GOVERNMENT OF WEST BENGAL
**Office of the Principal**
*Maulana Azad College*
**8, RAFI AHMED KIDWAI ROAD, KOLKATA 700013, INDIA**
Phone: 033 2249-3737/2226-7814 e-mail: maulanaazadcollegekolkata@gmail.com
Website: https://maulanaazadcollegekolkata.ac.in

**Annual Report (Abridged Version) of the activities and initiatives taken by the IQAC during the Session-2021-2022**

Internal Quality Assurance Cell, Maulana Azad College has performed activities as per guideline and time to time notifications of NAAC . IQAC performed its activities throughout the academic session within its limitations.

To enhance the quality of education and functions of the college administration, the following initiatives have been taken by the IQAC throughout the year:

| Initiatives taken by IQAC during the Session 2021-2022 | |
| --- | --- |
| **Category: 1 Academic Fields** | |
| Initiatives | Status |
| DBT Star College | Ongoing |
| Ph.D Students enrolled under different faculties | Ongoing |
| Publications in National & International Journals | Successfully Completed |
| Paper Presented in International Seminars | Successfully Completed |
| Paper Presented in National Seminars | Successfully Completed |
| College level Seminars Organized by the different Departments | Successfully Completed |
| Book Chapters | Successfully Completed |
| Academic Courses attended by the faculties | Successfully Completed |
| Introduction of CBCS in both UG and PG levels. i)Add-on courses have introduced. Few Departments have introduced and continued. | Successfully implemented |
| Continuous Internal Evaluation of Students and Monitoring of Students. | Successfully implemented and continuing |
| All Departmental Heads were requested to introduce Certificate/Value Added Courses | Few Departments have started to introduce Courses |
| Faculties were requested to take classes by using ICT | Good number of faculties are taking classes by using ICT |
| Special classes for competitive examinations | Special initiatives are taken by few Departmental faculties |
| **Category: 2 Administrative** | |
| Reconstruction and maintenance of College Website Id | Successfully Completed |
| Different types of Training Programmes for Teaching Staff | Successfully Completed |
| Administrative Training Programmes for Non-teaching Staff | Successfully Completed |

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|---|---|
| Training of teaching and non-teaching staff to continue regular activities through online instead of online | During the period of COVID-19 pandemic,all teaching and non-teaching staff were actively pursuing their daily works through online |
| Training of teaching and non-teaching staff to continue regular activities through online instead of online | During the period of COVID-19 pandemic,all teaching and non-teaching staff were actively pursuing their daily works through online |
| College authority in regular interval arranged different Webinars/ discussions to enrich & encourage the stakeholders how to fight with COVID 19 and to protect themselves .Even also encouraged to take care of neighbour if they need any assistance but with full protection. | Initiative was awfully praised by the stakeholders |
| College authority took initiative to prepare good quality Sanitizer and distribute at free of cost to the needy people | Department of Chemistry has successful done this |
| YouTube channel was installed to preserve practical classes and other activities | Required fields are maintained |
| Financial assistance | Good number of students got the benefit from the college authority during the COVID Period |
| Booster dose for all stakeholders | College Authority strictly followed the Government instructions and complied |
| Maintenance of Water Closets, CCTV and Internet ,WiFi connections | College authority with priority basis maintained on regular basis |
| **Category : 3 Social / Cultural Activities** | |
| Number of Programmes conducted by NSS through Offline & partially Online | Successfully Conducted |
| Programmes Organized by the different Departments | Successfully conducted |
| Programmes Organized by the Students | Successfully conducted |
| **Category: 4 Environmental Set Up** | |
| Different measures have been taken | Continuing |
| **Category :5 Activities of Student Support Cell** | |
| Apart from Govt. Scholarships, College has taken initiatives to provide financial assistance to the needy Students | Continuing |

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| It was decided that during the COVID period,continuous contacts with students must be maintained by the Student Support Cell members. | During the pandemic period regular communication was actively done by the Student support Cell members. Continuously they maintained and reported to the authority for necessary action. |
| **Category : 6 Special Financial Assistance for Students** | |
| Student Support Cell members were instructed to check and verify whether any student/s is/are compelled to discontinue their studies due to this pandemic situation or not. If yes, immediately they have to report to the Principal. | On the basis of their report, college authority took immediate steps and financial assistance was provided just to continue their studies. |
| **Category: 7 Awareness Programme** | |
| On different issues on daily life of the students | Continuing |
| **Category : 8 Practice for Academic upgradations of Students** | |
| Continuous Monitoring of Students | Continuing |
| **Category : 9 Feedback from the Students for Regular evaluation** | |
| As per their feedback College takes immediate actions | Continuing |
| **Category : 10 Outside curriculum** | |
| Introduction of Add-on Courses | Continuing |
| **Category : 11 Social Security** | |
| Organized programmes with Kolkata Police | Periodical |
| **Category : 12 Sports & Games** | |
| All supports are provided by the College | Continuing |
| **Category : 13 Library Upgradation** | |
| Both students and Teachers can access reading materials through offline and online | i) Supports of Inflibnet facilities for Students and Teaching Faculties are . ii)Proposals for Adequate upgradation of existing Software have been placed before the Higher authority for approval |
| **Category :14 Health and Hygiene for stakeholders including differently able stakeholders** | |
| In this regard proposals like lift, Washroom etc. have already been submitted. | Proposal is under consideration of competent authority |
| College took several initiatives and provided benefits to them. | Proposal is under consideration of competent authority |
| Number of health-related programmes have been conducted by IQAC in association with active NSS Unit. | |
| Existing washrooms for all stakeholders have been maintained under regular surveillance of College authority & IQAC. | |
| In this regard proposals like lift, Washroom for Girls' & proper washroom for specially abled stakeholders etc. have already been submitted. | |

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| Constant communication was strictly followed by the college with its stakeholders as per guideline time to time announced by the State and Central Governments. | Implemented and followed by the authority |
| **Category : 15 Initiatives for differently able  stakeholders** | |
| Ramp with rail is functional | Active |
| **Category : 16 Reading facility for Visually impaired students** | |
| Braille Software has been installed | Actively used |
| **Category - 17 Conduction of Academic & Administrative  Audit, Green Audit, Environment Audit, Waste Audit & Gender Audit** | |
| By the both internal Audit Team and external reputed persons | On Regular basis |
| **Category : 18 Contribution of Alumni Association to the College** | |
| i) Scholarship to one meritorious student from weak financial background. ii)Maintaining  College gardens, iii) organized seminars to motivate the students | Continuing throughout the year |
| **Category : 19    Career Advancement of Teachers** | |
| Regular notification for the teachers who are qualifying for promotion as per UGC guideline | On regular intervals |
| **Category : 20 Continuous communications with Teaching and non-teaching Staff during COVID period** | |
| Conducted  Online discussions, seminars, training programmes, webinars etc. by the college authority in association with IQAC. | College authority with full priority was maintained all these. |
| **Category : 21 Introduction of Certificate/ Add-on  Courses** | |
| Introduced few certificate and Add-on courses to engage and involve the students during pandemic period. | Successfully implemented |
| **Category : 22  Publication of E-Magazine** | |
| Few Departmental faculties took initiative to introduce E-Magazine for encouraging students during COVID-19 | Successfully implemented and continuing |

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Kolkata
Govt. of West Bengal