MICHAEL MADHUSUDAN MEMORIAL COLLEGE

DURGAPUR

A WB Govt. Aided College

Annual Quality Assurance (AQAR) Report

2017 – 2018

IQAC

Kabi Guru Sarani, City Centre, Durgapur – 713216
e-mail :*iqacmmmc1996@gmail.com*

The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year.(For example, July 1, 2017 to June 30, 2018)*

Part – A

Data of the Institution
(data may be captured from IIQA)

1. Name of the Institution   Michael Madhusudan Memorial College

- Name of the Head of the institution: Dr. Golam Md. Helaluddin

- Designation: Principal

- Does the institution function from own campus: Yes

- Phone no./Alternate phone no.:   03432566700/ 03432604084

- Mobile no.: 8944921347

- Registered e-mail: principalmmmc@gmail.com

- Alternate e-mail: iqacmmmc1996@gmail.com

- Address   :   Kabi Guru Sarani, City Centre, Durgapur

- City/Town   :   Durgapur

- State/UT   :   West Bengal

- Pin Code   :   713216

2. Institutional status:
- Affiliated / Constituent: Affiliated
- Type ofInstitution: Co-education/Men/Women   Co-education
- Location : Rural/Semi-urban/Urban: Semi-urban
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing

(please specify): UGC 2f and 12 (B)- All subjects. Self financing-BBA (Hons) and BCA (Hons)

- Name of the Affiliating University:KaziNazrul University
- Name of the IQAC Co-ordinator :   Dr. Kirat Kumar Ganguly
- Phone no. :   03432566700

    Alternate phone no. : 03432604084

- Mobile: 9830213495

- IQAC e-mail address: iqacmmmc1996@gmail.com

- Alternate Email address: kirat.1982@gmail.com

3. Website address: http://www.madhusudancollege.in
    Web-link of the AQAR: (Previous Academic Year):
    http://www.madhusudancollege.in/IQAC/AQAR%202016-2017_MMMCollege.pdf
  For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

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

if yes,whether it is uploaded in the Institutional website: No

Weblink:

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st	B	2.15	2008	from: 2008 to: 2012
2nd	B	2.40	2016	from: 2016 to: 2021
3rd				from: to:

6. Date of Establishment of IQAC: DD/MM/YYYY: 18/09/2008

7**.** Internal Quality Assurance System

7.1Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
IQAC meeting	Nov,2017 February, 2018 June, 2018	07
AQAR (2016-2017) have been submitted within stipulated time to NAAC		

Academic Audit has been done following university guideline in their prescribed format		
Administrative audit has been done by DPI-West Bengal Govt. nominated Auditor and final copy has been submitted to DPI		
Participated to NIRF and All India Survey on Higher Education (AISHE)		

> *Note: Some Quality Assurance initiatives of the institution are:*
>   *(Indicative list)*
> - *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements*
> - *Academic Administrative Audit (AAA) conducted and its follow up action*
> - *Participation in NIRF*
> - *ISO Certification*
> - *NBA etc.*
> - *Any other Quality Audit*

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
MMMC	STAR-College	DBT	Applied on 15th May,2018	Rs.298000/-

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes according to notification - Version 5 dated 12-01-2018 (23/5/2018)

10. No. of IQAC meetings held during the year:03

The minutes of IQAC meeting and compliance to the decisions have been uploaded onthe institutional website……. Not uploaded but ket in heard copy of meeting resolution book

(Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?   Yes   No   √

         If yes, mention the amount: Year:

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

a) Have initiated Accreditation Management and Student and Information System online portal purchased from e-Pathsala
b) PG and UG (Hons) courses were applied from Dept. of English (MA), Microbiology (M.Sc.), Zoology, Chemistry, Sanskrit, Music departments, among which English (MA), B.Sc. (Hons) in Zoology and Chemistry; BA (Hons) in Sanskrit and Music have been approved.
c) UG and PG level Open University courses have been initiated under the affiliation of Netaji Open University.
d) DBT-STAR scheme have been appliedfrom the Dept. of Microbiology for Govt. funding for the laboratory and instrumental up gradation.
e) UGC funded seminars have been applied from 5 departments.
f) Certificate and Diploma course on Nursing training have been initiated by this college in collaboration with Rural Education and Medical Development Mission of India (Registered under MHRD, Govt. of India)

13. 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
1. To implement Accreditation Management and Student and Information System	Have initiated Accreditation Management and Student and Information System online portal purchased from e-Pathsala
2. To initiate for PG courses in some departments.	PG and UG (Hons) courses were applied from Dept. of English (MA), Microbiology (M.Sc.), Zoology, Chemistry, Sanskrit, Music departments, among which English (MA), B.Sc. (Hons) in Zoology and Chemistry; BA (Hons) in Sanskrit and Music have been approved.
3. To apply for Govt. funding agencies for laboratory and instrumental upgradation	UG and PG level Open University courses have been initiated under the affiliation of Netaji Open University.
4. To initiate major Research Projects	DBT-STAR scheme have been applied from the Dept. of Microbiology for Govt. funding agencies for the laboratory and instrumental up gradation.
5. To arrange UGC funded seminars	Arrange UGC funded seminars have been applied from 5 departments.
6. To initiate remedial coaching for SC/ST/OBC and non-creamy layer students	Applied to UGC.
7. Indoor Stadium construction with Khelo India Fund of Central Govt.	Yet to be achieved
8. Initiation of some Certificate course	Certificate and Diploma course on Nursing training have been initiated by this college in collaboration with Rural Education and Medical Development Mission of India (Registered under MHRD, Govt. of India)

14. Whether the AQAR was placed before statutory body?   Yes /No: Yes

Name of the Statutory body: Governing body, Dec,2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

Yes/No: No   Date:

16. Whether institutional data submitted to AISHE: Yes/No: Yes

Year: 2018   Date of Submission: 19/01/2018

17. Does the Institution have Management Information System? e-pathsala

Yes   √   **No**

If yes, give a brief description and a list of modules currently operational.

(Maximum 500 words)

we are in allocation and configuration stage

Part-B

CRITERION I – CURRICULAR ASPECTS
1.1 Curriculum Planning and Implementation
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words
The detailed curriculum of all the subjects are built by the KaziNazrul University under the guidance of corresponding syllabus committees which are formed by selecting faculties of different colleges and Universities. The detailed curriculum is mailed to the Principal by the University. These curriculum are circulated to the HODs of respective departments. The HOD allocates the syllabus modules wise to the departmental faculties. The syllabus is also distributed to the students of the department. After each class the faculties maintain a register where the details of the topic taught is written. This serves as a document for future reference.
1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
Certificate and Diploma course on Nursing training have been initiated by this college in collaboration with Rural Education and Medical Development Mission of India (Registered under MHRD, Govt. of India)		Duration- Certificate-1yr Diploma- 2yr	a) Students will be sent to different hospitals for internship on paid basis. b) Based on their performance in the internship the candidates might be absorbed by those hospitals.	Hands on training are classes are taken in this college following their course curriculum.

1.2 Academic Flexibility				
1.2.1 New programmes/courses introduced during the Academic year				
Programme with Code	**Date of Introduction**		**Course with Code**	**Date of Introduction**
M.A. English	**June,2018**			

B.Sc. (Hons) Chemistry	**June, 2018**				
B.Sc. (Hons) Zoology	**June,2018**				
B.A. (Hons) Sanskrit	**June, 2018**				
B.A. (Hons) Music	**June, 2018**				

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.

Name of	UG	PG	Date of implementation of	UG	PG
Sanskrit (Hons)	√		June, 2018	√	
Music (Hons)	√		June, 2018	√	
Zoology (Hons)	√		June, 2018	√	
MA (English)		√	June, 2018		√
Chemistry (Hons)	√		June, 2018	√	
Already adopted (mention the year)					
Bengali (Hons)	√		June, 2016	√	
English (Hons)	√		June, 2016	√	
History (Hons)	√		June, 2016	√	
Geography	√		June, 2016	√	
Philosophy	√		June, 2016	√	
Education (Hons)	√		June, 2016	√	
Political Science	√		June, 2016	√	
Economics (Gen)	√		June, 2016	√	
Hindi (Hons)	√		June, 2016	√	
Computer Sc.	√		June, 2016	√	
Physics (Hons)	√		June, 2016	√	
Mathematics	√		June, 2016	√	
Microbiology	√		June, 2016	√	
Accountancy	√		June, 2016	√	
Commerce (Gen)	√		June, 2016	√	
B.A.(Programme)	√		June, 2016	√	
B.Sc	√		June, 2016	√	
BBA (Hons)	√		June, 2016	√	
BCA (Hons)	√		June, 2016	√	

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Courses
No of Students		

1.3 Curriculum Enrichment

1.3.1 Value-added courses imparting transferable and life skills offered during the year

Value added courses	Date of introduction	Number of students enrolled
Softskill training and grooming for students by Eastern Institute for Integrated Learning in Management (EIILM) is affiliated to Vidyasagar University	28/4/2018	60

1.3.2 Field Projects / **Internships** under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
1. "Isolation and Characterisation of Migrating Bacteria from meat source"	**02**
2. "Isolation and Charaterisation of Lead Resistance Bacteria from Industrial waste polluted sewage"	**02**

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	Yes	Yes	Not yet	Not yet

1.4.2 How the feedback obtained is being analysed and utilized for overall development of the institution? (maximum 500 words)

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1. 1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
Bengali (Hons)	65	203	60
English (Hons)	65	215	55
History (Hons)	65	185	32
Geography (Hons)	40	218	40
Philosophy (Hons)	40	78	20
Education (Hons)	40	105	40
Hindi (Hons)	35	95	25
Computer Sc. (Hon)	35	190	35
Physics (Hons)	20	87	20
Mathematics (Hons)	25	115	25

Microbiology (Hon)	35	190	35
Accountancy (Hons)	75	273	72
Commerce (Gen)	150	498	150
B.A.(Programme)	500	1384	500
B.Sc (Programme)	100	265	90
BBA (Hons)	70	135	70
BCA (Hons)	70	143	70

2.2 Catering to Student Diversity

2.2.1. Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017-2018	2786	NA	27	NA	27

2.3 Teaching - Learning Process

2.3.1 Percentage of teachers usingICT foreffective teaching with Learning Management Systems (LMS), E-learningresourcesetc. (current year data)

Number of teachers on roll	Number of teachers using ICT *(LMS, e-Resources)*	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
77	16	• Digital Light Processing (**DLP**) projector-05 • Smart Board-02 • Virtual class setup-01	4	1	• NLIST-INFLIB-NET • DSpace • KOHA

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

NO

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio

2.4 Teacher Profile and Quality

2.4.1 Number of full time teachers appointed during the year				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
22	19	03	0	08

2.4.2 Honours and recognitions received by teachers
(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2017-2018	Dr.Kirat Kumar Ganguly, National Level	Asst. Professor	1st position in Oral presentation, Dept. of Biotechnology, Burdwan University.

2.5 Evaluation Process and Reforms

2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA./ B.Sc./ B.Com. Hons& Programme		3rd year	April, 2018	June, 2018
BA./ B.Sc./ B.Com. Hons& Programme		Semester 1st Semester 3rd	February, 2018	Yet to be declared

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Following syllabus guideline 20% marks of each theory paper and 60% marks of each practical paper (wherever applicable) is taken as CIE in each semester. Theoretical internal examination is evaluated in either of the three modes-
   a) Theoretical examination: question setting and evalation is conducted by departmental teachers.
   b) Seminar presentation/ assignment: On syllabus oriented topics, selected by teachers, students prepare slides by their own and deliver seminar in multimedia smart room of our college. Assignments are submitted to respective teachers.
   c) viva-voce: taken by faculties of respective department.
Final Marks are uploaded or submitted in KNU portal or hardcopy of award-list by the HODs of respective departments.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar is provided by university and college strictly and centrally follows the guidelines. This include admission, registration, class schedules, and excursions etc.. Examination schedules are provided by the controller of examinations of the KNU.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes

	for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)			

Details of ongoing programmes, admission and registration related details are projected through the college website (http://madhusudancollege.in/). Programme wise results are published centrally on university website (http://www.knu.ac.in/)

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final ~~semester~~/year examination	Pass Percentage
	Bengali (Hons)	35	35	100
	English (Hons)	52	49	94.23
	History (Hons)	28	20	71.43
	Geography (Hons)	32	27	84.34
	Philosophy (Hons)	11	10	90.91
	Education (Hons)	24	23	95.83
	Hindi (Hons)	Not appeared yet. First batch will appear in 2020		
	Computer Sc. (Hon)	20	20	100
	Physics (Hons)	08	08	100
	Mathematics (Hons)	04	03	75
	Microbiology (Hon)	29	27	93.1
	Accountancy (Hons)	66	66	100
	B.Com (General)	28	28	100
	B.A.(General)	327	326	99.7
	B.Sc (General)	12	12	100
	BBA (Hons)	50	48	96
	BCA (Hons)	52	44	84.61

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance(Institution may design the questionnaire) (http://www.madhusudancollege.in/IQAC/AQAR%202017-2018_SSS MMMCollege.pdf)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects				
Minor Projects				

Interdisciplinary Projects	5yrs	Department of Biotechnology, Govt. of India Ministry of Science and technology, DBT-STAR college	Proposed Rs. 1296000/- Under evaluation	--
Industry sponsored Projects	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students Research Projects *(other than compulsory by the College)*	2018	Michael Madhusudan Memorial college,	Rs. 10,000/-	Rs. 10,000/-
International Projects				
Any other(Specify)				
Total			10,000	10,000

3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights **(IPR)** and Industry-Academia Innovative practices during the year

Title of Workshop/Seminar	Name of the Dept.	Date(s)
--	--	--

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
Renew Energy Review life	Somok Banerjee DebabrataMaji	West Bengal Govt. of Youth	January, 2018	District Level Scientific Model Competition

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year- None

Incubation Centre	Name	Sponsored by
-	-	**-**

Name of the Start-up	Nature of Start-up	Date of commencement
-	-	-

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
-	Certificate and cash	-

3.3.2 Ph. Ds awarded during the year *(applicable for PG College, Research Center)-NA*

Name of the Department	No. of Ph.Ds Awarded

3.3.3 Research Publications in the Journals notified on UGC website during the year- None

	Department	No. of Publication	Average Impact Factor, if any
National	BENGALI	06	
	History	05	
	Geography	09	
	Commerce	04	
	Sanskrit	02	
	Physics	05	
International	Mathematics	03	
	Microbiology	01	

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year-None

Department	No. of publication
Sanskrit	

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index-None

Department	Name of Faculty	Title	Journal
BENGALI	Prof. Lipika Sarkar	Natoker Dhara: Bijan Bhattacharjeer Nabanna Nataker Probhab	Satabarshe Bijan Bhattacharjee
		Utpal Dutter Duti Natok: Samajik Bhabna or Janapriyotar Nirikhe, Bish Shataker Janapriyo Sangaskriti o Muktokala: Kichhu Bhabna	Ashadeep
	Prof. Ajajul Ali Khan		
HISTORY	Prof. Ranjan Kumar Mandal	OuponibesikBanglarRaniganjerKoilakhaniAnchalerEktiSromikandolonerProsanga	Bengal and Anti-Imperidlistic Attitude
		SantalUpojatirBhumirBandobasto O Bhumirchyuti: Hull, AdibasiSamaj O ganabidroha	*Terakota*
		ASANTO TUNGOBHUM (1798-99) : ITIHASER DRISTITE DAKATI NA BIDROHA	Tribal Rebelion Anti -Colonial Movement in Jungle Mahal from 1767 to 1832
		SOMO SAMYIK POTRO-POTRIKAR ALOKE HUL : EKTI PORJALOCHONA	Anti-British Movement in South West Bengal (1799-1857) : A New Phase of Indian

			Freedom Movement
		SOILOJA NONDO MUKHOPADHAYER GOLPO UPONAYAS : ITIHAS ONWESON	Somaj O Rajniti
GEOGRAPHY	Prof. Sarmistha Saha	Gender Based Utilization of MGNREGS Generated Common Property Resources: A Note from the Field	International Research Journal of Human resources and Social Sciences (IRJHRSS)
		Gender Based Utilization of MGNREGS Generated Common Property Resources : A Note From the Field	International Research Journal of Human resources and Social Sciences (IRJHRSS)
		"A Micro Level Study On Management of MGNREGS Created Common Property Resources In West Bengal"	IOSR Journal Of Humanities And Social Science (IOSR-JHSS)
	Dr. SribashTikader	Factors Affecting Ground Water Depletion of Water Stressed Bhatar Block of Burdwan District	IJSR - International Journal of Scientific Research
		Shifting Pattern of Rabi Cultivation and Diminution of Water Resource: A Case Study	International Journal of Social, Business and Scientific Research
	Prof. Uddalak Dasgupta		
MICROBILOGY	Dr. Kirat Kumar Ganguly	*Lactobacillus* sp.—A Threat to Pathogenic Microorganisms and Tumor Cells	International journal "Journal of Cancer Therapy"
EDUCATION	Prof. Prasanta Saha		
MUSIC	Dr. Debanjan Chattopadhyay		
SANKRIT	Prof. Swadhin Modal	বর্তমান যুবসমাজ ও কর্পোরেট দুনিয়া - সীমাবদ্ধতা ও সুযোগঃ উপনিষদের কষ্টিপাথরে।	" সমাজ ও রাজনীতি "
CHEMISTRY	Dr. Chandra Mohan Jana	Theoretical insight into the coordination number of hydrated $\mathrm{Zn2+}$ from gas phase to solution	Theoretical Chemistry Accounts
		Breakdown of universal Lindemann criterion in the melting of Lennard-Jones polydisperse solids	Journal of Chemical Sciences
PHILOSOPHY	Prof. Swatikana Mandal	Darshaner aloke Sanskriti o Bangla Sahita	New Perspective

		Swami Vivekananda & Yoga	Shinjini Vol-III
	Prof. Madhuchha nda Chetterjee	A study of the use of 'Time Travel' technique in Chitra Banerjee Divakaruni's two novels , "The Mirror of Fire and Dreaming" and "The Shadowland."	Journal of Language and Literature Studies South Asian Studies Special Issue " Impressions of Eternity"
PHYSIC S	**Dr. Dipali Ghosh**	A comparative study of ionization of hydrogenic ions by positronium impact	Condensate And Nano Physics
		A Comparative Study Of Target Ionization Between Hydrogen And Hydrogenic Ion By Positronium Impact	Indian Journal Of Physics
	Dr. SuparnaCha kraborty	Nuclear Symmetry Energy In Terms Of Single –Nucleon Potential And Its Effect On The Proton Fraction of β-stable npeμ Matter	Physics Of Atomic Nuclei
		Neutron-Proton Effective Mass Splitting in Terms Of Symmetry Energy And Its Density Slope	Physics Of Atomic Nuclei
		Nuclear Symmetry Energy in terms of Single Nucleon potential and its effect on the proton-fraction of β- stable npeumatter	Physics of Atomic Nuclei
MATH EMATI CS	**Prof. Kajal Chatterjee**	Multi Criteria Analysis of Supply Chain Management Using Interval Valued Fuzzy TOPSIS	OPSEARCH
		Unified Granular-number-based AHP-VIKOR multi-criteria decision framework	Granular Computing
	Prof. Dalbinder Kaur	Solving intuitionistic fuzzy transportation problem using linear programming	International journal of system assurance engineering and management

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)-NA

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops				
Presented papers	03	05	03	
Resource Persons			02	

3.4 Extension Activities

3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers **co-ordinated** such activities	Number of students participated in such activities
Awareness Programme-women health and hygine	In coloboration with DHABANI Gram Pnachayat	3	65
Swachh Bharat-Cleaning, Tree plantation	In coloboration with DHABANI Gram Pnachayat	3	65
Blood Donation Camp	Durgapur Sub Divisional Hospital	5	80
Blood Donation Camp	Red Cross	3	30
Blood Donation Camp	Durgapur women's college	2	25
Survey	Badsha Old age home Azone Durgapur	2	30
Awareness Programme No use of plastic	NSS UNIT	2	65
Awareness Programme -Vector Borne Diease Awareness	NSS UNIT	3	45
Awareness Programme--Health	Durgapur volunteers Blood Donars Forum	2	50

3.4.2Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
Blood Donation Camp	Award and Certificate of appreciation	State Blood Transfusion Council Westbengal, SwasthyaBhawan	5

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers **coordinated** such activities	Number of students participated in such activities

1) Swachh Bharat	IN collaboration with Asansol Durgapur Police Commissionerate	Tree plantation programme	10	70
Awareness programme	In collaboration with Durgapur Trafic Police	Safe Drive Save Life	6	65
Awareness programme	IN collaboration with Asansol Durgapur Police Commissionerate	Anti DrugPrograme	2	72
Awareness programme	Organised by MMM college NSS unit	AIDS Awareness	20	60
Awareness programme	Organised by MMM college NSS unit	Vector borne Disease awareness	25	55

3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of Activity	Participant	Source of financial support	Duration
none			

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration **(From-To)**	participant
None				

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
-	-	-	-

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
200,00,000	19170796

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area		
Class rooms	24	16
Laboratories	10	-
Seminar Halls	2	-

Classrooms with LCD facilities		5	-
Classrooms with Wi-Fi/ LAN		5	-
Seminar halls with ICT facilities		5	-
Video Centre		3	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		2	-
Value of the equipment purchased during the year (Rs. in Lakhs)		9.7	-
Others			

4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System -ILMS}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Partially	16	2016
NLIST - INFLIBNET	Full	-	2016

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15145	5063994	2380	833262	17525	5897256
Reference Books	793	256541			793	256541
e-Books						
Journals						
e-Journals	10000	5750			10000	5750
Digital Database	7476	80000			7476	80000
CD & Video						
Library automation						
Weeding (Hard & Soft)						
Others (specify)						

4.3 IT Infrastructure								

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	68	03	11	01	--	10	56	10	
Added	06	00	03	01	--	03	02	100	
Total	74	03	14	02	--	13	58	100	

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS /GBPS

4.3.3 Facility for e-content: under preparation using e-Pathsala online software. This will be a tab in our college website where modules wise study material will be uploaded

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc. mentioned in 4.3.3

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e – content

4.4 Maintenance of Campus Infrastructure			

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1550000	1470000	600000	

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.*(maximum 500 words)* (information to be available in institutional Website, provide link) All the existing facilities are maintained using college fund.

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	1. Financial Aid to BPL students, financially weak and meritorious students.	238	50% of course fee for individual
	Nabanna fellowship	30	240000

	Surakhya fellowship	32	160000

Financial support from other sources			
a) National	1.Kanyashree Prokolpo	235	5875000
	2.Financial Aid to minority students.	127	1270000
	3. Vivekananda Scholarship	43	645000
b) International	Nill		

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Softskill training and grooming for students by Eastern Institute for Integrated Learning in Management (EIILM) is affiliated to Vidyasagar University	28.4.2018	60	Eastern Institute for Integrated Learning in Management (EIILM) is affiliated to Vidyasagar University

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year- none

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
03	03	05 days

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
0	0	0	TCS,	65	49

			Nokia,CTS, Wipro, ICICI prudential		

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2017-2018	35	BA Hons	Bengali (Hons)		
	28	BA Hons	English (Hons)		
	22	BA Hons	History (Hons)		
	35	BA Hons	Geography (Hons)		
	20	BA Hons	Philosophy (Hons)		
	31	BA Hons	Education (Hons)		
	18	BA Hons	Hindi (Hons)		
	25	B.Sc. Hons	Computer Sc. (Hon)		
	15	B.Sc. Hons	Physics (Hons)		
	16	B.Sc. Hons	Mathematics (Hons)		
	25	B.Sc. Hons	Microbiology (Hon)		
	72	B.Com. Hons	Accountancy (Hons)		
	115		B.Com (General)		
	234		B.A.(General)		
	52		B.Sc (General)		
	58		BBA (Hons)		
	68		BCA (Hons)		

5.2.3 Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)- None

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET		
SET		
SLET		
GATE		
GMAT		

CAT		
GRE		
TOFEL		
Civil Services		
State Government Services		
Any Other		

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
Annual sports with fifteen events	College	238

5.3 Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words) None

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

Alumni committee has been formed, but it need some more time to active participation

5.3.2 No. of registered enrolled Alumni: 23

5.3.3 Alumni contribution during the year (in Rupees)**: None**

5.3.4 Meetings/activities organized by Alumni Association **: 01**

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The mission statements by taking into account the needs of the Society are
1. To develop and empower students as future citizens through imparting education thatpromotes values and ethics.
2. More and more use of technology in education
3. To improve teacher student relation through promotion of mutual trust
4. To create proper ambience for overall growth and development of the Institution
5. To help the students belonging to socially and financially under privileged
6. To establish the Institution as the centre of excellence in the locality
7. To make the students aware of sustaining the traditions of the Institution and valueorientation by remaining conscious of their indebtedness to the Institution and theiraccountability to the Society.

6.1.2 Does the institution have a Management Information System (MIS)?

Yes/No/Partial: Partial

a) Accreditation Management and Student Information System (SIS-ERP) domain has been purchased from E-Paathsala, and it will be used for Implement student information system ERP to manage and improve daily operations; this will greatly simplify the college management and accreditation management in the future.
b) Official work is done through Computers.
c) Governing Body is the supreme authority in the matter of Administration.
d) There are different sub-committees who formulate the Administrative plans and Programmes.
e) The annual budget of income and expenditure is recommended by the Finance Committee.
f) The Institute follows the Admission rules framed by the Affiliating University&State Government. Admission in allDepartments is done through online basis.
g) Evaluation and Examination of the students are done following the rules and regulations of theAffiliating University.
h) Maintenance of records in conventional form and digital form are done for submission to
i) The University/College/Government as and when required.
j) Displaying list of students admitted in the College, Results in the Notice Board.
k) The Departments, Office and the Principal's Chamber are connected through LAN.

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each)**:**

❖ Curriculum Development: complete CBCS (upto 6th sem) curriculum for each courses have been developed by respective syllabus committees

❖ Teaching and Learning:
  a) Regular theoretical and practical classes are taken by classical chalk & talk system as well as multimedia coaching technique.
  b) Guardians' and Students' feedback is taken yearly
  c) Extra classes are taken for the slow learners

❖ Examination and Evaluation: semester system examinations are taken according to university guideline. Internal examinations for both practical and theory are taken as continuous assessment procedure. Theory internal are taken as short answer type questions, seminar presentation and *viva-voce.*

❖ Research and Development:
  a) Dept of Microbiology have organised summer internship research programme for two months. Four students from different universities like BHU, WB State University, Tripura University, Derahdoon University have carried their research under the guidance of Dr. Kirat Kumar Ganguly, Asst. Professor, Dept. Of Microbiology.
  b) Teachers are encouraged to submit minor and major research projects.
  c) Information about Seminars and Workshops are provided to Teachers and they are encouraged to participate in them. They are also encouraged for publications.
  d) Faculties are advised to arrange National and International level seminars, workshops and conferences etc.

❖ Library, ICT and Physical Infrastructure / Instrumentation:
  a) NLIST-INFLIBNET service have been purchased for browsing of publications.
  b) Central Library has been computerized installing KOHA software and Digital Space (D-Space) and equipped with e-books, journals for students, Faculties as well as administrative staffs.
  c) Online applications process is conducted and students' records are maintained in software basis.

❖	**Human Resource Management:**		
	a) Faculties are motivated to develop themselves by participating in different Workshops.		
	b) Recruitment of Permanent Faculties is governed by the State Government.		
	c) The College has made up the Full time Staff shortage by Part-time , Contractual and Guest Faculties.		
	d) The College encourages them for qualifying in the NET and SET examinations and to participate in Ph.Dprograms.		
	e) The College releases the Teachers concerned for Refresher Courses, Orientation Courses, Workshops, Seminars and Conferences.		
❖	Industry Interaction / Collaboration: None yet		
❖	Admission of Students: fully online through college online portal. Followed by councelling.		

6.2.2   Implementation of e-governance in areas of operations:

•Internet access is through Wifi system of the College.

•CCTV Cameras are placed in nodal zones.

❖	Planning and Development:
❖	Administration
❖	Finance and Accounts
❖	Student Admission and Support
❖	Examination

All the above sections are being standardised usin e-pathsala cloud system. E PAATHSALA is being allocated and organised in this session, this recognizes and appreciates the desire and intent of MICHAEL MADHUSUDAN COLLEGE, to create a digital and an agile campus, and is proposing to implement our suite of solutions. E Paathsala is a state-of-the-art enterprise management information system that is proposed to MICHAEL MADHUSUDAN COLLEGE to handle the Academic needs.

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017-18	Dr. Sribash Tikedar Dr. Ranjan Kumar Mandol Dr. Sadhan Kumar Paddhan Dr. Dipali Ghosh Mrs. Lipika Sarkar Mrs. Sarmishtha Saha Dr. Kirat Kumar Ganguly Dr. Debanjan Chattopadhyay Mr. Prasanta Saha Mr. Swadhin Kumar Mandal			Rs.5000/- per faculty

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year: None

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Orientation Programme	00	
Refresher Course	07	
Short Term Course	02	

6.3.4   Faculty and Staff recruitment (no. for permanent/fulltime recruitment):

Teaching		Non-teaching	
Fulltime Permanent 02 (WBCSC recruited)	Guest Lecturer 05	Permanent 0	Fulltime/temporary 0

Permanent Teaching Faculty is recruited following the guidelines of WBCSC. Guest Lecturers are recruited following the UGC norms.

6.3.5 Welfare schemes for

Teaching		West Bengal Sasthya Sathi Prakalpa
Non teaching		West Bengal Sasthya Sathi Prakalpa
Students		

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

  (with in 100 words each)**.** Internal financial Audits are done after discussion with governing body and finance committee. External audit is done by WB Govt. Nominated personnel. The final report is submitted to Directorate of Public Instruction, Govt. of West Bengal

6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)-None

Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose

6.4.2 Total corpus fund generated: Nil

6.5 Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Kazi Nazrul University	No	-

Administrative	Yes	Directorate of Public Instruction, Govt. of West Bengal	Yes	Governing Body & Finance committee

6.5.2 Activities and support from the Parent – Teacher Association (at least three):

Parent Teacher Meeting is organised in regular intervals from where Parents' constructive suggestions are materialised on departmental basis

6.5.3 Development programmes for support staff (at least three)

Proper ID cards have been generated for all teaching and non-teaching staffs

6.5.4 Post Accreditation initiative(s) (mention at least three): Academic Building is under construction, Administrative and Studen information system of e-pathsala have been initiated.

6.5.5

a. Submission of Data for AISHE portal : (Yes)

b. Participation in NIRF   : (Yes)

c. ISO Certification   : (No)

d. NBA or any other quality audit   : (No)

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to------)	Number of participants

CRITERIONVII –INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period**(from-to)**	Participants	
		Female	Male

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
Percentage of power requirement of the College met by the renewable energy sources

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities		
Provision for lift	Yes in the new academic building	
Ramp/ Rails		
Braille Software/facilities		
Rest Rooms	Yes	11
Scribes for examination		
Special skill development for differently abled students		
Any other similar facility	Yes	All differently able students

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2017 & 2018	03	03	One day to one week	Road Safety week. Blood donation camp Women safety measures	Blood bank collaboration, Road safety awareness. Women cyber security	92

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
Kaizen	05.09.2017	

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-------to-------)	Number of participants
NSS village adaptation survey	March, 2018	30

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. The campus has a lush green field with football ground
2. Regular plantation programmes are carried out followed by proper maintenance
3. Waste disposal vessel is situated within campus provided by Durgapur Municipalty

7.2 Best Practices

Describe at least two institutional best practices
Upload details of two best practices successfully implemented by the
institution as per NAAC format in your institution website, provide the link

1. Updating and maintenance of e-Pathshala software
2. Publication of AQAR and other achievements of the College annually in a book format.
3. Fee waiver for the BPL students and Govt. aids to the economically backward, students from minority class and female students.

4. To encourage and support students belonging to economically backward, minority class and female candidates for opting higher education. The College is situated in semi-rural area and a large population of students come from rural and backward area. These economic supports from the college and Govt. encourages students to opt for higher education

5. Transparent Human Resource Management System
6. HR management information, performance and career management, HR planning, staff development, new recruitment targets in addition to staff administration and payroll.

7. Cleaning of Science laboratories weekly by Departmental students and also cleaning of College premises on a regular basis by the NSS students of the College.

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust
Provide the weblink of the institution in not more than 500 words

The college is situated at a prime location of upcoming educational hub in Durgapur. The college admit a large pool of first generation learners from a vast area in and out semi- rural and/or rural populationof this district. Not only admitting them but also provide a number of Govt. & private Financial scholarships. Below poverty level (BPL) Students get consession in admission fees after proper verification of documents. The college has good ration of female students. Not only providing support to under privileged students, but the college is supporting students from all the socio- economic backgrounds.

8. Future Plans ofaction for next academic year (500 words)

1. New Basket Ball court has to be established.
2. Continuation of summer internship programmes and application of Govt. fund for the same.
3. Installation of Solar panels to supply directly in college line or supply to grid.
4. Initiation of admission and administrative data management process through e-Pathsala software
5. Establishment of indoor stadium and administrative block application for sui
6. Initiation of Remedial coaching, Language lab, Yoga, Meditation, Personal Counselling courses.

Name Dr. Kirat Kumar Ganguly   *Name Dr. Golam Md. Helaluddin*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

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Abbreviations:

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

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For Communication with NAAC

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ACADEMIC CALENDAR

MONTH	EVENTS
JULY	Admission, Completion of the Admission Process and Commencement of Classes
AUGUST	Blood Donation and Planation Programs on the College Foundation day. Flag hoisting Ceremony on the Independence day.
SEPTEMBER	KNU Registration and continuation of Classes
OCTOBER	Puja Vacation
NOVEMBER	Internal examination
DECEMBER	Filling up of Odd Sem forms, Annual Sports and Exhibition
JANUARY	Classes, Odd Semester Examination, Backlog Examinations. 1st sem, registration.
FEBRUARY	Odd Semester Examination
MARCH	Analysis of Test Results in the Academic Committee Meeting
APRIL	Class
MAY	Class
JUNE	Even Semester Examination, of KNU