Research interests in the students are regularly maintained by promoting wall magazines in the departments.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	—	—	—	—
Outlay in Rs. Lakhs	—	—	—	—

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	—	05	01	—
Outlay in Rs. Lakhs	—	15.5	3.3	—

3.4 Details on research publications

	International	National	Others
Peer Review Journals	01	08	05
Non-Peer Review Journals	01	05	18
e-Journals	01	03	05
Conference proceedings	01	13	04

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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				
Minor Projects	Feb 2015-Feb 2017	UGC	3.3	2.65
Interdisciplinary Projects	—	—	—	—
Industry sponsored	—	—	—	—
Projects sponsored by the University/ College	—	—	—	—
Students research projects (<i>other than compulsory by the University</i>)	—	—	—	—
Any other(Specify)	—	—	—	—

Total	-	-	-	-
-------	---	---	---	---

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from N.A.

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	01				15
Sponsoring agencies					College

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : 2.65

From Funding agency From Management of University/College

Total

Type of Patent		Number
National	Applied	
	Granted	

3.16 No. of patents received this year

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

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

NCC

NSS

other

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

- A social awareness programme entitled, “Health & Environment: Social Development and Awareness” was organized by the NSS and Green Campus Committee in association with the Students’ Union and Alumni Association on 24.8.2015.
- “Hand Washing Day” an awareness drive organized by the College along with initiative taken by the Students’ Union on 4.12.15
- Dengue Awareness Programme at Fatallapur conducted by the faculties and students of Zoology Department on 17.12.2015
- “Anti-Tobacco Awareness Programme” conducted by the NSS unit of the college on 11.3.16.

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	240.5 cottahs			
Class rooms	42	05	College	47
Laboratories	18	03	College	21
Seminar Halls	06			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	03			
Value of the equipment purchased during the year (Rs. in Lakhs)	9.6			
Others (E classroom)	02			

4.2 Computerization of administration and library

Office administration, accounts and library are fully computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	26553(UG) + 550(PG)		718(UG) + 31(PG)		27271 (UG) + 581 (PG)	
Reference Books	4348		10		4358	
e-Books	97,000		-		97,000	
Journals	5				5	
e-Journals	6000 (access through INFLIBNET NLIST)	Annual Subscription	-		6000 (access through INFLIBNET NLIST)	
Digital Database						
CD & Video						
Others (specify) Magazines	05				05	
TOTAL		Rs.14,07,104.06 (wdv)		Rs. 2,32,300		Rs.15, 58,546.06

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	68	02	Wi-Fi	All	01	07	42	3 conf.rooms +2 eclassrooms
Added	10	--	Wi-Fi	All	---	--		1 auditorium
Total	78	02	Wi-Fi	All	01	07	42	6

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

- Compulsory Computer Literacy Programme to students given by WEBEL.
- Computer training and soft skill development is provided to both teaching and non-teaching faculty in collaboration with WEBEL Informatics Ltd.
- Training teachers to use Smart Board and e-classrooms.

4.6 Amount spent on maintenance in lakhs :

i) ICT

0.63

ii) Campus Infrastructure and facilities

11.70

iii) Equipments

0.05

iv) Others

0.02

Total :

12.40

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The General Secretary of the Students' Union is a member of the IQAC and it is with his help that IQAC enhances awareness about various support services.
- The students are made aware of the various support services through the college prospectus and website.
- Notices about fee concessions, stipends, are displayed on the students' notice boards and also circulated in the class rooms.

5.2 Efforts made by the institution for tracking the progression

- Regular assessments and evaluation process.
- Identifying the slow learners through regular assessments and college tests.
- Remedial coaching and Tutorial classes for slow learners.
- The result subcommittee compiles the results of various internal examinations and charts the progress of each department through graphical representations.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2822	23		

(b) No. of students outside the state

(c) No. of international students

No	%
1407	49.45

 Men

No	%
1438	50.54

 Women

Last Year						This Year					
General	SC	ST	O B C	Physically Challenged	Total	General	SC	ST	O B C	Physically Challenged	Total
2460	733	12	158	00	3363	1987	62	13	178		2845

Demand ratio 4.42:1 Dropout % 12 (approx.)

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

Entry in Services under UGC Sponsored Merged Scheme where economically backward students, students belonging to SC/ST category, ex-students and needy students of the locality are provided free coaching for appearing in the competitive examinations.

No. of students beneficiaries

56

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Amrita Mondal, a lady counsellor conducted a Career Interest Inventory for students seeking admission in BA Honours and General Courses, thus identifying the inclinations of the students towards choice of subjects.

There is a regular counselling and verifying desk arranged by each department during admission.

Career counseling and soft skill development cell under UGC sponsored Merged scheme offers counseling to the students on their future prospects and the market viability regarding the course of study. Regular seminars, workshops and special training programmes like Communicative English course, Self defence for women, Career awareness programme are organized by this cell.

No. of students benefitted

100

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	60	31	

5.8 Details of gender sensitization programmes

- Gender sensitization discussion on “Eve-Teasing” conducted by Internal Complaints Committee on 11.9.2015.
- Sexual Harrassment Prevention, Prohibition and Redressal Act, 2013 been translated in Bengali for easy understanding of the students and distributed among teachers,non-teaching staff and students by the Internal Complaints Committee.
- A workshop on “Understanding Women Empowerment and Sexual Harassment” was organized by the Women’s Cell and Internal Complaints Committee on 8.03.2016.
- A workshop entitled, “On Legal affairs of Women” organized by the Women’s Cell in collaboration with the Child in Need Institute (CINI, a leading NGO to empower the students on legal rights) on 13.10.15

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of Students	Amount (Rs.)
Financial support from institution	347	1,56,540
Financial support from government	842	3,590,900
Financial support from other sources	27	1,84,500
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level 01 National level International level

5.12 No. of social initiatives undertaken by the students 6

5.13 Major grievances of students (if any) redressed: No major grievances reported.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the vision and mission of the institution

The vision of the college is enshrined in our emblem which upholds the values of 'Knowledge', 'Perseverance' and 'Empowerment'. Our motto is to impart knowledge as well as to inculcate in the students the quality of perseverance that will finally empower them and make them responsible citizens of our country.

Our mission is to educate the young generation keeping in mind both the utilitarian scope of education and to ensure a holistic development of the mind and soul through proper assimilation of knowledge.

The prime objective of the institution is to enlighten the first generation learners and offer them a firm foothold in the society whereby they get an opportunity to place themselves as eligible competitors in the arena of emerging national and global challenges.

6.2 Does the Institution have a management Information System

Yes, the college has a computerized data-base of financial information for producing regular reports, accessible to the stakeholders

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

6.3.1 Curriculum Development

- Regular meeting of IQAC with departments.
- Faculties who are members of Board of Studies participate in a syllabus-framing and effective planning of the curriculum.
- Feedback from students.
- Interaction with guardians.
- Feedback from Alumni.

6.3.2 Teaching and Learning

- Preparation of Academic Calendar and modular distribution of syllabus
- Open Book Test
- Greater focus on ICT based learning with the added feature of 2 e Learning classrooms
- Special coaching facilities for various career oriented examinations through UGC sponsored Merged Scheme
- Remedial coaching and tutorials for slow learners

6.3.3 Examination and Evaluation

- Regular class tests, Unit Tests, Mid term and Test examinations are held by the college
- The teachers evaluate the performance of the students and submit the marks within 7 days of the examination
- The scripts of the Honours students are shown to them and their mistakes are pointed out
- The Result Committee prepares the result which is duly displayed on the notice board of the college
- University examinations are held in the college as per the schedule prescribed by the affiliating University, WBSU
- In case a student of the college is dissatisfied with the University result, he/she can take help of the RTI Cell of the college

6.3.4 Research and Development

- 1 teacher was granted a UGC sponsored Minor Research Project and 5 teachers are continuing with their Minor Research Projects..
- Publication of the research oriented articles of the teachers, “Ami Naari Ami Mohiyoshi” by the Humanities and Social Science Forum with the prestigious ISBN.
- Inculcating the spirit of research among students by giving them project works and various other assignments.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- New text and reference books added to the library
- Computerization of library
- New air-conditioned lab for the Department of Computer Science
- New air-conditioned editing room for Department of Journalism & Mass Communication
- Women’s Hostel renovation
- 2 new pollution free generators of capacity 30 KVA & 20 KVA
- 2 new class rooms constructed

6.3.6 Human Resource Management

- Ensuring a ragging-free campus.
- Cultivating ethics and moral values in the students.
- Classes on Value Education on “Swami Vivekananda’s Life and Ideals” by Brahmachari Ram Chaitanya on alternate Tuesdays, starting from 08.03.2016
- “Controlling Anger: Before it Controls You” – counselling of students by the Dept.of Philosophy on 15.01.2016.

6.3.7 Faculty and Staff recruitment

College sends requisition to College Service Commission for vacant substantive posts. Teachers are recommended by the College Service Commission and the Governing Body of the college appoints the teachers in the substantive posts.

Contractual and Part time teachers are appointed as per rules laid down by the Higher Education Department, Government of West Bengal.

Non teaching staffs are appointed as per the regulations framed by the State Government.

6.3.8 Industry Interaction / Collaboration

The college does not yet have any collaboration with the industry, However, the students of the ASPV department of our college interact with industries as per the needs of their project work.

6.3.9 Admission of Students

- Admission is done online as per the guidelines of West Bengal State University.
- Admission is done purely on the basis of merit.
- Norms are followed meticulously to ensure a free, fair and transparent admission process.

6.4 Welfare schemes for

Teaching	
Non teaching	Hariprasad Das Memorial Fund for the wards of non-teaching employees studying in the college.
Students	<ul style="list-style-type: none">• UGC-Merged scheme (Entry in services, Career counseling and soft skills development, Remedial coaching, Equal Opportunity Cell).• Student's Health Home• Student's Safety Insurance scheme• Concession schemes.• Scholarship and Stipend.• Academic Counselling.

6.5 Total corpus fund generated

NA.

6.6 Whether annual financial audit has been done Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	DPI, Govt. Of West Bengal	Yes	Academic Audit Committee
Administrative	Yes	DPI, Govt. Of West Bengal	Yes	Committees formed by Governing Body

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?

N.A.

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

NA

6.11 Activities and support from the Alumni Association

- The Alumni Association of the college in collaboration with the Student's Union of the college and the NSS wing organized a Blood Donation and free Thalassemia screening camp.
- The Alumni association take up the tree plantation programme on a regular basis.
- The members of the Alumni put up various information regarding competitive examinations, job opportunities, etc. on the Alumni Bulletin.
- The Alumni association plays an active part in the Saraswati puja organized by the Student's Union of the college.
- The ex-students of the departments of History and Bengali organized a get-together programme. A nostalgic talk on "My College life: a preparation for the life beyond" was the event highlight.
- Similarly, old classmates of Bengali department came together for a reunion cum cultural programme.

6.12 Activities and support from the Parent – Teacher Association

The departments organize Parents-Teachers meeting where issues like curriculum development and teaching-learning process are discussed. Feedback from parents is finally analyzed by the department concerned. Members of IQAC remain present in such meetings.

6.13 Development programmes for support staff

Computer training programme offered to library and office staff.

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

- Fluorescent tube lights are being replaced by CFL bulbs.
- Students are sensitized to protect the environment by taking part in 'Clean your Campus' drive.
- Tree plantation programmes are organized by the NSS unit in cooperation with the Alumni association and Student's Union.
- Students are encouraged to use bio-degradable materials within the campus.
- Use of LPG gas in canteen and Chemistry laboratory.
- Students are directed to conserve drinking water and switch off lights and fans when not in use.
- Decision to install solar panels in the second campus at Fatullapur has been made.

Criterion – VII

7. Innovations and Best Practices

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

- Setting up of two e-classrooms.
- Opening of Science Forum and Liberal Arts forum.
- Introduction of PG in Bengali.
- Approval for introducing Honours in Chemistry received.
- OPAC installed in the library.
- EPW and other journals are available online.

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

Plan of Action	Achievements
Introduction of new courses	PG in Bengali started from the academic session 2014-15 Proposal for introduction of Honours in Chemistry is sent and approved by the Higher Education Council, Government of West Bengal and West Bengal State University, and the course has already been started in the academic session 2015-16.
Introduction of e-classroom	2 e-classrooms have been set up
Digitisation of the library	OPAC has been installed EPW and other journals are available online
Expansion of infrastructure	New campus of 112 cottahs at Fatullapur New classrooms added and existing laboratories remodeled as per the need of the students and demand of the subjects Completion of auditorium Remodelling of the playground for the introduction of cricket pitch, basketball court and football ground

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

- To promote health awareness among women, the Women's Cell of the college made a campaign, offered counseling, and distributed pamphlets to the local women of Birati, coming from all sections of the society, entitled "Breast Cancer: Don't Fear It" on 27.02.2015.
- As part of the environmental protection and conservation, the NSS unit of our college organized a Young Talent Search Programme on "Green Environment and Our Life" involving the local secondary and higher secondary school students on 20 September 2014.

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

7.4 Contribution to environmental awareness / protection

- Tree plantation in our college campus at regular intervals.
- Young Talent Search Programme on "Green Environment and Our Life" involving local secondary and higher secondary school students on 20 September 2014.
- Cleaning of college campus by NSS on 19 December 2014
- Academy award winning film, "An Inconvenient Truth" based on ecological degradation and modes of conservation was screened on 14 November 2014
- A field work organized by the bio-science departments to Bakkhali sea beach and Henry's island to study the effect of rising human population on the density of the crab population.

7.5 Whether environmental audit was conducted?

Yes

No

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

STRENGTH:

- Our college offers Honours and General Courses in the UG level in as many as 20 subjects and PG course in Bengali, thus catering to the diverse academic choices of the students.
- A strong focus on quality teaching with the help of modern teaching aids.
- Cultural inclinations appreciated and promoted.
- Regular Faculty meetings for better monitoring of the students.
- We have an active NSS cell which regularly organizes various social awareness programme such as health and environment protection for the benefit of locality. some important programme organized by them include blood donation, thalassemia screening for our students, plantation of saplings in our college campus, organizing seminars and special lectures promoting value education and self development.
- We have very efficient administrative machinery for the benefit of our first generation learners fulfilling their teaching learning desire for their improvement.
- College provides different types of financial assistance to needy students by offering fee concession, student's aid fund and additional library facility.

WEAKNESS

- Majority of our students come from economically poor sections of the society. They cannot afford our education system with the limited resources academically and financially.
- The socio economic background of our students admitted in the college is responsible for poor communication skills in English.
- We don't have sufficient number of faculty in some department as per need of the student.
- Most of the students admitted in our college are generally lack in nutrition which results in low physical and mental fitness.
- A large number of our students work for their families beyond college hours.

OPPORTUNITY:

- The main objective of the college is to fulfil the desire of the locality as well as society at large.
- Our present governing body feels it necessary to introduce new courses for UG and PG level as well as in Vocational stream to make teaching learning process affordable and student friendly.
- We have a number of rich humanities courses but we need to develop more science streams at both general and honours level so that scientific desire and aspirations of our students can be satisfied for the benefit of their family and the society at large.

CHALLENGE:

- Students from rural areas have to compete with students from colleges located in urban areas
- Teaching communication in English to students who come primarily from a lower-middle class section of the society and who are mostly first generation learners.
- Departments consistently cope with insufficient number of teachers and supporting staff.
- Time frame allotted for completing Part III syllabus is short.

8.Plans of institution for next year

- To complete NAAC accreditation.
- Encouraging departments to apply for UGC sponsored State/National level Seminars/Conferences/Workshops.
- To NLIST INFLIBNET Programme in the library.
- Constructing buildings in the Fatullapur campus as per building sanction plan for the beginning of new courses.
- Planning a wide range of community welfare services, like organizing a workshop with the Self Help Groups on bee-hiving in the newly acquired second campus of Fatullapur.
- Signing MOUs with other organizations.

Ritu Mathur (Mitra)

Co-ordinator, IQAC
Mrinalini Datta Mahavidyapith
Birati, Kolkata-51

Name: **Dr. Ritu Mathur (Mitra)**

Signature of the Coordinator, IQAC



PRINCIPAL
Mrinalini Datta Mahavidyapith
Uttar Dum Dum, Birati, Kol-51

Name: **Dr. Apurba Bandopadhyay**

Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

[Annexure (i)]- ACADEMIC CALENDAR

Academic Calendar : 2015-16

Srl	Programme	Tentative Schedule	Important Points to Note
1	Admission for 1st Year students	2nd week of June to 4th week of June	<p>Details are available in Prospectus & the website of the College: www.mdmbirati.org W.B.S.U.norms are available For General Course: Admission on first-cum first serve basis as per vacancy settled by W.B.S.U. For Honours Course: Admission is allowed strictly as per the notified criteria settled by the Admission Sub-committee. Students will receive their Identity Cards at the time of their enrolment</p>
2	Provisional Admission for 2nd & 3rd Year students	Within one month after completion of respective Examination(July-Aug)	Students must bring one passport size photograph and photocopy of the Admit Card
3	Registration with West Bengal State University (for the 1st Year student)	Just after completion of admission process (3rd week of July to 4th week of July)	Unless the students register their names with the University, they are not eligible to appear in the University examination even if they remain with the college
4	Teaching-learning activity (Phase-I)	July to Pre Puja vacation	75% attendance is mandatory as per norms in WBSU Regular class tests for Honours students
5	Mid-term Examination	Just after Puja vacation	Guardians will be informed if the performance of the students are not satisfactory
6	Teaching-learning activity (Phase-II)	Post Puja to Winter recess	Guardians Meet for adopting proper measures regarding attendance and poor performance of the students
7	Issue of Registration	1st week of January	Registration certificates are prepared by WBSU will be issued from the college
8	Teaching-learning activity (Phase-III)	January to March	Remedial class will be arranged.

Srl	Programme	Tentative Schedule	Important Points to Note
9	Test: Part-III Part-II Part-I	2nd week of February 1st week of March 4th week of March	Candidates who cannot qualify in Test will not be allowed to fill in the forms for WBSU Examination
10	Form fill-up Part-III Part-II Part-I	2nd week of March 1st week of April 3rd week of April	No students can fill in the in the forms beyond the last date as settled by WBSU
11	Issue of Admit Cards	7 days before respective date of examination	Students must bring their College I.D. Card/Registration Certificate
12	WBSU Examination Part-III Part-II Part-I	4th week of April-May June June-July	Details of W.B.S.U. Exam. Schedule will be displayed on the W.B.S.U. website

[Annexure – (ii)]ANALYSIS OF FEEDBACK in Academic session 2015-16

Students' Feedback (major findings):

- i. About 86% of the students felt satisfied with the college facilities and ranked the overall college environment as “Very good” and “Good”, which is 6% higher compared to previous year survey (2014-15)
- ii. More than 90% students feel pleased regarding the overall academic atmosphere of the college.
- iii. In Science subjects, due to the enhancement of laboratory equipments in this academic session, about 80% students expressed their views as “Very good” and “Good”. However, more facilities would be needed in the coming sessions. Students also benefitted due to the opening of Honours course in Chemistry.
- iv. Besides financial aid and encouragement for joining extension programmes, the member of the Students' Union took an active role in the General counselling process of the institute for academic betterment and as a result, majority of the students expressed their views as “Very good” and “Good” regarding the performance of the students' body.
- v. On the basis of last year feedback, canteen as well as toilets of the institute were renovated and thus the students felt very much satisfied. However, continuous monitoring is needed for further improvement.

Alumni Feedback (major findings):

Some of the major views and activities of the Alumni members were as follows:

1. Alumni members of the college have published a wall magazine regarding their current activities in the college.
2. The core members of the Alumni took an active role in enhancing the number of alumni members in this academic year by taking the help of social media.
3. New Alumni Committee was formed in this current session.
4. Alumni members agreed to participate actively in the 2nd cycle of NAAC visit of the college.
5. Alumni members of the Institute organized activities like blood donation, tree plantation for the second time, health awareness programmes, cancer etc. in collaboration with the college NSS unit.
6. Like previous year, alumni members were invited to participate in the various activities of the Science Forum

Parents Feedback (Major findings) :

Like previous year, each department has organized a regular Parents-Teachers meeting on the basis of the published academic calendar at the beginning of the session and seek parents' feedback for overall development of the institute. Some of the major opinions are given below:

1. Almost all parents of the Honours students feel satisfied regarding regular Parents'-Teachers interaction throughout the academic session and also agreed that the quality of academic performances had been enhanced through these interactions in all departments.
2. All parents agreed that their wards would not be given permission by the college authority to appear for their final examination unless they had secured satisfactory marks in the annual test.
3. They felt very happy to see the expanding the infrastructural facilities of the institute in a sustainable way.
4. The parents praised the initiative of the college to organize such meetings and hoped that individual counselling sessions would also be organized if required.
5. Lastly, like previous year, the parents assured the college authority that they would try to ensure the regular attendance of their wards. In case of long illness or frequent absenteeism of their children they agreed to formally inform the college authority about the same, so that the college could arrange special classes for these students.
6. Like the alumni, parents were also enthusiastic to participate actively in the 2nd cycle of NAAC especially during the Peer Team visit.