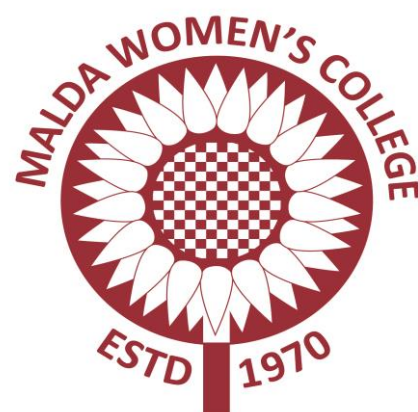
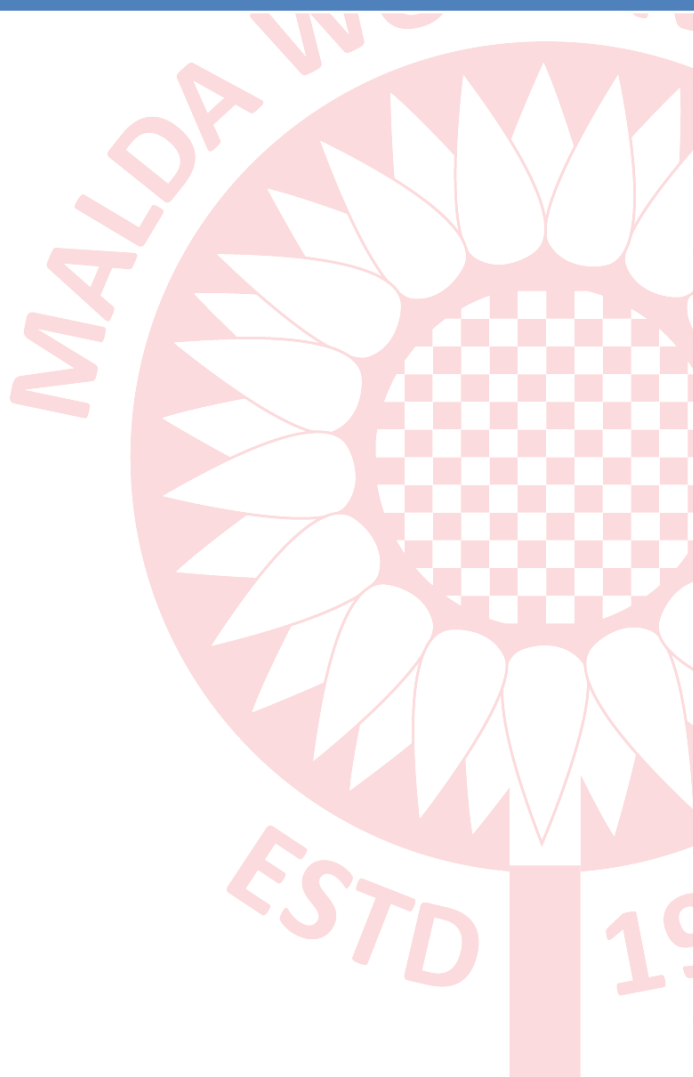


# Annual Quality Assurance Report 2017 - 2018



## **Malda Women's College**

Pirojpur, Shanti Gopal Sen Sarani

Malda – 732101

West Bengal, India.

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**The Annual Quality Assurance Report (AQAR) of the IQAC**

Part – A

**1. Details of the Institution**

1.1 Name of the Institution

MALDA WOMEN'S COLLEGE

1.2 Address Line 1

SHANTI GOPAL SEN SARANI

Address Line 2

PIROJPUR

City/Town

MALDA

State

WEST BENGAL

Pin Code

732101

Institution e-mail address

mwc.m70@gmail.com

Contact Nos.

03512-252597

Name of the Head of the Institution:

DR. MANDIRA CHAKRABORTY

Tel. No. with STD Code:

03512-252597

Mobile:

+91 9434076525

# Annual Quality Assurance Report

2017-  
2018

Name of the IQAC Co-ordinator:

Dr. Niladri Pradhan

Mobile:

+91 9474024275

IQAC e-mail address:

mwc.iqac@gmail.com

1.3 NAAC Track ID

WBCOGN13488

(NAAC Track ID generated in March 2017 is WBCOGN13488, but the visit held in October 2017 which is not included in the academic session 2016-17)

1.4 NAAC Executive Committee No. & Date:

EC/(SC)/28/A&A/1122, Dated 30<sup>th</sup> October 2017

1.5 Website address:

www.mwc.ac.in

Web-link of the AQAR:

<https://mwc.ac.in/mwc/aqar/0016MWC%20AQAR%202017-18.pdf>

1.6 Accreditation Details

| Sl. No. | Cycle                 | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|------|-----------------------|-----------------|
| 1       | 1 <sup>st</sup> Cycle | B     | 2.28 | December 22, 2007     | 22.12.2012      |
| 2       | 2 <sup>nd</sup> Cycle | B+    | 2.56 | October 30, 2017      | 29.10.2022      |
| 3       | 3 <sup>rd</sup> Cycle |       |      |                       |                 |
| 4       | 4 <sup>th</sup> Cycle |       |      |                       |                 |

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

07/03/2014

**1.8 AQAR for the year**

2017-2018

**1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC**

- i. AQAR 2011-12 submitted to NAAC on 31-03-2016
- ii. AQAR 2012-13 submitted to NAAC on 31-03-2016
- iii. AQAR 2013-14 submitted to NAAC on 31-03-2016
- iv. AQAR 2014-15 submitted to NAAC on 31-03-2016
- v. AQAR 2015-16 submitted to NAAC on 27-03-2017
- vi. AQAR 2016-17 submitted to NAAC on 23-12-2017
- vii. AQAR 2017-18 submitted to NAAC on 21-01-2019

**1.10 Institutional Status**

|   |                               |                                     |                        |                                     |         |                                     |         |                          |
|---|-------------------------------|-------------------------------------|------------------------|-------------------------------------|---------|-------------------------------------|---------|--------------------------|
| University  | State                         | <input type="checkbox"/>            | Central                | <input type="checkbox"/>            | Deemed  | <input type="checkbox"/>            | Private | <input type="checkbox"/> |
| Affiliated College  | Yes                           | <input checked="" type="checkbox"/> | No                     | <input type="checkbox"/>            |         |                                     |         |                          |
| Constituent College   | Yes                           | <input type="checkbox"/>            | No                     | <input type="checkbox"/>            |         |                                     |         |                          |
| Autonomous college of UGC   | Yes                           | <input type="checkbox"/>            | No                     | <input checked="" type="checkbox"/> |         |                                     |         |                          |
| Regulatory Agency approved Institution<br>(eg. AICTE, BCI, MCI, PCI, NCI) | Yes                           | <input type="checkbox"/>            | No                     | <input type="checkbox"/>            |         |                                     |         |                          |
| Type of Institution   | Co-education                  | <input type="checkbox"/>            | Men                    | <input type="checkbox"/>            | Women   | <input checked="" type="checkbox"/> |         |                          |
|   | Urban                         | <input type="checkbox"/>            | Rural                  | <input type="checkbox"/>            | Tribal  | <input type="checkbox"/>            |         |                          |
| Financial Status  | Grant-in-aid                  | <input checked="" type="checkbox"/> | UGC 2(f)               | <input checked="" type="checkbox"/> | UGC 12B | <input checked="" type="checkbox"/> |         |                          |
|   | Grant-in-aid + Self Financing | <input type="checkbox"/>            | Totally Self-financing | <input type="checkbox"/>            |         |                                     |         |                          |

**1.11 Type of Faculty/Programme**

|           |                                     |             |                          |                |                          |            |                          |                |                          |
|-----------|-------------------------------------|-------------|--------------------------|----------------|--------------------------|------------|--------------------------|----------------|--------------------------|
| Arts      | <input checked="" type="checkbox"/> | Science     | <input type="checkbox"/> | Commerce       | <input type="checkbox"/> | Law        | <input type="checkbox"/> | PEI (Phys Edu) | <input type="checkbox"/> |
| TEI (Edu) | <input type="checkbox"/>            | Engineering | <input type="checkbox"/> | Health Science | <input type="checkbox"/> | Management | <input type="checkbox"/> |                |                          |

Others (Specify)

1.12 Name of the Affiliating University

UNIVERSITY OF GOUR BANGA

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

Autonomy by State/Central Govt. / University

N.A.

University with Potential for Excellence

N.A.

UGC-CPE

N.A.

DST Star Scheme

N.A.

UGC-CE

N.A.

UGC-Special Assistance Programme

N.A.

DST-FIST

N.A.

UGC-Innovative PG programmes

N.A.

Any other (Specify)

N.A.

UGC-COP Programmes

N.A.

## **2. IQAC Composition and Activities :**

2.1 No. of Teachers

8

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

1

2.4 No. of Management representatives

1

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  |
| 2.9 Total No. of members             | 13 |

2.10 No. of IQAC meetings held 8

2.11 No. of meetings with various stakeholders: No.  Faculty 4 (T.C. Meeting)

Non-Teaching Staff  Students Department-wise held Alumni  Others

**Several meetings were held with the sub-committees and Alumni Association.**

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

If yes, mention the amount N.A.

2.13 Seminars and Conferences (only quality related) **NIL**

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

Total Nos.  International 1 National  State  Institution Level

(ii) Themes: NIL

2.14 Significant Activities and contributions made by IQAC

1. NAAC Re-Accreditation (2<sup>nd</sup> Cycle, accredited B+)
2. Infrastructural development
3. CAS related matters

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 are stated below:

| Plan of Action                                 | Achievements  |
|--|---|
| 2 <sup>nd</sup> Cycle Re-Accreditation of NAAC | Achieved (2 <sup>nd</sup> Cycle, accredited B+)     |
| Applied for RUSA 2.0 Grant                     | 1 <sup>st</sup> Phase amount received (Rs. 1 Crore) |
| Construction of Virtual classroom              | Achieved  |
| Inter-disciplinary Lectures                    | Conducted in all the departments                    |
| Parents-Teachers Meeting                       | Conducted   |

2.15 Whether the AQAR was placed in statutory body      Yes ☒      No ☐

Management ☒      Syndicate ☐      Any other body

**Administrator:**

Partha Chakraborty  
W.B.C.S. (Exe.), Sub  
Divisional Officer, Malda  
Sadar, Malda.

Provide the details of the action taken

The AQAR has been approved by the Principal and the IQAC.



## 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                     |                               |  |                                     |  |
| UG                     | 2(B.A. Hons. And Gen.)        | 0  | 0                                   | 0  |
| PG Diploma             |                               |  |                                     |  |
| Advanced Diploma       |                               |  |                                     |  |
| Diploma                |                               |  |                                     |  |
| Certificate            |                               |  |                                     |  |
| Others                 |                               |  |                                     |  |
| <b>Total</b>           | <b>2</b>                      | <b>0</b>                                   | <b>0</b>                            | <b>0</b>   |

|                   |  |  |  |  |
|-------------------|--|--|--|--|
| Interdisciplinary |  |  |  |  |
| Innovative        |  |  |  |  |

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

- The college offers 10 (Ten) Honours subjects as core options at the UG level: Bengali, Economics, Education, English, Geography, History, Philosophy, Political Science, Sanskrit and Sociology.
- The University offers range of elective subjects and the college has chosen the following for the choices of the students: English, Bengali, History, Philosophy, Sociology, Geography, Education, Political Science, Sanskrit, Economics and Women's Studies.
- The college is affiliated to the University of Gour Banga, and therefore flexibility in the curriculum is not possible.

#### (ii) Pattern of programmes:

| Pattern   | Number of programmes |
|-----------|----------------------|
| Trimester | 0                    |
| Annual    | 1                    |

#### 1.3 Feedback from stakeholders\* (On all aspects)

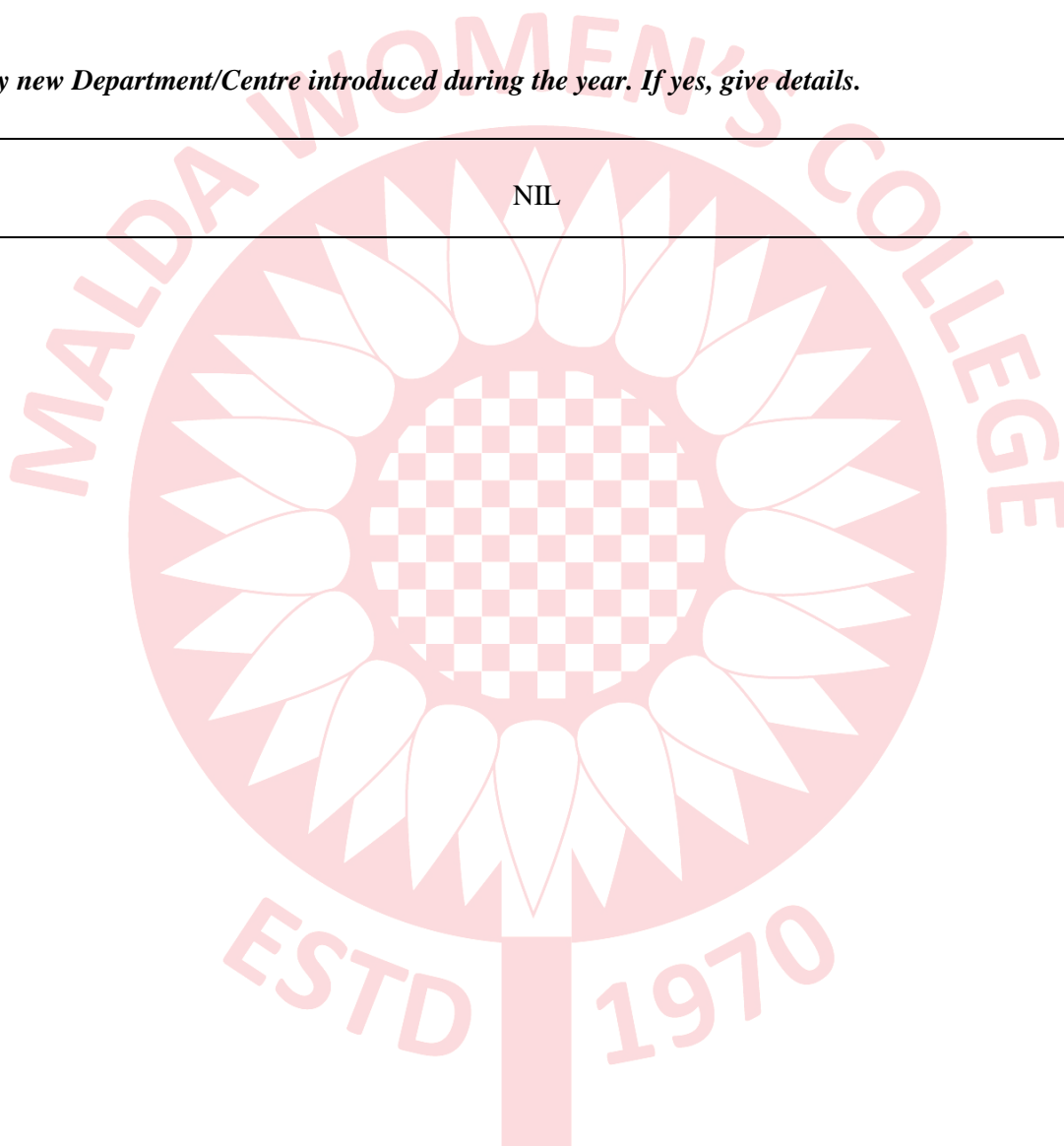
Alumni ☒ Parents ☒ Employers ☐ Students ☒  
 Mode of feedback : Online ☒ Manual ☒ Co-operating schools (for PEI) ☐

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

NIL

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

NIL



## Criterion – II

### 2. Teaching, Learning and Evaluation

**2.1 Total No. of permanent faculty**

| Total                       | Asst. Professors     | Associate Professors | Professors | Others                 |
|-----------------------------|----------------------|----------------------|------------|------------------------|
| 23<br>(including Principal) | 13<br>2 (Librarians) | 7                    | -          | 2 (Govt. Approved PTT) |

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

8

**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 |
| 0                | 0 | 0                    | 0 | 0          | 0 | 0      | 0 | 0     | 9 |

**2.4 No. of Guest and Visiting faculty and Temporary faculty**

11

0

0

**2.5 Faculty participation in conferences and symposia:**

| No. of Faculty   | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended         | 5                   | 2              | 2           |
| Presented papers | 9                   | 5              | 3           |
| Resource Persons |                     |                | 1           |

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

- Students' presentation
- Skype sessions

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

168

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

-

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

4 (B.O.S)

## 2.10 Average percentage of attendance of students

On an average 75% of the classes are attended by the students

## 2.11 Course/Programme wise distribution of pass percentage:

| Title of the Programme | Total no. of students appeared | Division      |       |       |       |        |
|------------------------|--------------------------------|---------------|-------|-------|-------|--------|
|                        |                                | Distinction % | I %   | II %  | III % | Pass % |
| B.A. (Honours)         | 402                            | --            | 19.78 | 80.21 | --    | 69.15  |
| B.A. (General)         | 179                            | --            | 2.04  | 97.95 | --    | 27     |

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

- The IQAC looks into the Feedbacks of the students on various academic and infrastructural matters and the same is conveyed to the concerned teachers and staff.
- IQAC also encouraged faculty participation in research related areas.

## 2.13 Initiatives undertaken towards faculty development

| Faculty / Staff Development Programmes         | Number of faculty benefitted |
|--|------------------------------|
| Refresher courses                              | 2                            |
| UGC – Faculty Improvement Programme            | 1                            |
| HRD programmes                                 | -                            |
| Orientation programmes                         | 1                            |
| Faculty exchange programme                     | -                            |
| Staff training conducted by the university     | -                            |
| Staff training conducted by other institutions | 2                            |
| Summer / Winter schools, Workshops, etc.       | 2                            |
| Others   | -                            |

## 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 | 11                            | -                          | -  | 5                                      |
| Technical Staff      | -                             | -                          | -  | -                                      |

## Criterion – III

### 3. Research, Consultancy and Extension

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

- IQAC recommended the introduction of self-assessment report for implementation and continuous improvement in all the systems of the college for students and stakeholders' satisfaction.
- Seminars and workshops at National and State Levels were to be considered in the forthcoming years.
- IQAC has informed all the departments to prepare proposals to be sent to funding agencies for organizing seminars and conferences.

#### *3.2 Details regarding major projects: NIL*

|                     | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number              |           |         |            |           |
| Outlay in Rs. Lakhs |           |         |            |           |

#### *3.3 Details regarding minor projects:*

|                     | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number              | -         | 01      | 01         | -         |
| Outlay in Rs. Lakhs | -         | 1.6     | 0.9        | -         |

#### *3.4 Details on research publications*

|                          | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals     |               | 5        |        |
| Non-Peer Review Journals |               | 8        |        |
| e-Journals               |               | 6        |        |
| Conference proceedings   |               |          | 10     |

#### *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: NIL*

| Nature of the Project  | Duration Year  | Name of the funding Agency | Total grant sanctioned | Received    |
|--|----------------|----------------------------|------------------------|-------------|
| Major projects   |                |                            |                        |             |
| Minor Projects   | 2017 - ongoing | UGC                        | 1,60,000               | 90,000      |
| Interdisciplinary Projects   |                |                            |                        |             |
| Industry sponsored   |                |                            |                        |             |
| Projects sponsored by the University/ College                        |                |                            |                        |             |
| Students research projects (other than compulsory by the University) |                |                            |                        |             |
| Any other(Specify)   | 2018           | UGC (RUSA 2.0)             | 2,00,00,000            | 1,00,00,000 |
| Total  | 1              |                            |                        |             |

**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              |               |          |       |            | 9       |
| Sponsoring agencies |               |          |       |            |         |

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

**3.13 No. of collaborations**  International  National  Any other: NIL

**3.14 No. of linkages created during this year**

**3.15 Total budget for research for current year in lakhs: Nil**

From funding agency  From Management of University/College

Total

**3.16 No. of patents received this year**

**NOT APPLICABLE**

| 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: NOT APPLICABLE**

| 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**

NA

NA

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

NA

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

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: 90**

|                  |   |                     |   |
|------------------|---|---------------------|---|
| University level | - | State level         | - |
| National level   | - | International level | - |

**3.23 No. of Awards won in NSS: NIL**

|                  |   |                     |   |
|------------------|---|---------------------|---|
| University level | - | State level         | - |
| National level   | - | International level | - |

**3.24 No. of Awards won in NCC: NIL**

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

**3.25 No. of Extension activities organized**

|                  |   |               |   |
|------------------|---|---------------|---|
| University forum | - | College forum | - |
| NCC              | 9 | NSS           | 7 |
|                  |   | Any other     | - |

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

The major activities during the year in the sphere of extension and ISR are listed in the tables below:

**NSS ACTIVITIES:**

| Sl. No. | ACTIVITY                     | DATE                    |
|---------|------------------------------|-------------------------|
| 1       | Flood Relief                 | 22/9/2017 – 28/9/2017   |
| 2       | Rashtriya Ekta Divas         | 16/11/2017              |
| 3       | AIDS day celebration         | 1/12/2017               |
| 4       | Human Rights Day celebration | 10/12/2017              |
| 5       | Special Camp                 | 12/12/2017 – 19/12/2017 |



## **NCC ACTIVITIES:**

|   |   |                         |
|---|---|-------------------------|
| 6 | Family Welfare Programme at Baluchar, Malda | 16/03/2018              |
| 7 | Special Camp                                | 27/03/2018 – 16/04/2018 |

## **Details of Special Camp (12/12/2017 – 19/12/2017)**

- Awareness regarding education
- Distribution of study materials among primary school students
- Awareness on health at Paharipara
- Cleaning of roads
- Awareness of Dengue and distribution of mosquito nets and blankets
- Awareness on child marriage

## **NCC ACTIVITIES:**

| SL NO | NAME OF PROGRAMME | DATE                     | NO. OF CADETS WHO PARTICIPATED |
|-------|-------------------|--------------------------|--------------------------------|
| 1     | N.I.C             | 24/8/2017 TO 02/09/2017  | 3                              |
| 2     | R.D.C             | 16/09/2017 TO 25/09/2017 | 33                             |
| 3     | N.I.C             | 04/10/2017 TO 16/10/2018 | 7                              |
| 4     | A.L.C             | 28/05/2018 TO 10/06/2018 | 2                              |
| 5     | C.A.T.C           | 01/06/2018 TO 10/06/2018 | 30                             |
| 6     | C.A.T.C           | 11/06/2018 TO 20/06/2018 | 15                             |

**\*\*Swachchata Samorah Mass Awarenessn Rally held on 11/05/208 and International Day of Yoyga on 22/06/2018 (NCC Unit)**

## 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 (acres)   | 2.05     |               |                | 2.05  |
| Class rooms   | 23       |               |                | 23    |
| Laboratories  | 02       |               |                | 02    |
| Seminar Halls   | 01       |               |                | 01    |
| No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year. | -        | -             | -              | -     |
| Value of the equipment purchased during the year (Rs. in Lakhs)                   | -        | -             | -              | -     |
| Others : Photocopier, Printers, UPS, Computers                                    | -        | 5             | DPI            | 02    |

#### **4.2 Computerization of administration and library**

- CCTVs installed in the Central Library.
- INFLIBNET and N-LIST available.
- Introduction of Web-OPAC.
- Library is partially automated.
- KOHA Library Management Software installed and is running.
- HRMS and Smart college software for office use.

#### **4.3 Library services:**

|                  | Existing |       | Newly added |   | Total |       |
|------------------|----------|-------|-------------|---|-------|-------|
|                  | No.      | Value | No.         | Value                                     | No.   | Value |
| Text Books       | 24787    |       | 9           | 6809                                      |       |       |
| Reference Books  |          |       |             | 2775                                      |       |       |
| e-Books          |          |       |             | 31,3500 +ebooks (through NLIST INFLIBNET) |       |       |
| Journals         |          |       |             | 27  |       |       |
| e-Journals       |          |       |             | 6000 + e-journals                         |       |       |
| Digital Database |          |       |             | NIL                                       |       |       |
| CD & Video       |          |       |             | NIL                                       |       |       |
| Others (specify) |          |       |             | NIL                                       |       |       |

#### 4.4 Technology up gradation (overall)

|          | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 50              | 0             | 10       | 01               | 01               | 10     | 10          | 02     |
| Added    | 0               | 0             | 0        | 0                | 0                | 0      | 0           | 0      |
| Total    | 50              | 0             | 10       | 01               | 01               | 10     | 10          | 02     |

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

- Computer and Internet facilities were available for the teachers and the students.
- New computers have been added to the existing number.
- MoU with Institute of Computer Accountants (ICA) for computer training to students.
- Workshops by external experts on technology for the teachers, non-teaching staff and librarians.

#### 4.6 Amount spent on maintenance in lakhs :

**AUDIT HAS NOT YET BEEN DONE**

i) ICT

ii) Campus Infrastructure and facilities

iii) Equipments

iv) Others

**Total :**

## Criterion – V

### 5. Student Support and Progression

#### *5.1 Contribution of IQAC in enhancing awareness about Student Support Services*

IQAC of the college looks into the publication of the updated prospectus every year which provides an overview of the college upholds the unique features of the college. The students are made aware of the following:

- Norms of admission/courses offered at the UG level
- Codes of conduct
- Stipends, scholarships and prizes for the students
- Unique assessment system through class tests/tests/annual examinations
- Seminars, Workshops at National and State-levels are organized by the departments
- Updated and well-stocked library
- Departmental wall magazines to nourish young talents
- Games and sports opportunities
- Students' canteen
- Arranging institutional level seminars and guest lectures to enlighten students and appraise the latest advances in their respective fields of study
- Arranging career counselling sessions for helping and shaping the students' future
- Making the students aware of their responsibilities towards environment, ecology and community through participation in tree plantations drives, clean campus programmes and blood donation and communal harmony programmes

#### *5.2 Efforts made by the institution for tracking the progression*

The sub-committees maintain the documents regarding the above.

#### *5.3 (a) Total Number of students*

| UG | PG | Ph. D. | Others |
|----|----|--------|--------|
|    | -  | -      | -      |

#### *(b) No. of students outside the state*

NIL

#### *(c) No. of international students*

NIL

|    |    |
|----|----|
| No | %  |
| NA | NA |

Men

|    |   |
|----|---|
| No | % |
| 0  | 0 |

Women

| Last Year |     |     |     |                       |       | This Year |     |    |     |                       |       |
|-----------|-----|-----|-----|-----------------------|-------|-----------|-----|----|-----|-----------------------|-------|
| General   | SC  | ST  | OBC | Physically Challenged | Total | General   | SC  | ST | OBC | Physically Challenged | Total |
| 1058      | 210 | 147 | 897 | -                     | 2312  | 1823      | 435 | 81 | 244 | 2                     | 2585  |

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

NIL

No. of students beneficiaries

NIL

#### 5.5 No. of students qualified in these examinations.

NET 
 SET/SLET 
 GATE 

0

 CAT 

0

IAS/IPS etc 

0

 State PSC 

0

 UPSC 

0

 Others 

0

#### 5.6 Details of student counselling and career guidance

NIL

No. of students benefitted

-

#### 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 |
| NIL                             |                                 |                           |                           |

## 5.8 Details of gender sensitization programmes

|   |  |   |              |
|---|--|---|--------------|
| 1 | One Day Workshop on “Gender Diversity” | Organized by the Department of English in association with IQAC | January 2017 |
|---|--|---|--------------|

## 5.9 Students Activities

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

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: **District**/University level  National level  International level

Cultural: **District**/University level  National level  International level

## 5.10 Scholarships and Financial Support

|  | Number of students                                   | Amount (Rs.)    |
|--|--|-----------------|
| Financial support from institution                                   | 354  | Rs. 20,250/-    |
| Financial support from government                                    | Kanyashree (K2 = Rs.80,75,000 and K1 = Rs. 23,250/-) |                 |
| Financial support from other sources                                 | 261  | Rs. 23,41,500/- |
| Number of students who received International/ National recognitions | NIL  |                 |

## 5.11 Student organised / initiatives

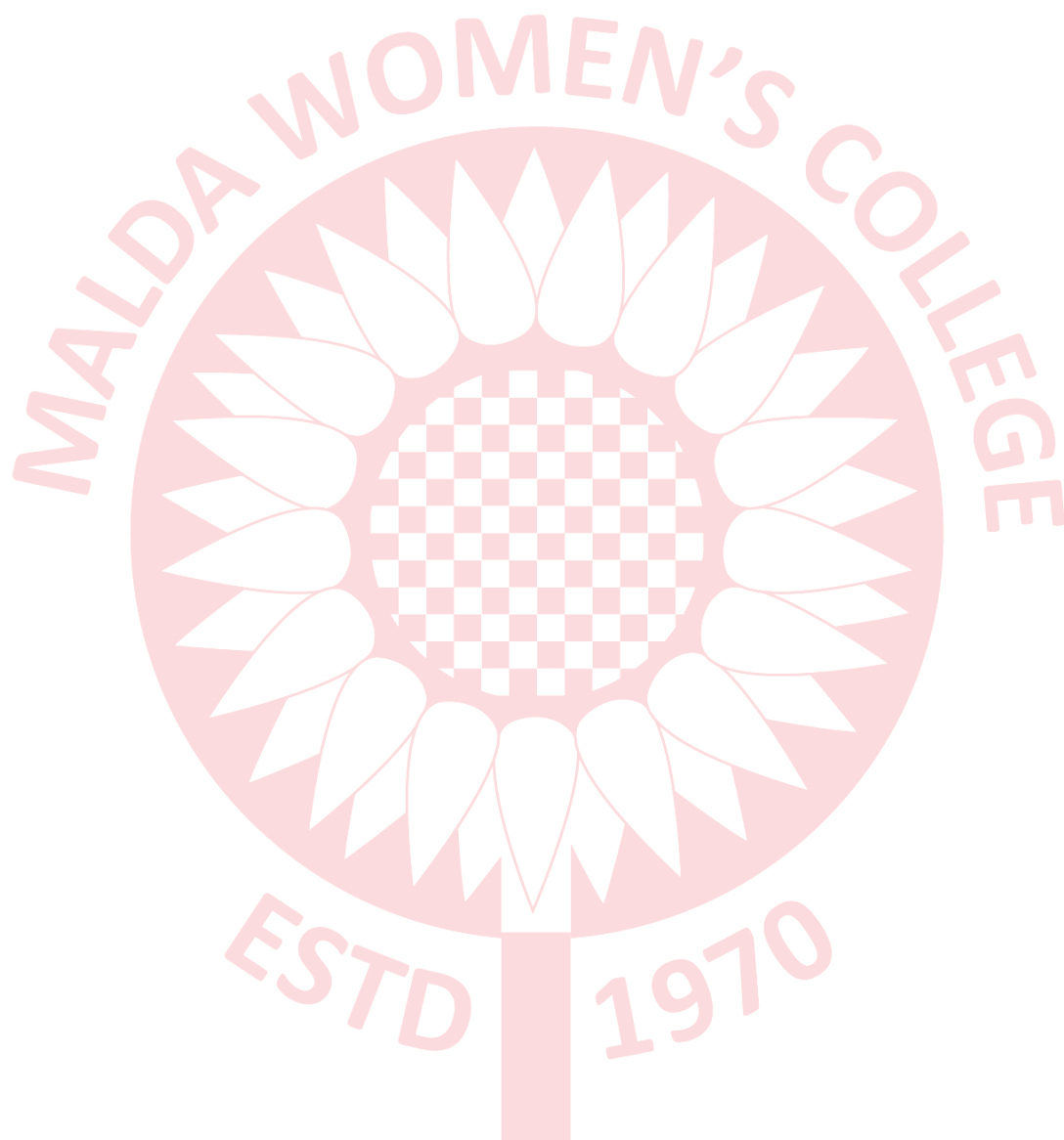
Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

NIL

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



### Criterion – VI

#### 6. Governance, Leadership and Management

##### *6.1 State the Vision and Mission of the institution*

###### **VISION:**

Malda Women's College is one of the leading colleges under University of Gour Banga. Since its inception in 1970, it has significantly catered to women's education. It is the only women's college in and around Malda District and it serves the need of women folk in this region. For the last 46 years the college has been growing in many spheres with vibrant departments providing ample scope for higher education to women. Efforts are on to strive further in the world of academics so that the college, along with its alumni can carve an illustrious niche in many fields. The college aims to tap the intellectual potential of young girls. Devoted solely to the development of women, the college envisions a future where women become independent thinkers contributing to an environment conducive to the needs of society.

###### **MISSION:**

- To become a centre of excellence in the field of women's education.
- To develop a vibrant academic atmosphere for research & higher studies.
- To instil leadership qualities amidst our students.
- To impart value-based education to the students to help them in the task of nation building and in emancipation of women.
- To make the students emerge as progressive, responsible and successful individuals so that they contribute both to their personal growth and to social and national development.
- To make higher education accessible to the underprivileged section of the society. To develop potential of the students in extra-curricular fields through participation in different campus activities, Sports, cultural & extension activities.
- To sensitize students towards & social concerns like gender & environmental issues, human rights, ethical and moral values.
- To strengthen the bond among the teachers, students and stakeholders, so that the relationships remain mutually beneficial and enriching for all.
- To provide students holistic education to evolve as better citizens of the future.

##### *6.2 Does the Institution has a management Information System*

The college has a Management Information System called "Smart College", in which the entire database of the students as well as faculty and staff is maintained. The registered candidates are enrolled in the software from which their data can be accessed and retrieved. In addition to this, "Smart College" is also used for keeping a record of the salaries of the faculty members and the non-teaching staff. COSA (HRMS) Software, as directed by the State Government, is used by the college for maintaining the salary components.

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

###### 6.3.1 Curriculum Development

The college follows the curriculum as prescribed by the University of Gour Banga. Since we are affiliated to a university, the college cannot take initiatives in curriculum development. However, interdisciplinary classes as well as intra-and interdepartmental seminars and lectures have been organized to enrich the students to a great extent.



### 6.3.2 Teaching and Learning

#### **Teaching Aids:**

- ✓ Chalk, Duster and Blackboard method.
- ✓ PPT and LCD Projector.
- ✓ Online MCQs.
- ✓ Distribution of e-resources.
- ✓ GPS and GIS Software (Geography Department)
- ✓ Dedicated Computer Laboratory for students of the Geography department.
- ✓ Field work and excursions conducted by Departments of Geography, Sociology, English, Education, Bengali and Sanskrit.

#### **Learning Assessments:**

- ✓ Selection Tests.
- ✓ Mock Tests.
- ✓ Regular assignments, debates and quizzes.
- ✓ Students' Presentations.
- ✓ Seminars, Workshops and Guest Lectures for the students.
- ✓ Participation in Youth Parliament.

### 6.3.3 Examination and Evaluation

1. Examinations are held annually which are conducted by the University of Gour Banga, to which the college is affiliated.
2. Apart from the annual system of examinations, regular class tests are conducted by the faculty members to assess the advancement of the students regarding the syllabus completed.
3. Selection tests are held for a comprehensive assessment.
4. Answer scripts are corrected by the teachers within the stipulated time as decided by the Examination Committee and the results are published on time.
5. Students are also encouraged to use OMR sheets for MCQs in internal examinations.

### 6.3.4 Research and Development

- The college takes special care of the faculty members as far as research is concerned. The extensive library provides for a healthy academic exercise for the teachers and the students. The teachers are encouraged to conduct and participate in various research activities involving seminars, both national and international, and Minor Research Projects funded by the UGC.
- One Minor Research project is presently on going under the supervision of Dr. Niladri Pradhan, Department of Education.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- The college is a recipient of RUSA 2.0 grant from UGC.
- New computers have been installed.
- ICT enabled Virtual Classroom constructed.
- CCTVs installed in the Central Library.
- INFLIBNET and N-LIST available.
- Introduction of Web-OPAC.
- Library automation partial.
- KOHA Library Management Software installed and is running.
- HRMS and Smart college software for office use.
- The college has an exclusive collection of reference books and journals that are extensively used by the teachers, students and alumni for their academic purposes.
- The library has a restricted access for the students but they can submit requisitions for books as and when required.
- Reading Room of the library is open to all for creating a better academic environment.
- Besides, every department has a seminar/departmental library and students can directly access the books under the supervision of the departmental teachers.
- The college office is well equipped with various ICT tools such as photocopiers, scanners, printers and sufficient number of computers.

#### 6.3.6 Human Resource Management

- The College has always aimed to maintain cordial relations with its teachers and staff members. The Human resource management of the college is well defined management and structured to ensure quality.
- For an efficient functioning of the college in all relevant fields, various committees and cells have been formed. We are proud to be the only women's college under University of Gour Banga, who have ventured to have a NCC (National Cadet Corps) unit.
- Apart from this, the students and teachers of Malda Women's College are conscious about their social duties and responsibilities. Therefore we have 2(Two) dedicated units under the NSS (National Service Scheme) who have been very active.
- We have also ensured that all the teachers and students get a platform for expressing their opinions as well as grievances. So we have a Teachers' Council under the leadership of Dr. Niladri Pradhan.

#### 6.3.7 Faculty and Staff recruitment

1. Full Time Teachers (FTT) are recruited by the central body of West Bengal College Service Commission (WBCSC). Vacancies and requirements are sent to the Commission and when interviews are conducted, empanelled candidates are recruited accordingly.
2. In 2017-18 we had 20 Full Time Teachers excluding Principal and 2 Librarians.
3. The college has 2 (Two) Part Time Teachers (PTT) initially recruited by the college on temporary basis but since 2010 their posts have been made officially permanent by the Govt. of West Bengal and since then they are permanent assets of our college.
4. As the college cannot recruit teachers on its own, we are facing a shortage of teachers in various departments. We fear that this problem will culminate into a crisis in the coming years since some of our senior teachers are approaching their retirement in the coming few years. We hope that the

WBCSC will look into this matter and will send new teachers accordingly. As of now, the shortage of teachers is somewhat tackled by various Guest Lecturers on ad-hoc basis.

## 6.3.8 Industry Interaction / Collaboration

Direct collaboration with an industry is currently unavailable. We are keeping track of the situation and exploring various avenues of such interaction.

## 6.3.9 Admission of Students

Admission of students is essentially done in accordance with the criteria of the University of Gour Banga. Admission is done strictly on the basis of merit. The entire of admission is conducted online.

The college publishes notices on its website, and on the college notice board regarding the process of admission after the publication of the 10+2 results. The criteria for admission, the number of seats in each subject and the deadlines are mentioned in the notices. Besides, Reservation quota is also maintained while admitting students. Admission is conducted on the basis of circulars by the government of West Bengal and the affiliating university.

## 6.4 Welfare schemes for

|              |   |
|--------------|---|
| Teaching     | NIL   |
| Non teaching | NIL   |
| Students     | Free studentship as well as concession in fees and financial assistance for purchasing books for needy but meritorious students is available. |

## 6.5 Total corpus fund generated

--

## 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      | IQAC         | YES      | IQAC                   |
| Administrative | YES      | NOT YET DONE | YES      | Malda Based C.A. Firms |

**6.8 Does the University/ Autonomous College declares results within 30 days?**For UG Programmes (Honours) ☒ Yes (Pass) ☒ NoFor PG Programmes Yes ☐ No ☐**6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?**

The college does not have any scope for Examination Reforms. It follows the norms of the parent university.

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

N.A.

**6.11 Activities and support from the Alumni Association**

The Alumni Association has not been registered yet. The Alumni Association conducts seminar in each academic session and organises reunion of the college in every 5 year. The Association also undertakes various vocational courses and participate whole heartedly in various activities like sports, cultural programme, of the institution.

Scholarship from Alumni fund has given to the following students :

1. Alimfa Yeasmin, (Rs.500/-, Needy and meritorious)
2. Tanu Gayaly, (Rs. 1000/- , Day Scholar)
3. Sabnam Mustari, (Rs. 2000/-)

Tanu Gayali and Sabnam Mustari are recipientsof Keya Das Smriti Puraskar Awards.

**Handicraft Training Centre organized by the Alumni Association, Malda Women's College**

Handicraft Training Centre was started by the Alumni Association, Malda Women's College from 2006. It is running very successfully till date. Besides training the existing students and Alumni of this college the centre organizes exhibition cum sale every year. We are proud to state that this centre recruits ex-students of the college for providing training to students. Following tables shows various activities of this centre.

**Types of activities in handicrafts and beautician training course training:**

| Duration of Course                                   | Type of Activities   |
|--|--|
| 1. Handicrafts Training Course 24 classes (3 months) | Making soft toys, glass painting, fabric, pot painting, making cord, crystal and jute bags, various types of wall hanging. |
| 2. Beautician Training Course 36 classes (3 months)  | Beautician training course includes facial, manicure etc.  |

**Table-6: Handicrafts Training: Enrolment and Placement of Students.**

| Year    | Number of Enrolled Student | Course fee (3 Months) | Placement of Students |
|---------|----------------------------|-----------------------|-----------------------|
| 2017-18 | 22                         | 200/-                 | NIL                   |
| 2017-18 | 21                         | 600/-                 | NIL                   |

## **6.12 Activities and support from the Parent – Teacher Association**

Meeting with the guardians of the 1<sup>st</sup> and 2<sup>nd</sup> year Honours students was held regularly. All the departments had invited the parents for the meeting. The parents shared their opinions and feedback in the meeting. Apart from this, the parents are free to come to the college and directly interact with the teachers, staff and the Principal. Infact, everyday one hour (2 pm – 3 pm) has been kept aside for parents' interaction with the Principal and the teachers. However, the availability of the parents is not satisfactory.

## **6.13 Development programmes for support staff:**

NIL

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

- The frontal part of the college has a well-built garden which is regularly maintained.
- Plantation programme by NSS

### 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.**

- IQAC Newsletter published
- Skype Sessions
- Kho Kho introduced by the Sports Committee

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

In the beginning of an academic calendar year, the planning of action of the college starts with the fixing of the admission criteria subject to the changes by the university and the contingent situation of the district. The Academic Council, with the help of the different teaching departments, fixes the class routines, period of the teaching course modules, the dates of the internal examinations, guidance and access to the library books in the general library and the seminar library, redressal to student grievance, sports and NSS activities, awareness and the social welfare programmes. The Teachers' Council divides the work among several sub-committees.

**7.3 Give two Best Practices of the institution.**

1. Students' Seminar in various departments.
2. Skype Session in the Department of English.

**7.4 Contribution to environmental awareness / protection**

- Plantation programme done on College Foundation Day, i.e. 10<sup>th</sup> August 2017.
- Green Audit done and medicinal plants have also been planted.

**7.5 Whether environmental audit was conducted?** Yes ☒ No ☐

**7.6 Any other relevant information the institution wishes to add.**

#### Strengths

- Re-Accreditation by NAAC and the college is now a recipient of RUSA 2.0 grant from UGC.
- Malda Women's College is the only girls' college in this district is carrying its duty to educate and impart awareness to girls for a long period.
- Excellent academic results.
- Within its limited scope, it tries to provide value-added education to the students.
- Several lectures on health issues are organized for the girls.
- Gender Sensitization programmes are also held.
- The college provides some financial help to the needy and eligible students who do not receive government scholarship aids.

#### Weaknesses



- Shortage of space affects expansion.
- Shortage of teachers affects the required teacher-student ratio.
- Lack of transport facilities makes the functioning of an academic institution difficult.
- Imparting knowledge to the incoming students from rural backgrounds with low per capita income and associated surroundings, who lack the acumen for studies is indeed a difficult challenge.
- Many students discontinue their studies due to early marriage and taking up low-income services owing to the financial stress from the families.

### Opportunities

- The socio-economic backwardness of the catchment zone also opens the opportunities of functioning as a resource centre of social development.
- Besides providing education, the institution has a great possibility to develop as an informed agency on various matters such as economic self-sufficiency of the girls, family health care awareness of social and environmental problems etc.
- The college is also taking an initiative for introducing PG courses under Netaji Subhas Open University.
- Infrastructural development.

### Challenges

- Drop outs.
- Low response for subjects like Economics.

### Plans of institution for next year

- Intra-college Faculty Improvement Programme.
- Inter-departmental and inter-disciplinary lectures.
- Students' seminar.
- Special lectures by external members.
- Extensive use of ICT.
- Value-added programmes to be extended.
- Grants from funding agencies.

Name Dr. Niladri Pradhan

  
 CO-ORDINATOR  
 IQAC  
 Malda Women's College  
 MALDA

Signature of the Coordinator, IQAC

Name Dr. Mandira Chakrabarty

  
 PRINCIPAL  
 MALDA WOMEN'S COLLEGE  
 MALDA

Signature of the Chairperson, IQAC

Dated : 18<sup>TH</sup> January 2019

\*\*\*

**ANNEXURE I**

**Feedback Analyses: 2017-2018**

On the basis of the responses received from the students, and parents during parents-teachers'' meetings, along with the insights from the teachers, a structured questionnaire has been prepared which is used to analyze the feedback from the students on two aspects – the faculty and the teaching/learning methods and on the facilities provided to them.

Most of the students have rated the teachers good in their approach.

They have also expressed their views on lack of learning resources and infrastructural facilities, the college has resolved to look into the matter. Moreover, the fund received from RUSA (UGC) will also provide support in enhancing the infrastructural and learning resources of the college.



### ANNEXURE - II

#### **Best Practice: 2017-18**

##### **1. Students seminar in the Department of Education**

**Goal:** To provide a platform to the students to facilitate a better insight into the subject, to orient the students in research-based approaches, to develop critical reasoning skills of the students and to provide the students with a platform to exchange ideas and views and share knowledge.

**The Context:** The College boasts of a highly qualified and research-based faculty members. The faculty members are given ample opportunities to carry out researches and enhance their pedagogic skills. They are continuously encouraged to attend seminars and workshops related to their own areas of study as well as inter-disciplinary approaches for building their knowledge. Under such an academic environment, the institution has thought of introducing the students to conduct researches based on the topics prescribed in their curriculum or beyond that.

**Practice:** The Department of Education organized a one day student seminar on 20/12/2017 under the guidance of the esteemed professors of the department. To encourage participation of greater number of students the topic of the seminar was selected from the curriculum itself, so that as amateurs the student would not hesitate to participate the area being a known one. Moreover the primary reason of selecting a curriculum based topic was to make this seminar an extended teaching-learning activity not confined to the regular classroom environment and timetable. The topic of the seminar was 'Indian and Western educationists thought and their contribution in the field of modern educational system'. B.A. 3rd year (Education Hons.) students presented their views on the chosen topic. Before the presentation of their research based papers, the students were inducted by the departmental teachers. The students had chosen the topics and abstracts were submitted by them. The teachers had taken pains to edit their papers and finally, the papers were highly appreciated by the panellists. Various topics related to the seminar's concept note were presented.

**Evidence of Success:** The seminar successfully fulfilled all the goals and the huge enthusiasm on the part of the speakers and the audience proves the same. Diverse perspectives and point of views were shared which allowed an in-depth understanding of the topics. The questions asked to the students and their answering those clarified and deepened the understanding. Students from other departments also attended the seminar. Moreover the students verbally and through their enthusiasm expressed that, they were looking forward to more student seminars in the near future. The students were praised and admired for their incredible efforts. The certificates of participation also made them aware of the hard-work they had put in.

**Problems encountered and resources required:** Certain infrastructural problems were encountered while organizing this seminar. The seminar was conducted in the College Smart Classroom and this created a space related problem because the space in the smart classroom failed to concord with the student rush. Moreover there were sound system related issues. Keeping pace with the recent academic trend and growing demand of students for such academic practices the college should improve its infrastructure so as to facilitate proper conducting of more and more seminars. Student seminars will help to promote academic

environment. Rewards can also be given to them as tokens of appreciation. However, due to lack of college funds, we are presently not able to make such provisions.

## 2. SKYPE Session in the Department of English

**Goal:** To initiate ICT enabled teaching-learning process and create room for interaction with external Resource Persons.

**The Context:** The college has always encouraged extensive use of ICT in its teaching-learning processes. The Department of English, on behalf of the institution, has tried to take a step further by introducing SKYPE Session. During the two-days of SKYPE sessions in the virtual class room, the students of the department learnt and interacted with Dr. Rumpa Das, Associate Professor in English, Maheshtala College, Kolkata. Dr. Das focussed on the Indian English Women Poets in her lecture sessions, which was also a part of the prescribed curriculum of the final year Honours students.

**Practice:** The Department of English organized two-day lecture series through SKYPE in the Virtual Class Room on 7<sup>th</sup> and 14<sup>th</sup> September 2017. The lecture was delivered by Dr. Rumpa Das, Associate Professor in English, Maheshtala College, Kolkata. Dr. Das delivered an hour and a half lecture on both the days and the topic of her discussion focused on Indian English Women Poets. The final year UG students have several Indian English Women Poets in their syllabi and their works form an integral part of the oeuvre of Indian English Literature. Dr. Das had already mailed hand-outs regarding the topic of the discussion to the faculty members of the department which were distributed to the students prior to the lectures so that they were acquainted with the presentation. She had an interesting observation on the life and works of several women poets including Sarojini Naidu, Toru Dutt, Meena Alexander and others and talked about their contribution as women writers who have helped in the formation of this particular literary genre. After her lecture the students interacted with her and she also asked the students to share their thoughts in the future through mails. The SKYPE session was the first online and live session in the history of the institution and members of the faculty and students of the other departments also participated in the same.

**Evidence of Success:** The lecture sessions were attended by many students of the other departments and several faculty members. The session evidently focussed on the extensive use of ICT in classrooms and the students came to interact with a Resource Person whose virtual presence made a big difference to their understanding of modern world and innovative teaching-learning process. After the session, they had also taken interest in exploring feminist thoughts in the making of Indian English Literature.

**Problems encountered and resources required:** There were certain technical problems that were encountered during the lectures. Internet connection was a hurdle that was to be fought. Besides, the sound generated from the speaker had also to be adjusted frequently. However, the institution has taken measures to do away with these minor problems and several such session in the future will enhance the knowledge building process of the students.

### ANNEXURE – III

#### ACADEMIC CALENDAR FOR THE SESSION 2017-2018

JULY 2017 – DECEMBER 2017

| Month                         | Sundays                    | Holidays  | Vacation | Recess | Total working days | Number of days - Exam/Administrative & others   | Nature of Exam/Administrative/other activities   | Number of Teaching days | Teaching activities- Lecturers/Tutorial / Unit tests /Seminars etc | Remarks  |
|-------------------------------|----------------------------|---|----------|--------|--------------------|---|--|-------------------------|--|--|
| 2017<br>July<br><br>31 days   | 2,9,16,23,30<br><br>5 days | Nil   | Nil      | Nil    | 26 days            | (1-3,4,5-9,10-15,17-22,24-29,31)<br><br>26 days | Spot evaluation,<br><br>Preparation of Class Schedule, Admission counseling ,NAAC Work | 18ays                   | Admission work& Classes are simultaneously going on                | B.A 1 <sup>st</sup> Year (Hons & Gen.) Classes start on 14th July                                  |
| 2017<br>August<br><br>31 days | 6,13,20,27<br><br>4 days   | Janmashami 14th<br><br>15-Indep. day<br><br>,24,25,26<br>Holi day for flood | Nil      | Nil    | 21 days            | 1,2,22,23,29,31<br>NAAC Work                    | NAAC Work  | 24Days                  | Classes are simultaneously going on.                               | BA 2 <sup>nd</sup> yr & 3 <sup>rd</sup> yr (Hons) and Gen. classes start on 1 <sup>st</sup> August |
| 2017<br>September             | 3,10,17,24<br><br>4 days   | 2,4-IDD-UD-ZOHA<br><br>19-Mahalay   | 7 days   | Nil    | 16 days            | 8,11-16,18,20-23                                | IQAC Meeting, NAAC Work, Admission   | 18 days                 | Classes & tutorial classes are simultaneously going on             |  |

# Annual Quality Assurance Report **2017-2018**

|                                 |                             |  |                          |                       |                    |  |   |                                     |  |  |
|---------------------------------|-----------------------------|--|--------------------------|-----------------------|--------------------|--|---|-------------------------------------|--|--|
| 30 days                         |                             | a                                      |                          |                       |                    |  | n meeting   |                                     |  |  |
|                                 |                             | 3-days                                 |                          |                       |                    |  |   |                                     |  |  |
| 2017<br>October<br><br>31 days  | 1,8,15,22,29<br><br>5 days  | Nil                                    | Puja Vac.<br>1-8 & 15-30 | Nil                   | 9-14<br><br>6 days | 13-14 NAAC<br>Peer team visit              | NAAC Work   | 9,11,12<br><br>3 days               |  |  |
| 2017<br>November<br><br>30 days | 5,12,19,26<br><br>4 days    | 4-Guru Nanak Birth Day<br><br>1 day    | Nil                      | Nil                   | 25 days            | 8,15,16<br><br>3 days                      | 4 <sup>th</sup> TC Meeting, 15 <sup>th</sup> Fresher's Welcome, 16 <sup>th</sup> Workshop on Gender diversity | 25 days<br><br>Classes are going on | Debate Competition & Preparation of cultural Prog. |  |
| 2017<br>December<br><br>31 days | 3,10,17,24,31<br><br>5 days | 2nd Gandhi's Birth day, 25th x-mas day | Nil                      | (26-30)<br><br>5 days | 19 days            | 1,4,6,7,9,14,15,18,19,22,23<br><br>11 days | 1st-Allumini meeting & 6,7 Cultural Programme & NAAC Work   | 21 days<br><br>Classes are going on | DO   |  |
| TOTAL                           | 27                          | 11                                     | 30                       | 5                     | 87                 | 57   |   | 109                                 |  |  |

# Annual Quality Assurance Report **2017-2018**

JANUARY 2018 – JUNE 2018

| Month                           | Sundays                  | Holidays  | Vacation | Recess | Total working days | Number of days - Exam/Administrative & others                         | Nature of Exam/Administrative/other activities   | Number of Teaching days | Teaching activities- Lecturers/ Tutorial / Unit tests /Seminars etc | Remarks   |
|---------------------------------|--------------------------|---|----------|--------|--------------------|---|--|-------------------------|---|---|
| Previous                        | 27                       | 11  | 30       | 5      | 87                 | 57  |  | 109                     |   |   |
| 2018<br>Jan<br><br>31 days      | 7,14,21,28<br><br>4 days |   |          |        |                    |   | Annual Sports works, IQAC Meeting, Alumni meeting  |                         | Special classes   | Classes and tutorial going on<br><br>22-class suspended for Swarsati Puja |
| 2018<br>February<br><br>28 days | 4,11,18,25<br><br>4 days | 14-Shib Ratri<br>19- Univ.found day<br><br>2 days | Nil      | Nil    | 22 days            | 12-RUSA Work<br>13-Annual sports,14-19 NSS Special camp<br><br>6 days | Test Exam. of B.A 1 <sup>st</sup> Yr, 2 <sup>nd</sup> Yr, & 3 <sup>rd</sup> Yr. ( Hon's & Gen) , RUSA Work | 16 days                 | Mock Test,10& 17 NSS Programme                                      | Evaluation of<br><br>Test Exam / Post- Test Coaching & Counseling         |
| 2018<br>March<br><br>31 days    | 4,11,18,25<br><br>4 days | 1-3- Dol Jatra<br>30-Good Fri day<br><br>3 days   | Nil      | Nil    | 23 days            | 5-8,10,12,13,21, 26 Administrative work                               | 5-8 Test Exam,10, 12,13 – IQAC,21-TC Meeting,26-Blood Donation camp  | 16 days                 | IQAC, Library work  | Post- Test Coaching & Counseling  |

# Annual Quality Assurance Report 2017-2018

|               |                 |   |           |             |                         |  |  |                              |     |   |
|---------------|-----------------|---|-----------|-------------|-------------------------|--|--|------------------------------|-----|---|
| 2018<br>April | 1,8,15,<br>days | 14 <sup>th</sup><br>Ambedka<br>r birth<br>day | Nil       | 16-<br>31st | 2-7,9-13<br><br>11 days | IQAC -3<br>Days, GBU<br>Exam work  | 10-<br>Geograph<br>y<br>practical<br>exam<br><br>12-GBU<br>Exam<br>work  | IQAC,<br>GBU<br>Exam<br>work | Nil |   |
| 30 days       |                 | 1 day   |           | 15<br>days  |                         |  |  |                              |     |   |
| 2018<br>May   | 27              | Nil   | Nil       | 1-20        | 10 days                 | 7-8,10-12<br>RUSA<br>Work,21-31 <sup>st</sup><br>GBU<br>Exam,30 <sup>th</sup><br>Admission<br>related<br>meeting | RUSA<br>Work,<br>GBU<br>Exam ,   | 1-<br>Special<br>class       | Nil |   |
| 31 days       | 1- day          |   |           | 20<br>days  |                         |  |  |                              |     |   |
| 2018<br>June  | 3,10,17,<br>24  | 15,16 –<br>IDD-UL-<br>FITAR                   | Nil       | Nil         | 24 days                 | 1,2,4-5, →   | GBU<br>Exam,   | 11-<br>13,19,20              | Nil | Academic<br>Calendar<br>preparatio<br>n |
| 30 days       | 4 days          | 2 Days  |           |             |                         |  | Spot<br>Evaluatio<br>n(7-<br>9,14,19,22<br>,23)<br>Admissio<br>n work<br>(26,30)R<br>USA<br>Work,<br>Library<br>work | 5 Days                       |     |   |
| <b>TOTAL</b>  | <b>47</b>       | <b>24</b>                                     | <b>30</b> | <b>40</b>   | <b>198</b>              | <b>100</b>   |  | <b>168</b>                   |     |   |