YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   MAULANA AZAD COLLEGE

- Name of the Head of the institution   DR. SUBHASIS DUTTA

- Designation   Principal

- Does the institution function from its own   Yes
  campus?

- Phone no./Alternate phone no.   03322260203

- Mobile no   9433563658

- Registered e-mail   maulanaazadcollegekolkata@gmail.com

- Alternate e-mail   iqac.mac@maulanaazadcollegekolkata.ac.in

- Address   8, RAFI AHMED KIDWAI ROAD

- City/Town   Kolkata

- State/UT   West Bengal

- Pin Code   700013

2.Institutional status

- Affiliated /Constituent   Affiliated

- Type of Institution   Co-education

- Location   Urban

- Financial Status   **UGC 2f and 12(B)**

- Name of the Affiliating University   **University of Calcutta**

- Name of the IQAC Coordinator   **Dr. Dipak Kumar Som**

- Phone No.   **03322493737**

- Alternate phone No.   **033-29730203**

- Mobile   **9674914308**

- IQAC e-mail address   **iqac.mac@maulanaazadcollegekolkata.ac.in**

- Alternate Email address   **mackolkataiqac@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://maulanaazadcollegekolkata.ac.in/AQAR%202020-21-2.pdf

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: http://www.maulanaazadcollegekolkata.ac.in/academic-calendar.php

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**A**	**3.13**	**2016**	**05/11/2016**	**04/11/2021**
Cycle 1	**B++**	**80-85%**	**2007**	**31/03/2007**	**30/03/2012**

6.Date of Establishment of IQAC   **01/08/2008**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Dipak Som, Associate Professor, Dept. of Zoology	**Research Project entitled**	**West Bengal State Council of Science and Technology**	**2019 for 3 years**	**322650**

8.Whether composition of IQAC as per latest NAAC guidelines   `Yes`

- Upload latest notification of formation of IQAC   [View File](#)

9.No. of IQAC meetings held during the year   `4`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   `Yes`

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

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

- If yes, mention the amount

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

`Operationalization of a rain water harvesting unit at the college boys' hostel premises.`

`Introduction of certificate courses in Spanish, Communicative English, Basic Computer training for students and GST with Tally`

`Organization of a one day webinar on Intellectual Property Rights Awareness"" under National Intellectual Property Awareness Mission (NIPAM)"" in collaboration with Office of the Controller General of Patents, Design & Trade Marks, Department of Promotion of Industry & Internal Trade, Ministry of Commerce & Industry, Government of India on 25th May, 2022`

`Organization of a webinar for hosting Nobel laureate Prof. Abhijit Vinayak Banerjee on "Every child counts: Towards a more democratic education" on 25th august, 2021 to commemorate Birth Centenary Of Professor Kenneth Arrow and Death Centenary of Professor Carl Menger.`

`Inauguration and Functionalization of Girl's Hostel`

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Opertaion of rain water harvesting unit	Implemented
Ïnception of new certificate courses	Implemented
Inauguration of Girls' hostel	Implemented
Identification of slow learners and advanced learners and taking tailormade measures	Implemented

13.Whether the AQAR was placed before statutory body?   **No**

- Name of the statutory body

Name	Date of meeting(s)
Academic Council	Nil

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	MAULANA AZAD COLLEGE
• Name of the Head of the institution	DR. SUBHASIS DUTTA
• Designation	Principal
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• Mobile no	9433563658
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• Alternate e-mail	iqac.mac@maulanaazadcollegekolkata.ac.in
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• Location	Urban
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• Name of the IQAC Coordinator	Dr. Dipak Kumar Som

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• Mobile	**9674914308**
• IQAC e-mail address	**iqac.mac@maulanaazadcollegekolkata.ac.in**
• Alternate Email address	**mackolkataiqac@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://maulanaazadcollegekolkata.ac.in/AQAR%202020-21-2.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.maulanaazadcollegekolkata.ac.in/academic-calendar.php

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• Upload latest notification of formation of	View File	

IQAC		
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- Name of the statutory body

Name	Date of meeting(s)
Academic Council	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	28/02/2022

15.Multidisciplinary / interdisciplinary

A multicultural socio-academic milieu fosters in the college as is reflected by the offering of B.A. programme in as many as five languages including Bengali, English, Urdu, Arabic and Persian. Short term certificate courses in Urdu, Arabic and Persian are also underway. In addition, a certificate course in Spanish language has also started in the college and one more in French is in pipeline. The institution also strives to cater for interdisciplinary education The college has opened certificate courses in foreign languages including Spanish, Persian and Arabic and several others including French is in the pipeline. In science stream also, the spirit of interdisciplinary education has been nurtured chiefly through the workshops and hands-on training programmes of the five Departments (Botany, Chemistry, Microbiology, Physics and Zoology) had been organizing since the last nine years under the STAR College programme of DBT.

16. Academic bank of credits (ABC):

Since the Institution is under full academic and administrative jurisdiction of the University of Calcutta, there is currently no scope of offering Credit points under Academic Bank of Credit. However, keeping in mind the National Education Policy, 2020, initiatives are being taken for registration for digilocker.

17. Skill development:

In order to equip students with skills that will enhance their chances of procuring jobs, several Skill Enhancements Courses (SEC) have already been incorporated under the CBCS curriculum of all courses offered to the students in the 3rd and 4th semesters under the University of Calcutta. Also with the aim to motivate students to take up entrepreneurship we have initiated MOU with other institutions for Academic Collaboration. Certificate courses in several languages,both Indian and foreign, are being offered. A certificate course for imparting IT skills to students as well as another one in TALLY and GST courses has also been opened in collaboration with Webel technologies.

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Our Institution, Maulana Azad College , nurtures an extremely unique environment which allows the study and learning from multiple disciplines . The students are provided with an option to study the modern subjects of humanities like English, Political Science, Sociology, History along with some of the most ancient subjects like Sanskrit, Arabic, Persian, Urdu, Philosophy and Islamic History, all offered under BA undergraduate programmes. Additionally PG courses are present for English and Urdu. Certificate courses are currently being conducted in Spanish and another one in French will commence next year.

19. Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

In accordance with the guidelines of MHRD, Outcome Based Education has been mandated now in every Higher Educational Institute. Maulana Azad College has incorporated Outcome Based Education across all subjects offered to students in both UG and PG levels. The Course Outcomes and Programme Outcomes for each couse offered by the institution have been uploaded in the college website.

20. Distance education/online education:

The college is a recognised study centre under Indira Gandhi National Open University which was established way back in 1990 and since then has estalished itself as one of the biggest study centres in Kolkata running 2 certificate courses, 2 UG programmes, 8 PG programmes and 2 post graduate diploma programmes. Details regarding the programme are there in the college website https://maulanaazadcollegekolkata.ac.in/ignou.php

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**548**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**2496**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**504**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**674**

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1	**96**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**110**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**34**
Total number of Classrooms and Seminar halls	
4.2	**86.05**
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	**135**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

This institute is a premier government college affiliated to the University of Calcutta. A large number of qualified teachers are there in each discipline. Being an age old institute it has well established laboratories, workshops and sufficient class rooms to inpart quality teaching. The teachers are very regular and particular about their assigned classes. They also participate in differnt academic and co-curricular activities of the students. The university academic calender is strictly followed. While going to the classes the teaschers make themselves well prepared, with each individual has his/her own plan and metod of teaching.

Besides regular class room teaching students are encouraged to participate in seminars, workshops, field visit, excursion etc. for their allround learning and development. The students satisfaction surveypresentedhere shows the good academic environment of the college. Also, the performance of the students in the university examination and their progression to higher studies/ research and their lacement after the completion of the course reflects the learning outcome and academic achievement of the students.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/1/1.1.1.%20Curricular%20Planning%20and%20Implementation.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college strictly follow the academic calender of the affiliating university, the University of Calcutta. As per the university norm, along with the end semister examination there is one internal test for every course in each semester and in some cases, perticularly in Masters course, project evaluation is there. Besides this, we are conducting sudden tests to assess the learning level of the students and they are instructed accordingly. It is a also a part of continuous evaluation. Based on the performance of the students in these internal examinations, internal markes are awarded to the students. According to the university curriculum, 30% weightage is given to the internal marks and the rest 70% to the end semester examination.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://maulanaazadcollegekolkata.ac.in/pdf/academic-calendar/MAC%20Academic%20Calendar%202021-22.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum **A. All of the above**

development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

24

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

5

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

201

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

In all the programmes under CBCS curriculum a course on environment and sustainability is there and every student has to study this particular subject. Along with this, in some of the disciplines like Philosophy, Sociology, Political Science, English one or more courses on ethics and gendre equity, women studies are there. Besides these regular courses in the curriculum, the college often organizes workhops/ seminars on human values and ethics, gendre equity and sustainable development to aid the courses.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field

work/internship during the year

24

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

694

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/1/1.4.2%20Feedback%20Analysis.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/1/1.4.2%20Feedback%20Analysis.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

943

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

273

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The college assesses the learning levels of the students through their regular activities in the class and the internal assessment taken by the class teachers. On these basis advanced learners and slow learners are identified.

Special programmes for advanced learners:

- Seminers /workshops are arranged where advanced learners are asked to participateand give talks.
- Advanced learners are encouraged to participate in summer/winter schools organised by various research institutes.
- Advanced learners are encouraged to paticipate in various competitions such as scientific model compitition/ poster competition, essay compitition etc.

Special programmes for slow learners:

- Extra doubt clearing /remedial classes have been arranged.
- Apart from regular classes students are encuraged to contact respective teachers for clearing doubts/ solving problems.
- Reference books are provided from seminar library.
- Study materials are provided for better understanding of the subject.
- Extra class tests are conducted to assess and improve there academic knowledge.

File Description	Documents
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/2/Advance-Slow-Learners-2021-22_his-eng-islahis-socio-phy-micro-philo-nsd-seminar.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2496	96

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Besides regular classes, tutorial classes and extra problem solving classes are assigned in the class routine when students may come for discussion on the doubts in the subject, specific problems and the topic of interest beyond the course curriculum.

Often seminars and workshops are arranged where students are given the platform for more interaction and hands on training.

Some project works are assigned to them to develop innovative thinking in them and to develop experimental/ problem solving skill and scientific writing ability.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/2/2.3.1

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT becomes an integral part of teaching, eapecially after COVID 19. Teachers have used various online platform such as google meet, zoom etc. to take online classes. This period was under partial lockdown, so offline regular classes have also been held in the campus. Some class rooms are equiped with computers and projectors. Teachers have used this facility for more lively presentation of the topic with power point presentation and animation. Apart from this, some science departments have well developed computer laboratory to teach computer programming which are included in the core course.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

96

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

96

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

58

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

797

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

College has an internal assessment committee to look after the entire process of internal assessment such as fixing dates, giving notice etc. Individual departments according to the schedule conduct internal asseesment. Teachers make question papers, perform invigillation duty and finally evaluate the answer scripts. For honours students it is of one hour duration (full marks 20) for each paper and generally short answer type questions are given. For general students, the testduration is half an hour and full marks is 10. Internal assessments have been taken through online mode during lockdown period and through pen and paper in the college during post lockdown period.

File Description	Documents
Any additional information	View File
Link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/2/2.5.1.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The whole process of conduction of internal examination has been done in fair and transparent manner. However, in case of any grievance, an internal complaints committe is there in the college for any grievance redrassal.

In 2021-22 no such grievance has occured.

File Description	Documents
Any additional information	View File
Link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/2/2.5.2.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme outcome and Course outcome for all the programmes B.A, B.Sc, B.Com. M.A, M.Sc offered by the college are displayed in the college website and also communicated to all the the teachers and students. Course outcomes are prepared according to the syllabus of the affiliating University (Calcutta University). At the time of admission students are advised to go through the college

website carefully such that they can convince themselves about the program and courses before taking a subject.

File Description	Documents
Upload any additional information	[View File]()
Paste link for Additional information	https://maulanaazadcollegekolkata.ac.in/po-co.php
Upload COs for all Programmes (exemplars from Glossary)	[View File]()

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The college follows the syllabi as laid down by the affiliating university (The University of Calcutta) for all the programmes and courses. Teaching plan for each programme and courses have been prepared by the individual departments at the begining of the semester and communicated to the students. The head of the institution (Principal) in coordination with the heads of the departments monitor the execution and the timely completion of the teaching-learning process in a semester. The final outcome of the corses are evaluated at the end of the semester from the success rate of the students in the university examination and their progression in higher studies or job placemnet.

File Description	Documents
Upload any additional information	[View File]()
Paste link for Additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/2/2.6.2.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

606

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/2/2.6.3.2-Annual-Report-Academic.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/2/2.7_SSS_21-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.22

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

6

File Description	Documents
Any additional information	[View File]
Institutional data in prescribed format	[View File]

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

2

File Description	Documents
List of research projects and funding details (Data Template)	[View File]
Any additional information	[View File]
Supporting document from Funding Agency	[View File]
Paste link to funding agency website	https://dstbt.bangla.gov.in/ https://www.urducouncil.nic.in/

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Rural Entrepreneurship Development Cell is already operative in the college campus and the college has been recognised as a Member of National Rural Entrepreneurship Mission. However, a large part of the current year was lost due to the COVID pandemic. Therefore no further physical activity could be carried out this year in this regard. Instead, the college has initiated academic collaboration through MOU with several Institutes and Universities for fostering innovative learning as well as nurturing research aptitude in undergraduate students. After earning the prestigious STAR status as the only college of Eastern India awarded by the Dept. of Biotechnology for builiding research infrastructure and fostering research aptitude among students in 2017, the college is now acting as a mentor institute for grooming potential new applicants of the STAR college scheme.. Amongst the Universities with whom the college has established academic tie-ups, is Adamas University which has been selected as a hub for incubation and

innovation by BIRAC, DBT. An International seminar in blended mode will soon be held in collaboration with Adamas University, Kolkata..The Department of Microbiology of this college has beenn slected for the final round ofthe e-YUVA scheme with enthusiastic UG students . However, the college is yet to establish its own incubation centre due to lack of adequate space.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/3/MAC_Ecosystem%20for%20innovation_21-22.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

4

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

5

File Description	Documents
URL to the research page on HEI website	https://maulanaazadcollegekolkata.ac.in/research.php
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

21

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

28

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

1)) World Environment Day was observed on 5th June 2021 on the theme "Ecosystem Restoration" in online mode.

2) A COVID-19 vaccination camp was organised for students as well as teaching and non teaching staff of the college on 25th June, 30th September and 1st October, 2021.

3) An orientation programme for Students' CreditCard scheme launched by the Government of West Bengal was conducted on 23rd Dec, 2021

4) A webinar for holistic personality development of students was conducted on World Yoga day on 28th of May, 2022.

5) A webinar on digital education was held for students on 5th January 2022 to acquaint and acclimatize students to the advantages of digital education and different national platforms and resources of digital education.

6)National Science Day was celebrated by the Dept. of Physics on 28th Feb, 2022 in association with IQAC on Feb 28, 2022, where students delivered lectures on special topics.

7). A "Science Adda" Session was organized under the auspices of DBT STAR College scheme on the 17th of February, 2022 as a part of the nationwide celebration of 75 years of Independence, Azadi Ka Amrit Mahotsav.

Deatiled report of all of these events have been included in the college website

File Description	Documents
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/3/Extension%20activities_MAC_2021-22.pdf
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

10

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

188

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

8

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

1) The College has a 5-acre campus in the heart of the city of Kolkata, near Esplanade Metro Station and well-connected by bus, local train and metro.

2) The College comprises of a Heritage Building and an Annex Building.

3) The College has a traditional Char-Bagh (four Gardens) as its facade and one of these serves as a well-maintained Medicinal Plant Garden.

4) There are 34 Classrooms in the College, of which 22 are fully ICT enabled.

5) There are 24 modern Laboratories (including Research laboratories) which are spacious and well equipped with sophisticated instruments/equipments.

6) Besides, there is a Central Instrumentation Facility, separate plant and animal tissue-culture laboratories and a CPCSEA approved Animal House. There are 7 well equipped Research Laboratories.

7) The College has 4 Computer Laboratories containing total 60 desktops, in the Departments of Physics, Chemistry, Statistics and Microbiology, which are exclusively dedicated for the use of Students. The Library reading room also has 7 computers for the students.

8) There is a Language laboratory for Arts.

9) The College has a Boys' Hostel with a boarding capacity of 600 and a Girls' Hostel of boarding capacity 72.

10) CCTV surveillance has been installed in the college campus and in the hostels.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NA

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

1) The College Hall (Raza Washat Ali Memorial Hall) having a sitting capacity of nearly 200, is used for holding National/International seminars, Annual Prize Distribution and Cultural events.

2) The College also has a plush, airconditioned, fully ICT-enabled Seminar Hall with a sitting capacity of 70.

3) There are separate Boys' and Girls' Common Rooms and separate Students' Union Room.

4) Separate Boys' and Girls' Gymnasiums are there in the college with all modern amenities.

5) Provisions for outdoor games like Soccer, Cricket, Badminton and indoor games like Table-Tennis, Carrom, and Chess are there.

6) There are separate Canteens for students and staff in the college which offers palatable foods at an affordable price.

7) The College has a separate room and facilities for NSS.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NA

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

34

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NA
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

54.18

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

1) The Library of Maulana Azad College possesses approximately 1,00,000 Books, including a huge number of Rare Books, Manuscripts, Reference Books (like Dictionaries, Thesaurus, and Encyclopaedia etc). The Rare Book Section of the Library consists of Books written in Persian, Urdu, Arabic and English.

2) Open Access System is there for Faculties, Staff Members and Students of PG Courses.

3) Computerized Issue of Books-system using KOHA is done for the Faculty, Students and College Staff.

4) Online Public Access Catalogue (OPAC) available in the library and in all the Departments.

5) INFLIBNET- NLIST is available for the teachers and willing students and staff.

6) DELNET connectivity is available. Adequate number of Computers with LAN and 100MBPS Internet facility for the use of the students and the teachers are available in the Reading Room of the Library.

7) Air-conditioned Reading Room is available for the students having seating capacity of 60 and a separate cubicle for the teachers.

8) There is electronic and wooden Display of New arrivals of Books and Journals. Air-conditioned stack of Rare Book and Manuscript section.

9) CCTV- Monitoring is present in Reading Room, Stack Room, and Front Office of the Library.

10) There is Computerized Cataloguing and Computerized Serial Control of books.

11) Pest control is done periodically.

12) Reprographic facility, Lamination Facility of Library Card is there.

13) Other facilities include Drinking water facility, Fire Extinguisher Service, Reference Service.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	NA

4.2.2 - The institution has subscription for the **B. Any 3 of the above** following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

.25

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

11

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

1) Local Area Networking (LAN) connections are operative throughout the campus (Office, Students' Section, Library Reading Room, Staffroom, including the Arts and the Humanities Departments, and in all the Science Departments).

2) A New Computer Laboratory with LAN WIFI and high-speed internet facility was introduced in the Annexe Building with 10 desktops.

2) The College offers 125 MBPS of Internet Connectivity with Wi-Fi facility within its campus.

3) All Computer Labs are also connected through LAN and have 125 MBPS of internet facility.

4) Wi-Fi is available in all Departments and is password protected for the use of faculty members and students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NA

4.3.2 - Number of Computers

135

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

31.87

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Every year the College sends a proposal to the Higher Education Department, Govt. of West Bengalfor maintenance of physical and academic resources (such as classrooms, computers, Laboratories, equipments, chemicals, glasswares, books, journalsetc.) and other contingency funds. The HE Department accordingly sanctions funds to the College. After sanction of the fund, it is distributed to the different Departments and the Library according to requirement through a meeting of the Principal with the Head of the Departments and the Librarian. In 2021-22session, the yearly Govt. fund sanctioned by the HE Department was utilised mainly in office expenses. For other expenses, fund was sanctioned through individual Govt. Orders as per requirement.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[NA](#)

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

756

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

3

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://maulanaazadcollegekolkata.ac.in/certificate-course.php
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

54

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

54

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

18

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

234

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

38

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

23

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The College has a Students Union which actively organizes various cultural and academic activities of the college. There is active participation by the students in cultural activities like Rabindra Jayanti, Milad-un-Nabi, celebration of birthday of Maulana Abul Kalam Azad, Daawat-e-Iftar, Saraswati Puja, Fresher's Welcome, Teacher's Day, etc.

All faculty members and staff also actively support, motivate and help the students to organize various events. During 2021-22, since there was partial lockdown, the events were held both in online and offline mode. The students organized these events in online platforms such as Google Meet, Zoom, etc. with guidance from teachers as well as offline in the College.

Students are motivated by the Faculty members to participate in various co-curricular and extra-curricular activities like Quiz competitions, poster competition, debate, speech competition, essay writing, etc. Many students have also emerged as winners in such events held during this period. Thus, by encouraging student participation in co-curricular, extra-curricular and administrative activities, the college strives for the all-round development of the students.

File Description	Documents
Paste link for additional information	https://www.youtube.com/@maulanaazadcollegekolkata/videos
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

27

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The College is proud to have its Alumni Association i.e. Maulana Azad College Alumni Association Kolkata (MACAAK) comprising of ex-students from different fields of activities. Members of MACAAK includescientists, civil servants, teachers, literary critics, journalists, political leaders, social activists, engineers, doctors, entrepreneurs etc. In a meeting dated 19.06.2010, it was resolved that the MACAAK be registered under the West Bengal Societies Registration Act 1961 at the earliest. Prof. Gholam Sarwar, the General Secretary along with Mr. Jaweed Yusuf, Mr. Mozammil Hossain and Mr. Tanwir Ahmed Khan worked hard for the registration and eventually got the association registered with effect from 19.01.2011 vide Regn. No.S/1L/77219.

The activities of the Alumni Association include:

1) Organizing Maulana Abul Kalam Azad Memorial Lecture

2) Award mementos, certificates to the toppers of Arts, Science and Commerce students of the College on College Foundation Day.

3) Adopted the College Garden for its maintenance and beautification.

4) Participates in Counselling for the maintenance of discipline and good academic ambience in the college.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)   E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Various academic and administrative sub-committees are formed in every academic session under the purview of Teacher's Council with active participation of teachers, students and support staff as members. Governing body and IQAC of the college work in synchrony of teacher's council. The activities of the college are divided and assigned to the respective sub-committees for successful execution of academic and administrative policies. During this period, the offline and in-campus activities of this college was partly hampered being under lockdown due to COVID-19 till January 2022; but the committees have performed respective jobs to their level best. Thus regular academic and administrative work flow

were successfully maintained. After the commencement of in-campus activities, various sub-committees have started regular work in offline mode.

File Description	Documents
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/MAC_GB,%20IQAC,%20TC%206.1.1%20&%206.1.2.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The functioning of the college is chieflyin decentralized mode. The academic and administrative sub-committees have the liberty to work on their own, but in consultation with IQAC and the Principal of the college. The academic departments have the senior most teachers as head and they promulgate the strategy for regular teaching work in a specific schedule and also lay down the development plan, such as purchase of equipments, modernization of laboratories and class rooms, conducting university and other internal examinations as well as various other academic and administrative work. This year every such activities have been done in online and offline mode.

File Description	Documents
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/MAC_GB,%20IQAC,%20TC%206.1.1%20&%206.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Allotment of government funds is main source behind various developmental work of this government college as the rule goes. In this partial pandemic situation, owing to inadequacy of government funding,we were bound to only some maintenance work in the campus. The Institute strategically plan to evolve as a Centre of excellence within purview of its vision and mission being a purely

Govt financed college 1. The plan to increase the additional intake of students in the science subjects subject to the approval of university and govt. 2. The institute has implemented the long-term perspective plan for the growth, vertical and horizontal expansion, and development of the Institute in a systematic manner. 3. Institute successfully implanted few important job oriented certificate courses like Financial Auditing & Tally including GST in collaboration with WBEIDC and computer skill development for minority girl students. 4. During this session college has completed the construction work of college ladies hostel to accommodate girl students (UG and PG) coming from distant locations. The concerned documents has been uploaded in Criterion 4. 5. In addition, the college is successfully maintaining the medicinal plant garden in college campus as one of the best practices. THe concerned document has been uploaded in Criterion 7.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File]
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/institutional%20Strategic%20Perspective%20Plan.pdf
Upload any additional information	[View File]

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Being a government college, the appointment of teachers and staff and their service conditions are followed in accordance with the state government service rules and regulations. The college development and administrative policies, such as implementation of new course, construction of new building or hostel is subjected to government approval. But, in regard to running of the college, the policies are set by the Principal in consultation with Governing Body,IQAC, Alumni Association,Teachers' Council (TC) and its various sub-committees including senior teachers of the college. This year we have done it to some extent by meeting with the committees several times online as well as offline mode in the college campus.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Both teaching and non-teaching staff are allowed to participate in training and development programmes in phases. They may avail leave-with-pay after required permission from appropriate authority. Also some in-house programmes are organised time to time. This year some teachers have participated in offline as well as online refresher/orientation/short term courses/ faculty development programmes. The teaching and non-teaching staffs also received covid vaccine through covid vaccination program undertaken by the college.

File Description	Documents
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/6.3.1%20effective%20welfare%20measures%20for%20teaching%20.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

20

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Institution itself has no performance appraisal system. However, every year teachers have to submit performance appraisal or SELF APPRAISAL REPORT (SAR) to the Higher Education Department through the WBIFMS portal of the state government which is reported upon

by the Principal of the college before being sent up to higher authority for reviewing and approval.

File Description	Documents
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/MAC_WBiFMS%20Appraisal%20report%202021-22%206.3.5.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Being a government college financial audit are done by the government audit and accounts department at regular intervals, but not in every year. Due to partial Covid -19 pandemic,financial auditing by the competent government authority could not be done in thefinancialyear 2021-22. However, there is an internal audit of the resources of every department conducted by the teachers of that department and they report to the Principal. They also assess the requirements of the department and place the demand to Principal.

File Description	Documents
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/6.4.1%20DBT%20STAR%20college%20audit.pdf
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Resource mobilization policy of the Institution serves to identify the funds available for the smooth conduct of various programmes. As the Institute is a Govt College, its income is primarily from State Govt funds . Funds are also generated from sources like student activity fees, certificate course fees, which are managed in a very effective and efficient manner. The policy outlines the following procedures for the efficient management of generated funds:

The Institute has a Governing Body, Purchase Sub Committee, and associated bodies which help in the preparation, division, allocation, and utilization of funds. On receipt of any fund, Principal meets with heads of departments, IQAC, purchase sub-committee and associated stake holders to lay down a plan for distribution of fund to different departments according to their requirement.

The expenditures are made according to the given budget proposal as fixed by State Government.

The utilization of these funds is ensured through financial auditing.

Salaries, PF, and other incentives are provided to the staff by the Government.

Adequate funds are allocated for effective teaching-learning practices.

National Conferences, Seminars, Workshops, Guest lectures, field trips, and industrial visits are organized.

Different types of Scholarships awarded to the meritorious students.

Enhancement of library facilities, Laboratories and IT infrastructure up-graded.

Funds also provided for social service activities.

File Description	Documents
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/Institutional%20strategies%20for%20mobilization%20of%20funds.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

In a regular interval, the IQAC of this college reviews the academic progress of various academic departments and gives advices to them through Principal. IQAC also helps the teachers in framing academic development and in-service promotion. This year, processing of 27 CAS promotion files of faculty members from different departments of this college and their screeining have been completed under Career Advancement Scheme (CAS). Apart from this following are the four examples of best practices institutionalized.

1. Performance and Academic Audit by IQAC through higher authorities to increase and maintain the quality education. Academic Committee is set up for this purpose to review the academic progress regarding the teaching-learning process following the college organogram. But due to partial Covid pandemic situation the audit process could not be completed.

2. Timely delivery of lesson plans using standardized lesson plan formats.

File Description	Documents
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/IQAC%20contributions.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

This year all the academic activities have been done in both offline and online platforms. The learning outcomes could not been assessed properly due to online mode of evaluation of students. However, the students performed fairly in the semester examinations and some passed-out students have got job offer from reputed organizations. It is the reflection of good academic atmosphere of the college. The institute focuses on learner-centric education approach that shifts the role of the teachers from contributors of information to facilitating student learning through appropriate practices. Reform No 1: Enhanced Use of ICT Resources for teaching-learning: Under the supervision of IQAC, the Institute was proactive in ensuring regular online and offline studies. Institute has purchased advanced ICT tools (G suite) , broadband internet Wi-Fi facility (200 Mbps Internet Leased Line). The Institute switched to online platforms like, Google Meet, Google Classroom, Zoom to conduct regular internal assessments and examination, classes, sharing of study material, conducting extracurricular activities. Reform No.2: Use of Online Students Feedback/ Online Mentoring Feedback and Online Program Exit and Semester Exit Feedback for review and improvement of the teaching-learning process.

File Description	Documents
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/The%20institution%20review.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/6.5.3.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

An educational institution imparts not only education and gets the students ready for their professional careers but also inculcates values and helps the students to realize their full potential as individuals. Indian society is still dictated by patriarchal norms. Gender sensitization is about the imparting of knowledge regarding gender issues that would lead to encouraging mutual respect and empathy towards the opposite sex. In this regard Maulana Azad college always aims at creating a safe and healthy environment for both teachers and students. The Internal Complaint Cell of the college has been operating since 2016 to address various gender sensitive issues along with anti-ragging and other related matters. It has been the motto of this college to generate space for equality and overcome the possibility of discrimination based upon ideas of caste, sex or religion. Seminars, webinars and psychological counseling are often conducted from time to time for this purpose. At the same time it is pertinent to mention here that there are separate common rooms well equipped with all basic facilities for both girl students and boy students. Relevant reports have been uploaded for ready reference.

File Description	Documents
Annual gender sensitization action plan	NIL
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/7/Criteria%207.1.1..pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The different categories of wastes that are produced within the college campus include - chemical waste, bio-waste, biodegradable waste and defunct electronic gadgets. There is a well maintained protocol in place for the disposal of all this waste product:

Disposal of e-waste - West Bengal Electronics Industry Development Corporation Ltd. (WEBEL), in response to a proposal for disposal of electronic waste from the college had already initiated the process of e-waste disposal following eco-friendly methods since 26th of May, 2022. A Condemnation committee had also been formed in this respect on the 27th of May, 2022. In fact, the first round of e-waste disposal has already taken place.

Science laboratory chemical and glassware waste – In all the science departments, segregated bins are used for disposal of all lab based waste that is generated. Details have been uploaded accordingly.

Biodegradable and solid waste - Garbage from the college campus is segregated in tagged bins and regularly removed by the Conservancy Department of the KMC.It is pertinent to mention here that an Annual E-Waste Return Report is also submitted to the West Bengal Pollution Board every year for monitoring waste disposal methods followed by the college.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   **C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **B. Any 3 of the above**

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

There are four categories of social inclusion in any educational institution. These are -

Regional inclusion - Maulana Azad College being strategically located in central Kolkata is a college with rich past history and excellent academic record. To secure a seat in this college is a dream for many meritorious students. Thus, quite a good number of out-of-station candidates apply for admission in this college every year.

Linguistic inclusion – The immense linguistic diversity of India has been incorporated in this college with almost six language departments actively operating to this day. Languages like Urdu, Persian, Arabic, Sanskrit, Bengali and English are taught in the Honours level. Six months Certificate courses are also offered in Communicative English, Spanish, Urdu, Persian, Arabic and Bengali.

Socio-economic inclusion - Maulana Azad College under the aegis of the state government offers many scholarships every year. Details have been uploaded accordingly.

Secular inclusion - Different religious festivals like Sarawati puja, Iftar and Eid-e-Milad-un-Nabi are celebrated in the college every year. During such celebrations, the huge participation of students and teachers belonging to diverse communities reflects the spirit of unity that runs within the college campus.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Maulana Azad College endeavours to instill the sense of responsible citizenship among students. This process gets started with the Orientation Program which is held on the very first day of college specifically for the first semester students. Students are made aware of their rights and duties on that day along with a brief overview of the chosen course. Moreover, the mentor-mentee system leads to incessant surveillance upon each student. The teachers provide appropriate counseling in case of any deviation from the ethical path. On the other hand, the Political Science Department plays a crucial role in dispersing knowledge on fundamental rights and modus operandi of the Indian Parliament among students by organising mock parliaments. Few programmes were organised under this category.

Teachers of this College, being employees of West Bengal Education Service and West Bengal Senior Education Service, are to abide by duties and responsibilities as provided by the West Bengal Service Rules which is framed keeping constitutional obligations in mind.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/7/Happy%20Polis%20and%20Practical%20Ethics.pdf
Any other relevant information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/7/Criteria%207.1.9%20WBSR.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The   D. Any 1 of the above

**Code of Conduct is displayed on the website
There is a committee to monitor adherence to
the Code of Conduct Institution organizes
professional ethics programmes for
students,   teachers, administrators
and other staff   4. Annual awareness
programmes on Code of Conduct are
organized**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college celebrates national and international commemorative days and also organises a number of events throughout the year. Teaching, nonteaching staffs and students actively participate in these celebrations and events. Like every year, this year also, the college celebrated Independence Day and Republic Day on the college premises by hoisting the Indian flag and singing the national anthem. The Internal Quality Assurance Cell observed World Environment Day with the planting of saplings and organizing an online speech competition on 5th June, 2021. Students of the College celebrate Teachers Day on 5th of September, every year to commemorate the birthday of India's first Vice-president Dr. Sarvopalli Radhakrisnan. The National Education Day was celebrated on 11th November, 2021 to commemorate the contribution of Bharat Ratna Maulana Abul Kalam Azad as social reformer and unparalleled education minister. An extension lecture was organised on that day. On the occasion of National Science Day i.e., 28th February, 2022, department of Physics arranged online lectures. The International Women's Day i.e., 8th of March, 2022 was celebrated by organising a seminar on gender sensitization. Other than celebrating these significant days, college has organised 'Observance of Students' Week', webinars on physiological and psychological wellness, 'Science Adda' etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

I. Medicinal Plant Garden

Maulana Azad College, Kolkata, boasts of four blocks of square gardens ('Char-Bagh' in the vernacular) at the front of its campus. Along with giving a magnificent look to the college heritage building, these gardens also harbour a great variety of medicinal herbs. There are a total of 142 plant species in these gardens, out of which 74 are of a medicinal nature, viz. Bon Tulsi, Ram Tulsi, Kalmegh, Thankuni, Gritkumari, Dumur, 'Asthma' plant, 'Insulin' plant, etc. The garden, a manifestation of Ethnobotany, facilitates students in learning about the medicinal properties of these plants as part of the Botany Honours syllabus.

II. Rooftop Solar Panel

Maulana Azad College, Kolkata, has taken cognizance of the depleting reserve of fossil fuels and implemented ways of harnessing renewable sources of energy. In this regard, a 20 kWp Rooftop Solar PV Power Plant, sanctioned by WEST BENGAL RENEWABLE ENERGY DEVELOPMENT AGENCY (WBREDA), KOLKATA, an Autonomous Organisation under Government of West Bengal, started producing electricity from April, 2021. CALCUTTA ELECTRIC SUPPLY CORPORATION LIMITED (CESC Ltd.), the private concern providing conventional power in the city, adjusted this solar energy produced against monthly electric bills, thus reducing the annual expenditure of the college.

File Description	Documents
Best practices in the Institutional website	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/7/Best%20Practice%20I%20for%20AQAR%202021-22.pdf
Any other relevant information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/7/Best%20Practice%20II%20of%20AQAR%202021-22.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Maulana Azad College, Kolkata, is a premier seat of learning, continuing its glorious tradition for close to a century. It is the only co-educational college affiliated to the University of Calcutta which offers six languages at the under-graduate level. This accords the college a unique position in the educational arena of the city. The presence of these six languages – Arabic, Bengali, English, Persian, Sanskrit and Urdu – enables the college to function as a 'language hub'. Two of these Departments, English and Urdu, have a post-graduate section as well, strengthening the linguistic heritage of this college. Students of these Departments perform well in not only University examinations but also in co-curricular and cultural activities. Professors of these Departments, both past and present, are equally engaged in academic and cultural pursuits. Along with their regular teaching, they consistently publish academic books, journal articles and book chapters. They also participate in literary festivals, book launches, mushaira and similar events. Thus, the college provides a linguistically and culturally rich environment for both students and teaching staff, encouraging them to constantly pursue excellence in their chosen fields.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

This institute is a premier government college affiliated to the University of Calcutta. A large number of qualified teachers are there in each discipline. Being an age old institute it has well established laboratories, workshops and sufficient class rooms to inpart quality teaching. The teachers are very regular and particular about their assigned classes. They also participate in differnt academic and co-curricular activities of the students. The university academic calender is strictly followed. While going to the classes the teaschers make themselves well prepared, with each individual has his/her own plan and metod of teaching. Besides regular class room teaching students are encouraged to participate in seminars, workshops, field visit, excursion etc. for their allround learning and development. The students satisfaction surveypresentedhere shows the good academic environment of the college. Also, the performance of the students in the university examination and their progression to higher studies/ research and their lacement after the completion of the course reflects the learning outcome and academic achievement of the students.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/1/1.1.1.%20Curricular%20Planning%20and%20Implementation.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college strictly follow the academic calender of the affiliating university, the University of Calcutta. As per the university norm, along with the end semister examination there is one internal test for every course in each semester and in some cases, perticularly in Masters course, project evaluation

is there. Besides this, we are conducting sudden tests to assess the learning level of the students and they are instructed accordingly. It is a also a part of continuous evaluation. Based on the performance of the students in these internal examinations, internal markes are awarded to the students. According to the university curriculum, 30% weightage is given to the internal marks and the rest 70% to the end semester examination.

File Description	Documents
Upload relevant supporting document	[View File](View%20File)
Link for Additional information	https://maulanaazadcollegekolkata.ac.in/pdf/academic-calendar/MAC%20Academic%20Calendar%202021-22.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](View%20File)
Any additional information	[View File](View%20File)

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

24

File Description	Documents
Any additional information	[View File](#)
Minutes of relevant Academic Council/ BOS meetings	[View File](#)
Institutional data in prescribed format (Data Template)	[View File](#)

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

5

File Description	Documents
Any additional information	[View File](#)
Brochure or any other document relating to Add on /Certificate programs	[View File](#)
List of Add on /Certificate programs (Data Template)	[View File](#)

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

201

File Description	Documents
Any additional information	[View File](#)
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

In all the programmes under CBCS curriculum a course on environment and sustainability is there and every student has to study this particular subject. Along with this, in some of the disciplines like Philosophy, Sociology, Political Science, English one or more courses on ethics and gendre equity, women studies are there. Besides these regular courses in the

curriculum, the college often organizes workhops/ seminars on human values and ethics, gendre equity and sustainable development to aid the courses.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

24

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

694

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/1/1.4.2%20Feedback%20Analysis.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/1/1.4.2%20Feedback%20Analysis.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

943

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

273

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The college assesses the learning levels of the students through their regular activities in the class and the internal assessment taken by the class teachers. On these basis advanced learners and slow learners are identified.

Special programmes for advanced learners:

- Seminers /workshops are arranged where advanced learners are asked to participateand give talks.
- Advanced learners are encouraged to participate in summer/winter schools organised by various research institutes.
- Advanced learners are encouraged to paticipate in various competitions such as scientific model compitition/ poster competition, essay compitition etc.

Special programmes for slow learners:

- Extra doubt clearing /remedial classes have been arranged.
- Apart from regular classes students are encuraged to contact respective teachers for clearing doubts/ solving problems.
- Reference books are provided from seminar library.
- Study materials are provided for better understanding of the subject.
- Extra class tests are conducted to assess and improve there academic knowledge.

File Description	Documents
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/2/Advance-Slow-Learners-2021-22_his-eng-islahis-socio-phy-micro-philo-nsd-seminar.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2496	96

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Besides regular classes, tutorial classes and extra problem solving classes are assigned in the class routine when students may come for discussion on the doubts in the subject, specific problems and the topic of interest beyond the course curriculum.

Often seminars and workshops are arranged where students are given the platform for more interaction and hands on training.

Some project works are assigned to them to develop innovative thinking in them and to develop experimental/ problem solving skill and scientific writing ability.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/2/2.3.1

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write

description in maximum of 200 words

ICT becomes an integral part of teaching, eapecially after COVID 19. Teachers have used various online platform such as google meet, zoom etc. to take online classes. This period was under partial lockdown, so offline regular classes have also been held in the campus. Some class rooms are equiped with computers and projectors. Teachers have used this facility for more lively presentation of the topic with power point presentation and animation. Apart from this, some science departments have well developed computer laboratory to teach computer programming which are included in the core course.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

96

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

96

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

58

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

797

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

College has an internal assessment committee to look after the entire process of internal assessment such as fixing dates, giving notice etc. Individual departments according to the schedule conduct internal asseesment. Teachers make question papers, perform invigillation duty and finally evaluate the answer scripts. For honours students it is of one hour duration (full marks 20) for each paper and generally short answer type questions are given. For general students, the testduration is half an hour and full marks is 10. Internal assessments have been taken through online mode during lockdown period and through pen and paper in the college during post lockdown period.

File Description	Documents
Any additional information	View File
Link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/2/2.5.1.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The whole process of conduction of internal examination has been done in fair and transparent manner. However, in case of any grievance, an internal complaints committe is there in the college for any grievance redrassal.

In 2021-22 no such grievance has occured.

File Description	Documents
Any additional information	View File
Link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/2/2.5.2.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme outcome and Course outcome for all the programmes B.A, B.Sc, B.Com. M.A, M.Sc offered by the college are displayed in the college website and also communicated to all the the teachers and students. Course outcomes are prepared according to the syllabus of the affiliating University

(Calcutta University). At the time of admission students are advised to go through the college website carefully such that they can convince themselves about the program and courses before taking a subject.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://maulanaazadcollegekolkata.ac.in/po-co.php
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The college follows the syllabi as laid down by the affiliating university (The University of Calcutta) for all the programmes and courses. Teaching plan for each programme and courses have been prepared by the individual departments at the begining of the semester and communicated to the students. The head of the institution (Principal) in coordination with the heads of the departments monitor the execution and the timely completion of the teaching-learning process in a semester. The final outcome of the corses are evaluated at the end of the semester from the success rate of the students in the university examination and their progression in higher studies or job placemnet.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/2/2.6.2.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

606

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/2/2.6.3.2-Annual-Report-Academic.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/2/2.7_SSS_21-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

`3.22`

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

6

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://dstbt.bangla.gov.in/ https://www.urducouncil.nic.in/

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Rural Entrepreneurship Development Cell is already operative in the college campus and the college has been recognised as a Member of National Rural Entrepreneurship Mission. However, a large part of the current year was lost due to the COVID pandemic. Therefore no further physical activity could be carried out this year in this regard. Instead, the college has initiated academic collaboration through MOU with several Institutes and Universities for fostering innovative learning as well as nurturing research aptitude in undergraduate students. After earning the prestigious STAR status as the only college of Eastern India awarded by the Dept. of Biotechnology for builiding research infrastructure and fostering research aptitude among students in 2017, the college is now acting as a

mentor institute for grooming potential new applicants of the STAR college scheme.. Amongst the Universities with whom the college has established academic tie-ups, is Adamas University which has been selected as a hub for incubation and innovation by BIRAC, DBT. An International seminar in blended mode will soon be held in collaboration with Adamas University, Kolkata..The Department of Microbiology of this college has beenn slected for the final round ofthe e-YUVA scheme with enthusiastic UG students . However, the college is yet to establish its own incubation centre due to lack of adequate space.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/3/MAC_Ecosystem%20for%20innovation_21-22.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

4

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

5

File Description	Documents
URL to the research page on HEI website	https://maulanaazadcollegekolkata.ac.in/research.php
List of PhD scholars and their details like name of the guide, title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

21

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

28

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

1)) World Environment Day was observed on 5th June 2021 on the

theme "Ecosystem Restoration" in online mode.

2) A COVID-19 vaccination camp was organised for students as well as teaching and non teaching staff of the college on 25th June, 30th September and 1st October, 2021.

3) An orientation programme for Students' CreditCard scheme launched by the Government of West Bengal was conducted on 23rd Dec, 2021

4) A webinar for holistic personality development of students was conducted on World Yoga day on 28th of May, 2022.

5) A webinar on digital education was held for students on 5th January 2022 to acquaint and acclimatize students to the advantages of digital education and different national platforms and resources of digital education.

6)National Science Day was celebrated by the Dept. of Physics on 28th Feb, 2022 in association with IQAC on Feb 28, 2022, where students delivered lectures on special topics.

7). A "Science Adda" Session was organized under the auspices of DBT STAR College scheme on the 17th of February, 2022 as a part of the nationwide celebration of 75 years of Independence, Azadi Ka Amrit Mahotsav.

Deatiled report of all of these events have been included in the college website

File Description	Documents
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/3/Extension%20activities_MAC_2021-22.pdf
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

10

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

188

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

8

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

1) The College has a 5-acre campus in the heart of the city of Kolkata, near Esplanade Metro Station and well-connected by bus, local train and metro.

2) The College comprises of a Heritage Building and an Annex Building.

3) The College has a traditional Char-Bagh (four Gardens) as its facade and one of these serves as a well-maintained Medicinal Plant Garden.

4) There are 34 Classrooms in the College, of which 22 are fully ICT enabled.

5) There are 24 modern Laboratories (including Research laboratories) which are spacious and well equipped with sophisticated instruments/equipments.

6) Besides, there is a Central Instrumentation Facility, separate plant and animal tissue-culture laboratories and a CPCSEA approved Animal House. There are 7 well equipped Research Laboratories.

7) The College has 4 Computer Laboratories containing total 60 desktops, in the Departments of Physics, Chemistry, Statistics and Microbiology, which are exclusively dedicated for the use of Students. The Library reading room also has 7 computers for the students.

8) There is a Language laboratory for Arts.

9) The College has a Boys' Hostel with a boarding capacity of 600 and a Girls' Hostel of boarding capacity 72.

10) CCTV surveillance has been installed in the college campus and in the hostels.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NA

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

1) The College Hall (Raza Washat Ali Memorial Hall) having a sitting capacity of nearly 200, is used for holding National/International seminars, Annual Prize Distribution and Cultural events.

2) The College also has a plush, airconditioned, fully ICT-enabled Seminar Hall with a sitting capacity of 70.

3) There are separate Boys' and Girls' Common Rooms and separate Students' Union Room.

4) Separate Boys' and Girls' Gymnasiums are there in the college with all modern amenities.

5) Provisions for outdoor games like Soccer, Cricket, Badminton and indoor games like Table-Tennis, Carrom, and Chess are there.

6) There are separate Canteens for students and staff in the college which offers palatable foods at an affordable price.

7) The College has a separate room and facilities for NSS.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NA

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

34

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NA
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

54.18

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

1) The Library of Maulana Azad College possesses approximately 1,00,000 Books, including a huge number of Rare Books, Manuscripts, Reference Books (like Dictionaries, Thesaurus, and Encyclopaedia etc). The Rare Book Section of the Library consists of Books written in Persian, Urdu, Arabic and English.

2) Open Access System is there for Faculties, Staff Members and Students of PG Courses.

3) Computerized Issue of Books-system using KOHA is done for the Faculty, Students and College Staff.

4) Online Public Access Catalogue (OPAC) available in the library and in all the Departments.

5) INFLIBNET- NLIST is available for the teachers and willing students and staff.

6) DELNET connectivity is available. Adequate number of Computers with LAN and 100MBPS Internet facility for the use of the students and the teachers are available in the Reading Room of the Library.

7) Air-conditioned Reading Room is available for the students having seating capacity of 60 and a separate cubicle for the teachers.

8) There is electronic and wooden Display of New arrivals of Books and Journals. Air-conditioned stack of Rare Book and Manuscript section.

9) CCTV- Monitoring is present in Reading Room, Stack Room, and Front Office of the Library.

10) There is Computerized Cataloguing and Computerized Serial Control of books.

11) Pest control is done periodically.

12) Reprographic facility, Lamination Facility of Library Card is there.

13) Other facilities include Drinking water facility, Fire Extinguisher Service, Reference Service.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	NA

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

.25

File Description	Documents
Any additional information	View File
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

11

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

1) Local Area Networking (LAN) connections are operative throughout the campus (Office, Students' Section, Library Reading Room, Staffroom, including the Arts and the Humanities Departments, and in all the Science Departments).

2) A New Computer Laboratory with LAN WIFI and high-speed internet facility was introduced in the Annexe Building with 10 desktops.

2) The College offers 125 MBPS of Internet Connectivity with Wi-Fi facility within its campus.

3) All Computer Labs are also connected through LAN and have 125 MBPS of internet facility.

4) Wi-Fi is available in all Departments and is password protected for the use of faculty members and students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NA

4.3.2 - Number of Computers

135

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

31.87

File Description	Documents
Upload any additional information	[View File](#)
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Every year the College sends a proposal to the Higher Education Department, Govt. of West Bengalfor maintenance of physical and academic resources (such as classrooms, computers, Laboratories, equipments, chemicals, glasswares, books, journalsetc.) and other contingency funds. The HE Department accordingly sanctions funds to the College. After sanction of the fund, it is distributed to the different Departments and the Library according to requirement through a meeting of the Principal with the Head of the Departments and the Librarian. In 2021-22session, the yearly Govt. fund sanctioned by the HE Department was utilised mainly in office expenses. For other expenses, fund was sanctioned through individual Govt. Orders as per requirement.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[NA](#)

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

756

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

3

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**A. All of the above**

File Description	Documents
Link to Institutional website	https://maulanaazadcollegekolkata.ac.in/certificate-course.php
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

54

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

54

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

18

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

234

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State

government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

38

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	[View File](#)
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	[View File](#)

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

23

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	[View File](#)
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	[View File](#)

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The College has a Students Union which actively organizes various cultural and academic activities of the college. There

is active participation by the students in cultural activities like Rabindra Jayanti, Milad-un-Nabi, celebration of birthday of Maulana Abul Kalam Azad, Daawat-e-Iftar, Saraswati Puja, Fresher's Welcome, Teacher's Day, etc.

All faculty members and staff also actively support, motivate and help the students to organize various events. During 2021-22, since there was partial lockdown, the events were held both in online and offline mode. The students organized these events in online platforms such as Google Meet, Zoom, etc. with guidance from teachers as well as offline in the College.

Students are motivated by the Faculty members to participate in various co-curricular and extra-curricular activities like Quiz competitions, poster competition, debate, speech competition, essay writing, etc. Many students have also emerged as winners in such events held during this period. Thus, by encouraging student participation in co-curricular, extra-curricular and administrative activities, the college strives for the all-round development of the students.

File Description	Documents
Paste link for additional information	https://www.youtube.com/@maulanaazadcollegekolkata/videos
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

27

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The College is proud to have its Alumni Association i.e. Maulana Azad College Alumni Association Kolkata (MACAAK) comprising of ex-students from different fields of activities. Members of MACAAK includescientists, civil servants, teachers, literary critics, journalists, political leaders, social activists, engineers, doctors, entrepreneurs etc. In a meeting dated 19.06.2010, it was resolved that the MACAAK be registered under the West Bengal Societies Registration Act 1961 at the earliest. Prof. Gholam Sarwar, the General Secretary along with Mr. Jaweed Yusuf, Mr. Mozammil Hossain and Mr. Tanwir Ahmed Khan worked hard for the registration and eventually got the association registered with effect from 19.01.2011 vide Regn. No.S/1L/77219.

The activities of the Alumni Association include:

1) Organizing Maulana Abul Kalam Azad Memorial Lecture

2) Award mementos, certificates to the toppers of Arts, Science and Commerce students of the College on College Foundation Day.

3) Adopted the College Garden for its maintenance and beautification.

4) Participates in Counselling for the maintenance of discipline and good academic ambience in the college.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Various academic and administrative sub-committees are formed in every academic session under the purview of Teacher's Council with active participation of teachers, students and support staff as members. Governing body and IQAC of the college work in synchrony of teacher's council. The activities of the college are divided and assigned to the respective sub-committees for successful execution of academic and administrative policies. During this period, the offline and in-campus activities of this college was partly hampered being under lockdown due to COVID-19 till January 2022; but the committees have performed respective jobs to their level best. Thus regular academic and administrative work flow were successfully maintained. After the commencement of in-campus activities, various sub-committees have started regular work in offline mode.

File Description	Documents
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/MAC_GB,%20IQAC,%20TC%206.1.1%20&%206.1.2.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The functioning of the college is chieflyin decentralized mode. The academic and administrative sub-committees have the liberty to work on their own, but in consultation with IQAC and the Principal of the college. The academic departments have the senior most teachers as head and they promulgate the strategy for regular teaching work in a specific schedule and also lay down the development plan, such as purchase of equipments, modernization of laboratories and class rooms, conducting university and other internal examinations as well as various other academic and administrative work. This year every such activities have been done in online and offline mode.

File Description	Documents
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/MAC_GB,%20IQAC,%20TC%206.1.1%20&%206.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Allotment of government funds is main source behind various developmental work of this government college as the rule goes. In this partial pandemic situation, owing to inadequacy of government funding,we were bound to only some maintenance work in the campus. The Institute strategically plan to evolve as a Centre of excellence within purview of its vision and mission being a purely Govt financed college 1. The plan to increase the additional intake of students in the science subjects subject to the approval of university and govt. 2. The institute has implemented the long-term perspective plan for the growth, vertical and horizontal expansion, and development of the Institute in a systematic manner. 3. Institute successfully implanted few important job oriented certificate courses like Financial Auditing & Tally including GST in collaboration with WBEIDC and computer skill development for minority girl students. 4. During this session college has completed the construction work of college ladies hostel to accommodate girl students (UG and PG) coming from distant locations. The concerned documents has been uploaded in

Criterion 4. 5. In addition, the college is successfully maintaining the medicinal plant garden in college campus as one of the best practices. THe concerned document has been uploaded in Criterion 7.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File]
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/institutional%20Strategic%20Perspective%20Plan.pdf
Upload any additional information	[View File]

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Being a government college, the appointment of teachers and staff and their service conditions are followed in accordance with the state government service rules and regulations. The college development and administrative policies, such as implementation of new course, construction of new building or hostel is subjected to government approval. But, in regard to running of the college, the policies are set by the Principal in consultation with Governing Body,IQAC, Alumni Association,Teachers' Council (TC) and its various sub-committees including senior teachers of the college. This year we have done it to some extent by meeting with the committees several times online as well as offline mode in the college campus.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/organogram.pdf
Upload any additional information	[View File]

6.2.3 - Implementation of e-governance in areas of operation Administration Finance	**A. All of the above**

and Accounts Student Admission and Support Examination	

File Description	Documents
ERP (Enterprise Resource Planning)Document	*View File*
Screen shots of user inter faces	*View File*
Any additional information	*View File*
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	*View File*

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Both teaching and non-teaching staff are allowed to participate in training and development programmes in phases. They may avail leave-with-pay after required permission from appropriate authority. Also some in-house programmes are organised time to time. This year some teachers have participated in offline as well as online refresher/orientation/short term courses/ faculty development programmes. The teaching and non-teaching staffs also received covid vaccine through covid vaccination program undertaken by the college.

File Description	Documents
Paste link for additional information	*https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/6.3.1%20effective%20welfare%20measures%20for%20teaching%20.pdf*
Upload any additional information	*View File*

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

20

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Institution itself has no performance appraisal system. However, every year teachers have to submit performance appraisal or SELF APPRAISAL REPORT (SAR) to the Higher Education Department through the WBIFMS portal of the state government which is reported upon by the Principal of the college before being sent up to higher authority for reviewing and approval.

File Description	Documents
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/MAC_WBiFMS%20Appraisal%20report%202021-22%206.3.5.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Being a government college financial audit are done by the government audit and accounts department at regular intervals, but not in every year. Due to partial Covid -19 pandemic,financial auditing by the competent government authority could not be done in thefinancialyear 2021-22. However, there is an internal audit of the resources of every department conducted by the teachers of that department and

they report to the Principal. They also assess the requirements of the department and place the demand to Principal.

File Description	Documents
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/6.4.1%20DBT%20STAR%20college%20audit.pdf
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Resource mobilization policy of the Institution serves to identify the funds available for the smooth conduct of various programmes. As the Institute is a Govt College, its income is primarily from State Govt funds . Funds are also generated from sources like student activity fees, certificate course fees, which are managed in a very effective and efficient manner. The policy outlines the following procedures for the efficient management of generated funds:

The Institute has a Governing Body, Purchase Sub Committee, and associated bodies which help in the preparation, division, allocation, and utilization of funds. On receipt of any fund, Principal meets with heads of departments, IQAC, purchase sub-committee and associated stake holders to lay down a plan for

distribution of fund to different departments according to their requirement.

The expenditures are made according to the given budget proposal as fixed by State Government.

The utilization of these funds is ensured through financial auditing.

Salaries, PF, and other incentives are provided to the staff by the Government.

Adequate funds are allocated for effective teaching-learning practices.

National Conferences, Seminars, Workshops, Guest lectures, field trips, and industrial visits are organized.

Different types of Scholarships awarded to the meritorious students.

Enhancement of library facilities, Laboratories and IT infrastructure up-graded.

Funds also provided for social service activities.

File Description	Documents
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/Institutional%20strategies%20for%20mobilization%20of%20funds.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

In a regular interval, the IQAC of this college reviews the academic progress of various academic departments and gives advices to them through Principal. IQAC also helps the teachers in framing academic development and in-service promotion. This year, processing of 27 CAS promotion files of faculty members from different departments of this college and their screening have been completed under Career Advancement Scheme (CAS).

Apart from this following are the four examples of best practices institutionalized.

1. Performance and Academic Audit by IQAC through higher authorities to increase and maintain the quality education. Academic Committee is set up for this purpose to review the academic progress regarding the teaching-learning process following the college organogram. But due to partial Covid pandemic situation the audit process could not be completed.

2. Timely delivery of lesson plans using standardized lesson plan formats.

File Description	Documents
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/IQAC%20contributions.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

This year all the academic activities have been done in both offline and online platforms. The learning outcomes could not been assessed properly due to online mode of evaluation of students. However, the students performed fairly in the semester examinations and some passed-out students have got job offer from reputed organizations. It is the reflection of good academic atmosphere of the college. The institute focuses on learner-centric education approach that shifts the role of the teachers from contributors of information to facilitating student learning through appropriate practices. Reform No 1: Enhanced Use of ICT Resources for teaching-learning: Under the supervision of IQAC, the Institute was proactive in ensuring regular online and offline studies. Institute has purchased advanced ICT tools (G suite) , broadband internet Wi-Fi facility (200 Mbps Internet Leased Line). The Institute switched to online platforms like, Google Meet, Google Classroom, Zoom to conduct regular internal assessments and examination, classes, sharing of study material, conducting extracurricular activities. Reform No.2: Use of Online Students Feedback/ Online Mentoring Feedback and Online Program Exit and

Semester Exit Feedback for review and improvement of the teaching-learning process.

File Description	Documents
Paste link for additional information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/The%20institution%20review.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/6/6.5.3.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

An educational institution imparts not only education and gets the students ready for their professional careers but also inculcates values and helps the students to realize their full

potential as individuals. Indian society is still dictated by patriarchal norms. Gender sensitization is about the imparting of knowledge regarding gender issues that would lead to encouraging mutual respect and empathy towards the opposite sex. In this regard Maulana Azad college always aims at creating a safe and healthy environment for both teachers and students. The Internal Complaint Cell of the college has been operating since 2016 to address various gender sensitive issues along with anti-ragging and other related matters. It has been the motto of this college to generate space for equality and overcome the possibility of discrimination based upon ideas of caste, sex or religion. Seminars, webinars and psychological counseling are often conducted from time to time for this purpose. At the same time it is pertinent to mention here that there are separate common rooms well equipped with all basic facilities for both girl students and boy students. Relevant reports have been uploaded for ready reference.

File Description	Documents
Annual gender sensitization action plan	NIL
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/7/Criteria%207.1.1..pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The different categories of wastes that are produced within the college campus include - chemical waste, bio-waste, biodegradable waste and defunct electronic gadgets. There is a well maintained protocol in place for the disposal of all this waste product:

Disposal of e-waste - West Bengal Electronics Industry Development Corporation Ltd. (WEBEL), in response to a proposal for disposal of electronic waste from the college had already initiated the process of e-waste disposal following eco-friendly methods since 26th of May, 2022. A Condemnation committee had also been formed in this respect on the 27th of May, 2022. In fact, the first round of e-waste disposal has already taken place.

Science laboratory chemical and glassware waste – In all the science departments, segregated bins are used for disposal of all lab based waste that is generated. Details have been uploaded accordingly.

Biodegradable and solid waste - Garbage from the college campus is segregated in tagged bins and regularly removed by the Conservancy Department of the KMC.It is pertinent to mention here that an Annual E-Waste Return Report is also submitted to the West Bengal Pollution Board every year for monitoring waste disposal methods followed by the college.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	[View File](#)

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

There are four categories of social inclusion in any educational institution. These are -

Regional inclusion - Maulana Azad College being strategically

located in central Kolkata is a college with rich past history and excellent academic record. To secure a seat in this college is a dream for many meritorious students. Thus, quite a good number of out-of-station candidates apply for admission in this college every year.

Linguistic inclusion – The immense linguistic diversity of India has been incorporated in this college with almost six language departments actively operating to this day. Languages like Urdu, Persian, Arabic, Sanskrit, Bengali and English are taught in the Honours level. Six months Certificate courses are also offered in Communicative English, Spanish, Urdu, Persian, Arabic and Bengali.

Socio-economic inclusion - Maulana Azad College under the aegis of the state government offers many scholarships every year. Details have been uploaded accordingly.

Secular inclusion - Different religious festivals like Sarawati puja, Iftar and Eid-e-Milad-un-Nabi are celebrated in the college every year. During such celebrations, the huge participation of students and teachers belonging to diverse communities reflects the spirit of unity that runs within the college campus.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Maulana Azad College endeavours to instill the sense of responsible citizenship among students. This process gets started with the Orientation Program which is held on the very first day of college specifically for the first semester students. Students are made aware of their rights and duties on that day along with a brief overview of the chosen course. Moreover, the mentor-mentee system leads to incessant surveillance upon each student. The teachers provide appropriate counseling in case of any deviation from the ethical path. On the other hand, the Political Science

Department plays a crucial role in dispersing knowledge on fundamental rights and modus operandi of the Indian Parliament among students by organising mock parliaments. Few programmes were organised under this category.

Teachers of this College, being employees of West Bengal Education Service and West Bengal Senior Education Service, are to abide by duties and responsibilities as provided by the West Bengal Service Rules which is framed keeping constitutional obligations in mind.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/7/Happy%20Polis%20and%20Practical%20Ethics.pdf
Any other relevant information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/7/Criteria%207.1.9%20WBSR.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	D. Any 1 of the above

File Description	Documents
Code of ethics policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	[View File](#)
Any other relevant information	[View File](#)

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college celebrates national and international commemorative days and also organises a number of events throughout the year. Teaching, nonteaching staffs and students actively participate in these celebrations and events. Like every year, this year also, the college celebrated Independence Day and Republic Day on the college premises by hoisting the Indian flag and singing the national anthem. The Internal Quality Assurance Cell observed World Environment Day with the planting of saplings and organizing an online speech competition on 5th June, 2021. Students of the College celebrate Teachers Day on 5th of September, every year to commemorate the birthday of India's first Vice-president Dr. Sarvopalli Radhakrisnan. The National Education Day was celebrated on 11th November, 2021 to commemorate the contribution of Bharat Ratna Maulana Abul Kalam Azad as social reformer and unparalleled education minister. An extension lecture was organised on that day. On the occasion of National Science Day i.e., 28th February, 2022, department of Physics arranged online lectures. The International Women's Day i.e., 8th of March, 2022 was celebrated by organising a seminar on gender sensitization. Other than celebrating these significant days, college has organised 'Observance of Students' Week', webinars on physiological and psychological wellness, 'Science Adda' etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

I. Medicinal Plant Garden

Maulana Azad College, Kolkata, boasts of four blocks of square gardens ('Char-Bagh' in the vernacular) at the front of its campus. Along with giving a magnificent look to the college heritage building, these gardens also harbour a great variety of medicinal herbs. There are a total of 142 plant species in these gardens, out of which 74 are of a medicinal nature, viz. Bon Tulsi, Ram Tulsi, Kalmegh, Thankuni, Gritkumari, Dumur, 'Asthma' plant, 'Insulin' plant, etc. The garden, a manifestation of Ethnobotany, facilitates students in learning about the medicinal properties of these plants as part of the Botany Honours syllabus.

II. Rooftop Solar Panel

Maulana Azad College, Kolkata, has taken cognizance of the depleting reserve of fossil fuels and implemented ways of harnessing renewable sources of energy. In this regard, a 20 kWp Rooftop Solar PV Power Plant, sanctioned by WEST BENGAL RENEWABLE ENERGY DEVELOPMENT AGENCY (WBREDA), KOLKATA, an Autonomous Organisation under Government of West Bengal, started producing electricity from April, 2021. CALCUTTA ELECTRIC SUPPLY CORPORATION LIMITED (CESC Ltd.), the private concern providing conventional power in the city, adjusted this solar energy produced against monthly electric bills, thus reducing the annual expenditure of the college.

File Description	Documents
Best practices in the Institutional website	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/7/Best%20Practice%20I%20for%20AQAR%202021-22.pdf
Any other relevant information	https://maulanaazadcollegekolkata.ac.in/pdf/AQAR/2021-22/7/Best%20Practice%20II%20of%20AQAR%202021-22.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Maulana Azad College, Kolkata, is a premier seat of learning, continuing its glorious tradition for close to a century. It is the only co-educational college affiliated to the University of Calcutta which offers six languages at the under-graduate level. This accords the college a unique position in the educational arena of the city. The presence of these six languages – Arabic, Bengali, English, Persian, Sanskrit and Urdu – enables the college to function as a 'language hub'. Two of these Departments, English and Urdu, have a post-graduate section as well, strengthening the linguistic heritage of this college. Students of these Departments perform well in not only University examinations but also in co-curricular and cultural activities. Professors of these Departments, both past and present, are equally engaged in academic and cultural pursuits. Along with their regular teaching, they consistently publish academic books, journal articles and book chapters. They also participate in literary festivals, book launches, mushaira and similar events. Thus, the college provides a linguistically and culturally rich environment for both students and teaching staff, encouraging them to constantly pursue excellence in their chosen fields.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Construction of Central Instrumentation Facility to augment research infrastructure of the college in-tune with the National Education Policy (NEP), 2020 where stress has been laid upon fostering research culture among UG students.

2. Introduction of Certificate Course in French of three months duration.

3. Initiation of electronic waste disposal through West Bengal Electronics Industry Development Corporation Ltd. (WEBEL).