

MAULANA AZAD COLLEGE



THE ANNUAL QUALITY ASSURANCE REPORT 2014-15

8 Rafi Ahmed Kidwai Road
Kolkata-700013
West Bengal

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

1. Details of the Institution

1.1 Name of the Institution	MAULANA AZAD COLLEGE
1.2 Address Line 1	8 RAFI AHMED KIDWAI ROAD
Address Line 2	KOLKATA-13
City/Town	KOLKATA
State	WEST BENGAL
Pin Code	700013
Institution e-mail address	maulanaazadcollegekolkata@gmail.com
Contact Nos.	033-22493737
Name of the Head of the Institution:	Dr. BIJOY KRISHNA ROY
Tel. No. with STD Code:	033-22493737

Mobile:

08697470478

Name of the IQAC Co-ordinator:

Dr. SWAPAN BHATTACHARYYA

Mobile:

09830116026

IQAC e-mail address:

maulanaazadcollegekolkata@gmail.com

1.3 NAAC Track ID(For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:

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

March 31,2007/258

1.5 Website address:

www.maulanaazadcollege.in

Web-link of the AQAR:

[www.maulanaazadcollege.in /AQAR.pdf](http://www.maulanaazadcollege.in/AQAR.pdf)

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++		2007	Up to 31.03. 2012
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

01.08.2008

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

2014-15

1.9 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 _____ 2008-09 _____ (29.07.2013)
- ii. AQAR _____ 2009-10 _____ (29.07.2013)
- iii. AQAR _____ 2010-11 _____ (29.07.2013)
- iv. AQAR _____ 2011-12 _____ (29.07.2013)
- v. AQAR _____ 2012-13 _____ (29.07.2013)
- vi. AQAR _____ 2013-14 _____ (29.04.2015)
- vii. AQAR _____ 2014-15 _____ (07.10.2015)

1.10 Institutional Status

University State Central emed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commer Law PEI (Phys. Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

UNIVERSITY OF CALCUTTA

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

Autonomy by State/Central Govt. / University

Academic autonomy for PG courses by University

University with Potential for Excellence

UGC-CPE

√ (2011-12
to 2012-13)

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

DBT-Star College
Scheme

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

12

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

1

2.4 No. of Management representatives

DPI's Nominee

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and
community representatives

1

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

2

2.9 Total No. of members

18

2.10 No. of IQAC meetings held

3

2.11 No. of meetings with various stakeholders:

No.

5

Faculty

4

Non-Teaching Staff Students

1

Alumni

1

Others

2.12 Has IQAC received any funding from UGC during the year?

Yes

No

If yes, mention the amount

Rs. 3,00,000/-

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

2

International

National

State

Institution Level

2

(ii) Themes

1. Commemoration of International Language Day
2. Use of ICT in college administration

2.14 Significant Activities and contributions made by IQAC

1. IQAC takes key role in preparation and implementation of academic calendar in the college.
2. IQAC convener himself conducts and oversees the formation of Students' Union which is an elected body of the students.
3. IQAC is instrumental in monitoring and implementation of the Career Advancement Scheme of the teachers.
4. IQAC monitors all such programmes in the college like seminars, outreach initiatives, student meets and career counselling initiatives.
5. IQAC frames and puts forward the proposals and budgetary requirements for all resource generating assistance schemes like UGC-CPE, DBT Star College or DST-FIST schemes. The Convener himself defends such schemes as well.
6. IQAC prepares the AQAR and uploads the same in college website. The convener of IQAC himself is the coordinator of the NAAC committee for 2nd Cycle of accreditation.
7. IQAC arranges for responding to the All India Higher Education Survey.
8. Participation in external assessment and survey such as AC-Nielsen-India Today survey of Academic Institutions in India.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<p>1. <i>Implementation of Government of West Bengal's reservation policy in relation to inclusion of OBC B category and consequent increase in number of seats with reducing the General seats .</i></p> <p>2. <i>To submit UC after completion of first phase of work of the Girls' Hostel.</i></p> <p>3. <i>To prepare the college for second accreditation cycle</i></p> <p>4. <i>Second batch of beneficiaries in skill development programmes for students particularly SC/ST/Minority girl students were proposed.</i></p> <p>6. <i>Skill development programme for no-teaching staff was proposed</i></p> <p>7. <i>CPGA was proposed to be introduced in</i></p>	<p>1.Implemented.</p> <p>2. Implemented.</p> <p>3. Implemented</p> <p>4. Computer skill development programmes for these girls were arranged in addition to PSC, NET coaching centres.</p> <p>6. The ICT skill development programme for Staff was organized.</p> <p>7. Implemented in autonomous PG department of</p>

<p><i>PG departments.</i></p> <p><i>8. Facilities in Boys' hostel were proposed to be improved.</i></p> <p><i>9. Publication of a peer reviewed Arts Journal.</i></p> <p><i>10. PG Block for Microbiology was proposed</i></p>	<p>Zoology.</p> <p>8. As per the proposal put forward by us, the government allocated fund for this purpose and some improvements could be made</p> <p>9. Implemented.</p> <p>8. First issue of MAC Journal Basic and Applied Sciences (ISSN 23475366) was published November 2013.</p> <p>10. This was sanctioned as per our proposals.</p>
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Academic Calendar of the year 2014-15 as Annexure.....i

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

- IQAC convened a meeting on 13.02.2015 to form the IQAC 2014-15 and the names were unanimously accepted. It was decided that the DPI will be asked for a member as nominated representative of the management.
- IQAC held a meeting with the students on 12.08.2015 to discuss issues related to their welfare and discipline. The students put forward some suggestions and on the basis of these suggestions some actions were immediately taken and some were forwarded to the DPI for necessary action.
- The IQAC decided to arrange a Staff Training Programme in Computer and ICT skill development. It was unanimously decided that, M/s Brainware, who have prepared and conducted such custom made staff training schedule, may be roped in to conduct this two week duration programme. The Programme was conducted successfully and both teachers and staff members were benefited.
- IQAC in its meeting dated 07.04.2015 convened a meeting of all teachers and staff to form a Criterion specific Steering Committee for preparation of SSR to be submitted to the NAAC. This steering Committee was formed accordingly and it was unanimously resolved that the Coordinator of the IQAC will act as the coordinator of NAAC committee of the college.
- The Preparation of SSR was under way and it was decided that the completed SSR would be submitted by October 2015.
- IQAC framed the proposals that are deemed to be implemented before NAAC visit. These proposals include civil constructions as well as proposals on filling up of vacant posts, nominations for Governing Body members etc. Two nominations have already been received from the University of Calcutta.
- IQAC has asked for submission of PABS based CAS proforma from the eligible incumbents and the process of CAS implementation of the teachers, which were held up due to technical reasons originating at the Government's end, were taken up and would be completed within a short time.

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	4			
PG	3			
UG	22			2
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	1			
Others				
Total	28			
Interdisciplinary	1			
Innovative	1			

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

- Elective options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	3
Trimester	
Annual	22

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

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

** Analysis of the feedback in the Annexure.....ii*

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

PG Department of Zoology: Department of Zoology has shifted from Annual System to semester system and will be implementing the CBGS shortly.

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	93	55	37	2	

2.2 No. of permanent faculty with Ph.D. 57

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
		10								

2.4 No. of Guest and Visiting faculty and Temporary faculty GF: 27 PTT:15

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	14 (5+9)	78(42+36)	7(6+1)
Presented papers	9	36	1
Resource Persons		2	

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

1. Interdisciplinary Hands on training programmes were introduced in Science departments continued.
2. Computer and ICT training courses were conducted SC/ST/OBC/Minority Girl students.
3. Lab to Field initiatives were adopted in departments of Microbiology and Zoology by interacting with schools and other non-core institutions.
4. A number of Peer Meet programmes were arranged.
5. An ISSN coded journal for Arts and Languages with contributions from both teachers and students- Peer Reviewed MAC Journal of Languages and Social Sciences was launched.
6. The second volume of MAC Journal of Basic and Applied Sciences was published.
7. Journal of PG Department of English was published.

2.7 Total No. of actual teaching days during this academic year 198

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

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

BOS:PG- 11	BOS UG: 5	CD: 16
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2.10 Average percentage of attendance of students 60-65%

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)	308		14.28	85.72		92.86
B.Sc.(Honours)	135		51.11	48.89		87.41
B.Com	62		46.42	53.58		100
B.A. (General)	114					90.32

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

- IQAC is instrumental in framing the academic calendar
- Provision of appraisal, evaluation and authentication of performance of the teachers by IQAC
- IQAC monitors provisions and compliance of tutorials, remedial classes, catch up programmes .
- IQAC also monitors and evaluates performance of students and shortlists them for rewarding the deserving among them.
- IQAC arranges for retraining of Staff and Teachers.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	11
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	01
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	02
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	45	19	01	Nil
Technical Staff	4	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

<p>IQAC's role involves:</p> <ol style="list-style-type: none"> 1. Formation of research committee that judges , finalizes and monitors all research proposals. 2. Forwarding all proposals fast, augments the infrastructural facilities, provides additional print and E-resources and grants leave as per rules for attending seminars, conferences and research bodies. 3. Ensuring that the DBT,DST and other extramural support continue. 4. Keeping research contributions of teachers and scholars in its database. 5. Promoting student research by sending them to seminars and conferences. 6. Publication of peer reviewed journals. 7. Selection, availability and percolation of both print and online journals, resources and inventories.
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3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	4	2	6
Outlay in Rs. Lakhs		Rs.40,60,760	Rs.26,37,140/-	80,00,000/-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		4	5	5
Outlay in Rs. Lakhs		Rs.15,48,000/-	Rs.16,40,000/-	Rs.25,00,000/-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	39	22	
Non-Peer Review Journals			
e-Journals		1	
Conference proceedings	5	34	

3.5 Details on Impact factor of publications: (for those available with us)

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	3 yrs	UGC,ICMR	26,37,140/-	11,84,140/-
Minor Projects	2yrs	UGC	12,06,000/-	50%
Interdisciplinary Projects	2 yrs	DST	16,40,000/-	16,40,000/-
Industry sponsored	3 Yrs	National tea Research Foundation	13,55,760/-	13,55,760/-
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

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences/workshops/seminars organized by the Institution

Level	International	National	State	University	College
Number		2	1		17
Sponsoring agencies		UGC	Eng.Study Centre		DBT

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; 1 (With National Tea Board)

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
			2(student awards)			

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 Any other

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

- Water Testing Facility for the locality
- Biodiversity awareness Centre worked with 5 schools:
 1. Taltala High School
 2. All India Institute of Hygiene and Public Health

Training imparted on:

- (1) World of Microbes
 (2) Aseptic techniques in health and hygiene

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing(since last NAAC)	Newly created	Source of Fund	Total
Campus area	5 acres	NA		5 acres
Class rooms	36	NIL		36
Laboratories	22	01 (Animal house)		23
Seminar Halls	2			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Annexure..iii	1.Perkin Elmer Lambda 25 Spectrophotometer 2. Perkin Elmer LS 55 Fluorimeter	State Grant	Rs.20 Lakhs
Value of the equipment purchased during the year (Rs. in Lakhs)	Govt. grant. Rs.22,00,000/-	As above		
Others (DBT and DST)				

4.2. Computerization of administration and library

Library:	
➤ LAN based PublicAccessCatalogue.	Yes
➤ Electronic Resource Managementpackagefore-journals :	DELNET
➤ Federatedsearchingtools:	JASTOR
➤ LibraryWebsite:	www.maulanaazadcollege.in/ library
➤ NationalLibrary:	No e-Access
➤ International Library:	Access through JASTOR inventory
➤ In-house/remote access to e-publications-	Yes.
➤ Library automation-	LIBSYS
➤ Total number of computers for public access:	10Nos.
➤ Total numbers of printers for public access:	1 Nos
➤ Total No of Photocopy machine-	1No.
➤ Internet bandwidth/ speed :	1 Gbps
➤ Institutional Repository -	Yes
➤ Content management system fore-learning:	DELNET.
➤ Participation in Resource sharing networks/consortia:	INFLIBNET
➤ Soft Copy of college publications: -	Yes
Administration:	
➤ Admission: Online	
➤ Financials: COSA	
➤ Student database: computerized	
➤ Networking: yes,	

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value Rs.	No.	Value Rs.	No.	Value Rs.
Text Books (Text+Ref)	91235 (6498 added since last NAAC)	34,08,423 (since last NAAC)	371	1,78,000/- -	91606	35,86,423/-
Reference Books			322	69,500/- (UGC Grant)		
e-Books						
Journals	29		nil	1,00,000 (renewal)	29	1,00,000/ (renewal value)
e-Journals	11				11	
Digital Database	JSTOR DELNET	1,54,000/- 23500/-	Nil	5000/- 23500/- (renewal value)	2	
CD & Video						
Others(specify) Computers	21		Nil		21	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	145	4	All depts. (7) + networking centres(2)	1 central+7 departmental	2	8	7	Coaching centre
Added	11	0	0	0	0	0	0	0
Total	156	4	9	8	2	8	7	1

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

1. All departments and administration are networked.
2. Admission and student database management online.
3. Library DELNET-INFLIBNET supported.
4. Computer training for SC/ST/OBC/Minority girl students.
5. ICT skill development retraining programme for Staff members.
6. All computers were brought under AMC.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1.47 Lakhs	
ii) Campus Infrastructure and facilities	Rs. 7.83 lakhs	
iii) Equipments		
iv) Others		

Total :

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. The IQAC is instrumental in formulating and implementing policies on development and growth.
2. IQAC coordinates the activities of grievance redressal cell, cell against sexual harassment, the career counselling cell, the anti ragging cell. It plans allocation of fund for all such schemes.
3. The IQAC coordinator is also the key person controlling Students' Union Election and activities. IQAC takes all initiatives to involve the students' Body in ensuring percolation of all information and datelines regarding student support schemes such as scholarships, special funds, remedial coaching, training centres etc.

5.2 Efforts made by the institution for tracking the progression

1. Feedback from students.
2. Feedback from stakeholders.
3. Feedback from peer bodies like UGC, DST and DBT.
4. The sub-committees in designated areas of involvement provide continuous information to the administration and IQAC alike.
5. Feeding Data to independent bodies conducting institutional auditing. Based on this data the India Today-AC Nielsen survey of Indian Institutions 2015 rated this college as topmost in Sciences in this region.

5.3 (a) Total Number of

UG	PG	Ph. D.	Others
2380	230	3	

 students

(b) No. of students outside the state

13

(c) No. of international students

NIL

Men		No	%		No	%	Women
		1272	53.44		1109	46.59	

Admittance Data:

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
608	26	10	101	03	748	709	41	10	88	8	856

Demand ratio 0.06 Dropout: Non-specific (mostly transfer cases post-admission)

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

1. UGC NET-SET Coaching Centre
2. UGC Entry into services coaching centre.
3. ICT skill development for Minority/SC/S/OBC Girl students.

No. of students beneficiaries

72

5.5 No. of students qualified in these examinations

NET

2

 SET/SLET

--

 GATE

--

 CAT

--

IAS/IPS etc

--

 State PSC

1

 UPSC

--

 Others

--

5.6 Details of student counselling and career guidance

Following are the members of the Students ' Affair sub-committee for the current year:

1. Prof. Jamil Ahmed, Joint Convenor
2. Prof. Deboprasad Chatterjee, Joint Convenor
3. Prof. Madhuchhanda Bhattacharya
4. Prof. Rajashree Roy
5. Prof. Gowrishwar Chaudhuri
6. Prof. Biswarup Mondal

28 FEBRUARY, 1ST MARCH, 2015 -Students of Department of Botany and Microbiology took part in World Science Congress, Inspiring Science held at Ramkrishna Mission Institute , Kolkata. The students of the Deptt.of Botany won First Prize in DRAWING AND POSTER PRESENTATION, MODEL PREPARATION and Third Prize in Speech.

27/8/2014- Consulting Management Incorporate Pvt. Ltd. Organised a Lecture regarding , "Vocational training for West Bengal Minorities Development.

22/11/14- Consulting Management Incorporate Pvt. Ltd. Organised a Lecture regarding , "Vocational training for West Bengal Minorities Development.

No. of students benefitted: >100

5.7 Details of campus placement : Through Super Careers Fare conducted by AVP-Corporate Solutions Institute for Quality Skill Training dated 24th June 2015.

Sl. No.	First Name	Last Name	Attendance	Placed At
1	Rohit	Kundu	Attended	TCS
2	Souvik	Neogi	Attended	Axis Bank
3	Samarendra	Roy	Attended	
4	Soham	Chatterjee	Attended	Genpact
5	Sayani	Basu	Attended	Genpact
6	Saima	Ali	Attended	
7	Pawan	Ghosh	Attended	
8	Taufique	Hossain	Attended	Reliance

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9	Abhijit	Barua	Attended	Marriott
10	Asif	Ali	Attended	
11	Shilpa	Dey	Attended	Genpact
12	Gul	Afshan	Attended	
13	Chandreyi	Samaddar	Attended	Jet Airways (GS), Marriott, Concentrix
14	Zinnia	Dirghangi	Attended	Marriott, ITC

5.8 Details of gender sensitization programmes

<p>Members of the Committee:</p> <ol style="list-style-type: none"> 1. . Prof. Madhumita Sen, Joint Convenor 2. Prof. Sucharita Ghosh, Joint Convenor 3.All Heads <p>Activities of the Committee:</p> <ul style="list-style-type: none"> • Copies of the ‘Vishaka Guidelines’ against Sexual Harassment in the Workplace’ were circulated. • The Students are to submit an affidavit to the effect that ragging of any form would be dealt with legally.

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

- Anurag Dutta, 3rd year student (2014-15), recipient of Government of India Scholarship in Music (2014).
- Sourav Chatterjee, 2nd year Botany Hons, received first Prize in Poster Presentation Students Science Congress, 2015
- Akash Malitha and Arnab Dutta (2nd year Botany Hons) received first prize in Model presentation in Students Science Congress, 2015.
- Sachin Agarwal, First year Botany Hons, received third prize in Speech in Student's Science Congress, 2015.
- Md. Nafees won Governor's Silver Medal and represented State in NCC in Republic Day parade

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

Sports/NCC : 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	6	7350
Financial support from government	1014	93,33,000/-
Financial support from other sources (Kanyashree fellowship)	34	8,50,000/- (online transfer)
Number of students who received International/ National recognitions	11 (Boost Fellowship)	13,64,000 (Students' Own Initiative)

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

5.13 Major grievances of students (if any) redressed:

(1) Drinking Water facility enhanced (2) Girls' Hostel superstructure has been built © reservation for Muslim Minorities have been introduced.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

To strive for inclusiveness and to be trusted as one of the premier state educational service providers for all including the underprivileged and minorities

Mission:

- To promote integrated growth and personality development in all students with special emphasis on students from economically and socially challenged backgrounds.
- To promote intellectual, moral and cultural development in a truly secular environment and to strive for amity and harmony among students of diverse social, cultural, religious and economic backgrounds.
- To strive for excellence and to provide our students with best of the opportunities of learning and to yearn for inculcating the spirit of joy of learning beyond the boundaries.

6.2 Does the Institution has a management Information System

The Institution is fully managed by Higher Education Department, Government of West Bengal. The Principal is administrative head is accountable to Director of Public Instruction, West Bengal. However, the administration is facilitated by (a) a set of sub-committees formed by the Teachers' Council , and (b) the Head of the Departments. The sub-committees design and implement all the affairs that relate to the college's image building. Right from admission to conducting elections for students' union, the sub committees mastermind almost every academic and administrative strategy. The Head of the Departments are responsible for assessing the academic progress of respective departments. They assign the syllabi for all teachers in a course, look over performances of the assignees, take feed back from the students and parents, monitor each and every student's weakness and strength, frame the budget, manage the resources and in association with IQAC undertake SWOT analysis in real terms. It becomes the responsibility of the Principal and the government to address the issues if need be.

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

6.3.1 Curriculum Development

- The Institution implements the curricula set by its affiliating university the University of Calcutta in all its UG Courses. The syllabi are framed and reviewed periodically, through broad based, interactive participation in workshops conducted by the University. The current curricula of almost all the subjects follow the outcomes of such revisions in 2009-10 and later. Our teachers, as those of other colleges, took parts extensively to frame these syllabi. In other words, the current undergraduate syllabi in all probable ways reflect their ideas and inputs.
- The Institution has three autonomous Post Graduate departments, the curricula of which are framed by the faculty with modern, need based approaches to reflect universality of these subjects. All the members of the faculty, as well as other erudite scholars as members of the Boards of Studies, do enrich the curricula with valuable inputs. The fluidity and flexibility of syllabi of English, Urdu and Zoology are balanced and at par with any of the national universities. Student progression records suggest that the exercise had been beneficial to the students

6.3.2 Teaching and Learning

- Semester System introduced in all PG departments. Credit Point Transfer has become operative in PG Zoology.
- Fluorimeter has been procured for the Chemistry laboratory.
- Peer Reviewed Arts Journal has been published.
- New hands-on Training Programmes took place.
- DST FIST support was successfully defended
- DBT Star College support was successfully defended.

6.3.3 Examination and Evaluation

1. The students are evaluated through a continuous annual evaluative system over three years of their Undergraduate study referred to as 1+1+1 system. Two Language PG curricula follow semester system of evaluation. The Zoology department preferred to opt for 1+1 system in Post Graduate curricula and that continues to be implemented successfully to the satisfaction of all stakeholders alike.
2. Periodical Mid-Term tests and Test Examinations for sending up students for Final Examination are part of the curricula that is practiced in college in conformity with the requirements of the university.
3. Project works on environment for all the students in final year of their UG studies, are integral parts of the curricula and these projects are guided and evaluated by the members of faculty.

6.3.4 Research and Development

Research Board, Maulana Azad College:

- Prof.Subir Chandra Dasgupta, Joint-Convenor, Head P.G. Department of Zoology
- Dr.Swapan Bhattacharya, Head, Department of Microbiology
- Dr.Dabir Ahmed, Head, P.G. department of Urdu

The Research Board is in charge of reviewing the Research Project Proposals prepared by the College faculty members for submission to funding bodies. The board's functions include:

- Percolation of information on projects, awards, timelines etc.
- Research proposals are screened and forwarded by the committee and finally by the Principal.
- Centrally maintained stock purchased from research grants.
- Central accession of books
- Forwarding periodical reports, Utilization Certificates to the Principal for onward transmission.
- The board's recommendations have been successful in harnessing 8 new Major and 10 new Minor Research Projects to be submitted. New Projects amounting to 26,37,140/- (Major) +16,40,000/- (Minor) were sanctioned

6.3.5 Library, ICT and physical infrastructure / instrumentation

Advisory Committee for Library:

1. Prof. Jamil Ahmed, Joint Convenor
2. Prof. Suparna Mitra, Joint Convenor
3. Prof. Sangamitra Dasgupta
4. Prof. Anuradha Sen
5. Prof. Iftexhar Ahmed
6. Prof. Nilanjan Chakarborty
7. Prof. J.S. Alquadri
7. Shri. Surya Mondal , Librarian (Invite)

- New purchases worth Rs.2,47,500/- was made

ICT: The institution plans to augment the existing facilities with

- Upgrade to truly Open Access status where any user can search from anywhere after logging in.
- To make the archived material accessible via net.
- To tie up with university and other institutional inventories.
- To procure advanced high-speed broadband connections.
- Resource sharing with international universities.
- To develop Virtual classrooms.

Retraining Programme in ICT Skill Development was organized for the staff Members.

6.3.6 Human Resource Management

- There is no specific HR department in the college. However optimum and efficient deployment of human resource is an integral part of any management initiative. Our Part Time teacher recruitment policies and optimization of services offered by them are based on their involvement in policy making in academic affairs of the college.
- Vacancies in non-teaching positions are difficult to fill as these are under the purview of WBPS. However, our initiative had been to share a lot of work assigned to the support staff by the members of the faculty.

For governance following strategy is followed:

- Two members of the faculty, namely Dr. Subir Dasgupta, Professor of Zoology and Dr. Dabir Ahmed, HOD, Urdu Department were elected by the TC to be the Teacher Members in Governing Body
- One non-teaching staff is nominated to the Governing Body.
- The General Secretary of the Students' Union is a member of the Governing Body.
- The Teachers' Council nominates its members to different sub-committees that look after almost every aspect of management.
- The IQAC has nominated representatives of the Teachers' Council to look after planning and implementation of vision and mission of the college.

6.3.7. Faculty and Staff recruitment

Recruitment is entirely done by the Government.

6.3.8 Industry Interaction / Collaboration

The college has an Industry, Institution Interface Committee:

This is an initiative to provide

- access and exposure to senior students of Undergraduate Classes to Research Laboratories and industries of repute in the country.
- Students were taken to select Institutes so that they can have 'hands-on' experience regarding the scope and environment in these Institutions.
- For motivating thempeers from industry visited the college.
- Entrepreneurship development programmes for girls were organised.
- 'Lab to Field' strategies were a key part of our focal area.

Please refer to 5.7 above for details of Industry exposure.

6.3.9 Admission of Students

- Publicized college admission process in the leading newspapers and television channels.
- College announced its admission process in the college website www.maulanaazadcollege.in

To ensure transparency in the admission process the college has made it mandatory for applications

- To be filed online.To be submitted online. All financial transactions done through IDBI bank.
- Publicize the college prospectus mentioning every details regarding admission procedure, no. of seats & its reservation per subjects, cut off marks per subjects, General subjects combination available, Fees structures, Faculty details etc.
- Admission test are conducted to test aptitude for Post-Graduate Departments.
- Counseling is done according to Provisional merit list.
- The college is under contract with Imperium technology Solutions to handle the logistics of the admission process. However, the office has been made equipped to handle the admission process online with physical back up preserved for all cases of admission
- Admission data is managed in visual basic and unique Student ID is given to every student.
- Merit lists are open source and can be approached in 'click to view' hyperlinks.
- Physical examination of all credentials, documents in favour of caste, financial status of the family, eligibility for reservation are undertaken to leave little room for error. There had not been any RTI enquiry on admission in the years of report.
- Admission is based only on merit.
- Entire process of admission is conducted by an Admission committee nominated by the Teachers' Council the members of which work in tandem with the Students' section of the college under the Principal. This committee is formed anew every year and by rotation, majority of teachers gain experience in handling the process.

6.4 Welfare schemes for

Teaching	WB Health scheme, retraining of teachers, RC,OP,StudyLeave,on-duty leave, leave for child care up to 2yrs for mothers
Non teaching	WB Health scheme, leave for child care up to 2yrs for mothers, Retraining of Staff
Students	Merit-cum-means Scholarships, full and half free studentship, Scholarships for minorities, Kanyashree scholarship etc.

6.5 Total corpus fund generated

Fully Government run College. No corpus fund is generated. The fees are deposited to Govt.exchequer compulsorily. Instead the Government bears all expenditure s for development.

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	√	University (For PG Departments)	√	Principal with departmental heads.
Administrative	√	DPI,WB	√	Principal with office and IQAC

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?

Semester System and CBGS has been introduced.

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

Office bearers of the Association are as under:

Prof. P. C. Ray (Principal)	Ex-Officio President
Md. Nizam (Retd. IPS)	Working President
Dr. Md. Mansoor Alam	Vice-President
Prof. Deb Kumar Mitra	Vice-President
Prof. Gholam Sarwar	General Secretary
Mr. Khwaja Jaweed Yusuf	Asst. Gen. Secretary
Mr. Mozammil Hossain	Asst. Gen. Secretary
Ms. Sudarshana Sen	Asst. Gen. Secretary
Prof. Jamil Ahmed	Treasurer

Members:

Prof. Tanwir Ahmed	Mr. Tanweer Ahmed Khan
Mr. Ritwik Roy	Prof. Aurobindo Pal
Prof. Anis Akhter	Prof. Md. Shahid Jamil.
Prof. Dabir Ahmed	Mr. Tanvir Afzal
Mr. Nishat Alam	Prof. Sukanti Dutta
Mr. Shamsul Alam	Mr. Jawaid Iqbal
Mr. Somyobroto Das	Mr. Saikat Bhattacharya
Ms. Shirin Zafar	

The Alumni Association takes initiative to celebrate the college Foundation Day, Maulana Azad's Birthday and Take active part in Annual Prize Distribution Ceremony.

6.12 Activities and support from the Parent – Teacher Association

There is no formal body as "Parent –Teachers' Association" in the college as yet. However, Departments hold parent-teacher meetings at least twice a year in every department.

6.13 Development programmes for support staff

Retraining of support staff in ICT Skill Development was organized in association with Ms/ Brainware. All are covered under West Bengal Health Scheme. All are covered under a group Insurance scheme. Their quarters are maintained by PWD throughout the year. The college disposed of two cases of dying in harness and compensatory appointments promptly and the appointment letters are awaiting from the H.E. department.

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

- ❖ Preventing accumulation of water to check malarial and dengue infestation, if any.
- ❖ Monitoring drinking water regularly for coli form and heavy metals.
- ❖ Hazardous waste management

Criterion – VII

7. Innovations and Best Practices

1. **Scientific Waste Management:** The college has implemented efficient waste disposal management procedures for treatment of both chemical and bio wastes. Strategies taken by Department of Chemistry for chemical waste disposal and Biological Science Departments for bio-waste disposal have been detailed in section 7.1.2.
2. **Add-On programmes:** A number Extra-Academic add on programmes, many of which are interdisciplinary in nature, were conducted which were aimed at skill development and inculcation of a research mindset. The admission process was made completely online with the fee collection stage being outsourced.
3. **New departments awarding Ph. D Degree:** In addition to PG department of Zoology, now scholars in the departments of Chemistry, Microbiology, Economics are pursuing their research for Ph.D. Degree.
4. **DBT Star college funded hands on training:** Hugely popular programme with the students of beneficiary departments under this programme where they design, execute and present short projects using Hands on trainings imparted to them on new methodologies.
5. **Shared Inventory in Library:** Digitalized library resources with E-inventory like JSTOR available to all.
6. **Project funding from industry :** Projects and funds have been garnered from National Tea Research Foundation in addition to UGC, DST, DBT and likes.
7. **Girls Hostel construction under way:** A UGC funded Girls' Hostel is being constructed and is likely to be completed very soon.

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

1. *Government of West Bengal's reservation policy in relation to inclusion of OBC (B)category and consequent increase in number of seats with reducing the General seats was implemented*
2. *UC after completion of first phase of work of the Girls' Hostel was submitted*
3. *College is now ready for second accreditation cycle*
4. *Second batch in skill development certificate course for students particularly SC/ST/Minority girl students were proposed have completed their programme.*
6. *Skill development programme for no-teaching staff was arranged in collaboration with Ms/- Brainware.*
7. *CPGA was implemented in PG Zoology Course.*
8. *Facilities in Boys' hostel were considerably improved and an expenditure of approximately Rs.34 lakhs was incurred.*
9. *Publication peer reviewed Arts Journal was achieved*
10. *PG Block for Microbiology was sanctioned*

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

<p>1) Diversity</p> <p>2) Student Support schemes</p> <p style="text-align: right;">Details in Annexure....(iv)</p>

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

7.4 Contribution to environmental awareness / protection

<ul style="list-style-type: none"> ✓ Plantation of palm trees “Briksha Ropan Ceremony” in the month of August in 2012, 2013 and 2014 respectively. ✓ It is mandatory for each of the Final Year students to undertake a study of environment. ✓ Department of Microbiology is operating a Water Testing Facility to determine both chemical and microbiological quality of drinking water from any source of interest. ✓ Impact of Noise level around the campus and at the busy traffic intersection near the college is studied and monitored by the department of Physics. ✓ More than 25 exotic and local medicinally important plants are being maintained . The college has imposes restriction on use of plastic inside the campus. ✓ Chewing of masticatories, pan- masalas, and gutkhas inside the college campus is prohibited. ✓ Clean drainage system with culvert covering to stop water logging and growth of mosquitoes and other parasites. ✓ ‘Save Energy’ initiative of NSS makes the students aware to switch off lights and fans before leaving the class rooms to save electricity and power. ✓ The college has been moving forward to achieve a 100% paperless management. The admission, the student affairs, the library management including searching and borrowing, the tendering, billing, the scholarship delivery system and several other important activities are largely paper free. ✓ Walling on the college building in any form- graffiti or paper, is completely prohibited. There are dedicated boards on the campus to help percolation of information. ✓ Our waste disposal system is managed by Kolkata Municipal corporation with KMC officials in th IQAC of this college.
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7.5 Whether environmental audit was conducted? Yes No

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

SWOC Analysis included

STRENGTHS:

- The college practices the inclusiveness that is fundamental to its vision and mission. Majority of the students belong to Muslim minorities and little less than half of them are women. Many of them come from highly challenged socio-economic background and many are first or second generation learners. This college provides all kinds of academic and extra-academic material support to include them in its growth trajectory.
- The college can boast of excellent library and laboratory resources. The DELNET INFLIBNET connected library has more than 90,000 books and subscribes to valuable E-inventories like JSTOR.
- It is one of the three colleges of the state recognized by the DBT for its Star College programme. The DST, Government of India, recognizes the college for its FIST assistance programme. The State DST recognized the college for its BOOST programme.
- The college has several schemes to support the needy students and girl students in particular.

WEAKNESS:

- The principal weakness is dearth of space.
- The faculty belong to a transferrable service and frequent transfers often affect the continuity of teaching-learning process and sometimes negatively impact the teacher – student ratio.
- The loss of Classes for University Examinations is a real cause of worry.
- The College has to depend on the Government for development grant as student fees are compulsorily deposited to the exchequer. The delays in allotment of funds sometimes affect the day to day functioning of the college.

OPPORTUNITIES:

1. The college deserves a second campus for itself. A second campus will be a huge positive for this college as newer Post graduate courses can be opened and extra-academic add-on courses can be added.
2. The College offers six languages comprising of Bengali, English, Sanskrit, Urdu, Persian and Arabic. With so much diversity to nurture, the college can form an inter-disciplinary School of Languages for taking up valued projects in oriental studies.
3. Student facilities like canteen, common room, Gymnasium etc remain to be upgraded to the desired level due to lack of space.

Challenges:

1. Students, particularly girls, succumbing to family pressure and leaving studies midway.
2. Some classical languages like Persian finding very few takers.
3. Opening up of PG courses without proper infrastructural facility and manpower would adversely affect both UG and PG students.

8.Plans of institution for next year

1. To be accredited by NAAC within the stipulated time.
2. Girls Hostel seats should be available to students by next year.
3. To arrange a training programme for the administrative staff.
4. The name of the governing nominee in GB should be available within this Academic Year.
5. To complete PG Block for the Microbiology Department.
6. To have a IQAC specific portal to access data from anywhere.
7. To complete all pending CAS processes .

Dr. SWAPAN BHATTACHARYYA

Dr. BIJOY KRISHNA ROY

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Enclosures:

Annexure.....(i): Academic Calendar

Annexure.....(ii): Analysis of Feedback

Annexure.....(iii): List of important instruments

Annexure.....(iv): Best Practices in prescribed format

Annexure I

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

ACADEMIC CALENDAR (2013-14)

ACADEMIC CALENDAR 2014-15												
Course of Studies	Last Date of Admission	Date of Commencement of classes	Last Date of change of Subject(s)/stream (including Switching Over from Hons Course to Genl & Vice-Versa)	Submission of Registration form to C.U. by the college	Midterm Exam	College Test	Result of College Test	Filling up of form for Univ Exam	Date of Examinations (Tentative)		Publication of Result (Tentative)	
									Theoretical	Practical		
Part - I	09.08.14	Last Week of July	30.8.2014	15.9.14 without fine (Applications forms for Registration be submitted by the students to the college within 8.9.14 25.9.24 (with fine)	Nov 14	2nd week of March 2015	1st week of April 2015	2nd week of April 2015	B.Com 3.6.15 - 5.6.15 (H) 3.6.15 - 12.6.15 (G) B.A. / B.Sc. (H & Major) 7.7.15 - 10.7.15 B.A./B.Sc. (Genl) 13.7.15-25.7.15	B.A. / B.Sc Major & B.Com Major. 28.7.15 - 18.8.15	Within 90 days from the last date of Exam	
Part - II		within 7 days from the completion of Part - I Exam.			Nov 14	2nd week of March 2015	1st week of March 2015	2nd week of March 2015	B.Com (G+H) 28.4.15 - 15.5.15 B.A. / B.Sc. (H & Major) & B.Com (Major) 19.5.15 - 22.5.15 B.A. / B.Sc (Genl) 16.6.15 - 30.6.15	B.Com (G + H) 14.15 - 17.4.15 B.A. / B.Sc. (H & B.Sc) (H & Major) & B.Com (Major) 28.4.15 - 16.5.15 Genl 23.5.13 - 12.6.15	Do	
Part - III		within 7 days from the completion of Part - II Exam.			Nov 14	2nd week of Jan 2015	last week of Jan 2015	1st week of Feb 2015	B.A. / B.Sc. B.Com (Hons & Major) 7.4.15 - 17.4.15 Genl. 21.4.15 - 25.4.15	(H & Major) 13.3.15 - 1.4.15 Genl 2.4.15 18.4.15	within June 2015	
Part - I Compulsory Language, 2015						4.3.15 - 12.3.15						
Part - I & II Filling up of Form : 3rd week Supplementary Examination, 2014				of December, 2014	3.2.15 - 12.2.15	18.2.15 - 28.2.15						

Annexure...ii

FEEDBACK ANALYSIS (STUDENTS)

1. Are the students enjoying their classes?
The students do enjoy their classes. However, non-availability of class rooms is a problem area for some Arts departments. Transfer of teachers had been a problem particularly when a teacher is transferred mid-session.
2. Are the teachers regular?
Majority of the teachers take classes regularly, however teachers entrusted with other official duties are sometimes got bad ratings from the students. Those who are involved with long University Exam protocol, admission process, IQAC etc sometimes miss scheduled classes and for the students it is a day lost for unknown reasons.
3. Teachers' communication and teaching skill
Responses are mixed. For majority of the teachers it was an 'A' on a five point scale. We find vernacular stream students sometimes face difficulty in following the class. As many urdu-speaking students opt for History, Political Science, Philosophy etc and as there are no Urdu speaking teachers in these faculties, it poses some problem. It was decided that, special classes need to be organized for these students.
4. Is the syllabus completed?
Completion of syllabi is sometimes a problem for Arts departments. For Science departments it is lesser of a problem because University's long drawn Examination schedule does not affect them. Arts classes suffer because, lecture theatres remain occupied for accommodating the examinees. There is a need of organizing special classes for them as well.
5. Others:
 - a) Student generally are able to interact with the teachers in and outside the class
 - b) Field trips, where there is a provision for so, are uniformly enjoyed by the students.
 - c) The students feel that the teachers are competent in handling instruments and experiments.
 - d) Cultural ambience of the college is enjoyed by all students.

Annexure.....iii

Instruments Highlights (> Rs.1,00,000/-)

Department	Instrumentation Highlights	Year of Procurement	Source	Expenditure incurred
Physics	1. Susceptibility measurement: Quinck's method and Gouy's method	2011-12	DBT STAR College	Rs.1,15,525/-
Microbiology	1. UV Visible spectrophotometer, Jasco, Japan	2009-10	State Grant	¥769,000/-
	2. Gel-Documentation unit	2011-12	DBT Star	Rs.2,99,640/-
	3. FractionCollector Eyala, Japan	2010-11	UGC-CPE	Rs.3,50,000/-
	4. Freeze drier	2012-13	DST-FIST	Rs.3,00,000/-
	5. Carl Zeiss Phase Contrast Microscope	2011-12	DST-FIST	Rs.4,20,000/-
	6. Canon 7D Camera Unit with macro lens, tripod, printer etc.	2012-13	Additional Grant-UGC	Rs.3,14,000/-
	7. BOD shaker incubator, Remi	2010-11	UGC-CPE	Rs.1,56,981/-
	Zoology	1. CO2 incubator	2010-11	UGC-CPE
	2. Orbital Shaker incubator	2010-11	UGC-CPE	Rs.1,17,188/-
	3. LASER rangefinder	2010-11	UGC-CPE	Rs.25,538/-
	4. Inverted microscope	2010-11	UGC-CPE	Rs.1,19,175/-
	5. UV vis-Spectrophotometer, Eyala	2010-11	UGC-CPE	Rs4,93,031/-
	6. PCR 25 well Bio-Rad	2011-12	DBT STAR	Rs.2,00,000/-
	7. Blotter and Minivac Complete unit	2011-12	DBT STAR	Rs.1,30,000/-
	8. Hermele Microscope	2012-13	DST-FIST	Rs.5,10,680/-

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	9. Photocopier x2	2014-15	State Grant	Rs.1,50,000/-
	10. AKTA Chromatography	2012-13	DST-FIST	Rs8,67,391/-
Botany	1. Laminar Air Flow	2009-10	State grant	Rs.1,25,000/-
	2. Cold Centrifuge (Remi)	2009-10	State Grant	Rs.1,61,000/-
	3. Olympus Trinocular Ch 20i	2010-11	UGC	Rs.1,00,000/-
	4. Thermal Cyclor	2011-12	State Grant	Rs.2,00,000/-
Chemistry	1. Eyala (Japan) Powerful Aspirator A-1000 S Omega Chiller/ water bath circulator Eyala Cow lamp bath PLS-1400	2009-10	State	Rs.4,88,000/-
	2. Digital Polarimeter	2009-10	State	Rs.1,63,000/-
	3. Digital Ph Meter Systronic-335	2011-12	State	Rs.1,00,000/-
	4. Ultra high Vacuum pump with accessories	2011-12	DBT	Rs.99,880/-
	5. Mettler Toledo electronic analytical balance	2011-12	DST	Rs.1,49,300/-
	6. Mettler Electronic semi –micro balance	2011-12	DST	Rs.1,96,000/-
	7. Perkin-Elmer FTIR	2012-13	UGC Special	Rs.9,00,000/-
	8. Magnetic Stirrer with Hot Plate (Digital) "Tarsons" Model No. 6040	2014-15	UGC MRP	Rs.20,000-
	9. Perkin Elmer Lambda 25 Spectrophotometer	2014-15	State Grant	Rs.20,00,000/-
	10. . Perkin Elmer LS 55 Fluorimeter	2014-15	State Grant	(New Procurement)

Format for Presentation of Practice

1. Title of the Practice

1) Diversity

2) Student Support Schemes

7.3.2. Goal

Describe the aim of the practice followed by the institution. Brief the underlying principles or concepts in about 100 words.

1. **Diversity:** Maulana Azad College is committed to provide quality and affordable higher education for all, including the underprivileged sections of the society. The students come here from different parts of the state and many come from other states as well. The students have different vernaculars, practice different religions and yet in distant memory, Maulana Azad College pleasantly and happily failed to record even one instance of discord and hostility among its students and staff.

2 **Student Support Schemes :** In conformity with the vision and mission of this college we are committed to increase the intake facility particularly those from the economically and socially challenged group of students. In view of augmenting this, we have formed special cell to guide and facilitate the students in availing all such schemes that the government has launched for this target group. In addition, we have initiated special computer education and IT training courses for these girls. This beneficiates the students of arts discipline particularly and the results so far are very encouraging for all stakeholders.

7.3.3 : The Context

1). **Diversity:** The diversity is reflected in applicants and in offered courses too. Students from all caste, creed and religion apply for admission. Likewise, as many as 20 degree courses in humanities, social sciences and sciences, including six languages and three PG courses are offered here .Classical oriental languages like Arabic, Persian, Urdu are taught alongside Sanskrit, Bengali and English literature. Simultaneously fundamental sciences alongside multidisciplinary subjects like Microbiology are taught here. The growth trajectory itself speaks about the efforts to translate the vision into mission, and to remain oriented to the needs of the changing times without compromising with the spirit of amity and harmony.

2) **Student Support schemes:** The college aims at attaining simultaneous excellence in classical as well as modern studies. A large number students, particularly girl students, who opt for languages and social sciences come from socially, economically challenged groups and majority of them belong to

minority communities. We have decided to form a cell that would look, among other things, after the financial support schemes and the academic schemes that would benefit them minimize the drop out ratio.

7.3.4: The Practice

1) **Diversity:** To get a measure of the degree of diversity in applicants, one might look at the data for 2014-15 academic session. Understandable, that many of these subject have fundamentally Muslim applicants under General category. The OBC (B) category applicants are Muslim minorities. The diversity in subjects offered is for everyone to see.

2. **Student Support schemes:** The cell for student welfare schemes is headed by Prof. Kartik Chandra Basak, Associate Professor of Mathematics. Under Welfare schemes like Kanyashree, a Girl student of below poverty level is eligible to get an one time assistance of Rs. 25000/- . Students' Aid Fund is one unique scheme where students themselves contribute to the aid of fellow students. Apart from monetary assistance, catch- up initiatives for uninitiated students are also taken. Imparting **Computer training course for girl students is one such initiative.** Imparting soft skills and ICT training to girl students belonging to SC/ST/OBC and Minorities has proved to be one of our more popular schemes. Considering the number of children living in marginal conditions in the slum areas around the college, it is felt that this project could be extended to the girls of the locality and that would have a huge impact on their development. This project was recorded as a certificate course run under the CPE assistance scheme. Prof.D.P.chattopadhyay, Associate Professor of Sociology is the nodal person for this scheme.

7.3.5.Evidence of Success

Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate? Describe in about 200 words.

1) **Diversity:** These students had applied for 22 courses in all. With six language departments (that include classical languages like Arabic, Persian and Sanskrit) a wide range of social sciences departments and science departments led by the flagship departments of biological sciences, our college is uniquely placed among the institutions in eastern India to offer students an eclectic mix of subjects that range from Islamic History and Culture to Microbiology, Urdu to Sociology. This also underlines our institution's goal of a holistic, interdisciplinary educational environment rooted to the past and tuned to the future. The certificate/diploma/skill development courses and programmes are designed by the departments to equip the students for the dynamic employment market. The Certificate Course in Information Technology for Minority Girl Students, and the Certificate Course in French run by the Post Graduate Department of English, and open to all the students of the college, are examples of this.

This diversity allows every student to grow up and mature in a multicultural milieu which, in larger context, help them grow into better citizens of India. All the academic and extra-academic schemes are addressed by the college authority without any bias or pre-conceived notion.

All students celebrate International Language Day on 21st February, Tagore's Birthday on 25th of Baisakha. Students celebrate Swaraswati Puja and Milad un Nabi in equal zest.

Student Union have representatives from all communities. The mode of communication is primarily English but culture of multilingual expression is very strong.

Seminar on “Bengal Mein Urdu ki surat-E-Haal” in 2015 funded by NCPUL organized by Dept. of Urdu Organized ‘Mushavera’ in 2012, 2013, 2014 very strong.

Six languages (Arabic, Bengali, English, Persian, Urdu, and Sanskrit) and Social Sciences published Journal “MAC peer reviewed academic Journal of Languages and Social Sciences., ISSN NO. 2395-2431, Volume 1, March 2015.

Students Journal,” Maulana Azad College Magazine” is also multilingual and published by a team of teachers from all disciplines. Last issue came out in March, 2015.

⊕ These were just some of the signature marks reflecting this heterogeneity.

2) **Student Support schemes:** A break up for the beneficiaries in various welfare schemes are given below:

2014-15	Merit-cum-means Scholarship	19	3	22	178200	28800	207000
2014-15	Student Aid Fund	4	2	6	4455	2895	7350
2014-15	KANYASHREE PRAKALPA K-2	X	54	54	X	1350000	1350000

When compared with application: admittance ratio, we find that almost 100% students qualify without much trouble thanks to these schemes.

The impact is notable in remarkable improvement in number of 1st class degree holders over the years of support

There were 72 and 68 beneficiaries in soft skills and ICT training programmes for girl students belonging to SC/ST/OBC and Minority students and it has proven to be one of our more popular schemes in two phases completed till date. Here are some examples of performances of benefitted students:

7.3.6. Problems Encountered and Resources Required

The problems :

- i) **Dearth of space** is the most important problem in implementing these programmes to the satisfaction of all the stakeholders. The heritage building has little scope for expansion, hence a second campus is required
- ii) **Transferable Service:** The college being a government college, the teachers are transferred which is a tremendous impediment in carrying out these schemes under a common set of nodal persons for a meaningful period of time.
- iii) **Prioritization** of key areas in the beginning of the year is desirable and that is how it is done. However, during the course of the year relative priorities do alter. Planning and implementing in such cases are somewhat difficult if not backed up by additional

funding. Thus add on programmes reflecting the multicultural milieu is few and far between. More avenues of intermingling would be welcomed by all.

- iv) **Diversity in Staff Pattern:** for teaching and support staff is sometimes worrisome. Not many librarians can handle Urdu or Persian books. So diversity in staff pattern is also desirable.
- v) **The students are not interested in pursuing a subject which offers little scope of job.** It is heartening to see so many Muslim students opting for Sanskrit as Honours subject here, but their interests are not reciprocated in job market. Number of students is also waning in Persian, Islamic History etc.

Resources required :

- i) Space is the most fundamental resource required for this college. Situated in the heart of the city, the college has little scope of adding to the current floor area. As a Class I heritage building no change of façade is permitted. Hence a second campus is the necessity of the day.
- ii) Improved funding from the government would enable us to address all key areas with relative weightages they deserve.
- iii) A multilingual hub would be a necessary improvement over existing facilities.
- iv) For earliest completion of Girls' Hostel, release of UGC fund is urgently required.

7. Notes (Optional)

For some student support programmes, the college is entirely dependent on the UGC funding. The NET coaching centers, the remedial coaching centre, the entry into services centre are funded by the UGC. It is neither ideal nor desirable that these centers would run on availability of fund and would hibernate when funds are not forthcoming. The irregular arrival of fund poses problem for colleges like us which are not permitted to maintain any non-government fund. The same is true for various other schemes. There should be mechanisms to address these issues at least for those colleges who are shortlisted to run these student-support schemes.