



Yearly Status Report - 2019-2020

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	MICHAEL MADHUSUDAN MEMORIAL COLLEE
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
Mobile no.	8944921347
Registered Email	principalmmmc@gmail.com
Alternate Email	iqacmmmc1996@gmail.com
Address	Kabi Guru Sarani, City Centre
City/Town	DURGAPUR
State/UT	West Bengal
Pincode	713216
2. Institutional Status	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	DR. KIRAT KUMAR GANGULY
Phone no/Alternate Phone no.	03432566700
Mobile no.	9830213495
Registered Email	iqacmmmc1996@gmail.com
Alternate Email	kirat.1982@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://madhusudancollege.in/wp-content/uploads/2020/07/9-mmmcreport-2018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://madhusudancollege.in/wp-content/uploads/2021/08/4.-Whether-Academic-Calendar-prepared-during-the-year.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.10	2008	16-Sep-2008	15-Sep-2013
2	B	2.40	2016	05-Nov-2016	04-May-2021

6. Date of Establishment of IQAC	02-Jan-2012
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Students Feedback was taken	20-Mar-2020 1	35
Academic & Administrative Audit was done	28-Feb-2020 3	9
Guardian-Teachers meetings were organized for all the odd semesters	29-Nov-2019 2	206
Project Proposal was submitted by Dr. Kirat Kumar Ganguly in collaboration with CSIR-IICB from the dept of Microbiology	08-Mar-2020 1	3
weeklong workshops were organized by the dept of Sanskrit	22-Jun-2020 5	75
twenty three Seminars by all depts. were organized on regular intervals in departmental, National and International levels to broaden student exposures which included internal & external students, research scholars, faculties	24-Jan-2020 1	1200
Accreditation Management and Student and Information System online portal became functional and online classes were initiated with creation of courses, faculty registration, student registration, allocation of syllabus to faculties, automated class att	30-Mar-2020 1	170
all the departments got their respective office room and class rooms with white boards, almirahs, tables, benches, provisions for departmental libraries etc	30-Sep-2019 8	1500
Academic building inaugurated and regular classes were initiated	04-Sep-2019 1	1500
IQAC meeting	15-Nov-2019 1	12
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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
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Promoting and organizing Academic Seminars organization with all the departments

Encouraging Project Submission by faculties

Departmental staff room and class room allotment for individual subjects

Organizing job oriented course counseling by external agencies Students were offered with add on courses. Students were taken to Industrial and educational place visit with financial help from college

Initiating digital cataloging for library books for automation of the same Registration of Honors students and all faculties and creating individual ID for all faculties

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

Plan of Action	Achivements/Outcomes
Encouraging faculties to organize Academic Seminars	International, National, state level and departmental seminars were organized by many depts. With financial support from college
project proposal submission	A project of above 65lakh was submitted to DST-CRG by faculty
Interiors of extension buildings - Paintings, Wirings, Tables, Benches, White boards	Completed within time schedule
Detailed planning for new building inauguration	New building inaugurated in Sept 2019 by Honorable Vice Chancellor - Kazi Nazrul University, Mayor- Durgapur Municipal Corporation and other dignitaries
Initiative taken for information system online portal	Online portal became functional
Planning for Faculty registration, Student registration, allocation of syllabus to faculties	Completed by Jan 2020 on MIS portal
Planning for academic and administrative audit	Both academic and administrative audit was done
Laying of pavers from College gate to College entrance along with construction of ramp	Construction completed
Industrial visit partially funded by college to increase student exposure and experiencing	College approved partial funding and visits were accomplished
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	19-Mar-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	Cloud based Management Information System is purchased from Campus

Technology (Kahan Technologies Ltd.). Individual Faculty Details, All faculty Registered, Honors students from all the courses are registered, Courses have been uploaded, Courses have been allocated to faculties.

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

Since the college is affiliated to Kazi Nazrul University both UG and PG syllabus is provided by the university which is thoroughly followed in teaching. However, Faculties from some of the depts. of this college are member of syllabus committee. There were no much change in CBCS format of syllabus during this session. But LOCF format of syllabus for all the UG courses were prepared during this session which will be implemented from next session.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NA	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	none	Nil
No file uploaded.		

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 programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	none	Nil

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

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
BASIC COMMUNICATION	13/09/2019	98
MS OFFICE BASIC	14/09/2019	74
LEADERSHIP AND INFLUENCE	16/09/2019	89
TRUST BUILDING	17/09/2019	68

TIME MANAGEMENT	18/09/2019	91
LEADERSHIP	19/09/2019	96
CONFLICT MANAGEMENT	20/09/2019	67
VIRTUAL TEAM BUILDING AND MANAGEMENT	21/09/2019	93
ANGER MANAGEMENT	23/09/2019	102
MOTIVATION	24/09/2019	226
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Microbiology	2
BSc	Geography	30
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
<p>The feedback mechanism has been institutionalized over time. Interactive sessions at different levels solicit opinions, suggestions and advice from students, parents, teachers, administrative staff, alumni, monastic members and so on. Forums like the Induction Session for the newly admitted students of the First Year, Open House, Mentor-Mentee System, Faculty Orientation Programme, Guardians' Meet, Alumni Reunion etc. nurture a desirable environment where openness and respect for each other is fostered. This is at the heart of and in keeping with the principles of good governance. A comprehensive and effective online feedback system on all aspects of college life (academic, hostel, administration, library, etc.) has been developed. The outgoing students of UG courses fill-up the feedback form online, and this is mandatory for them. All concerned Faculty are given a report prepared on the basis of the feedback. The names of the students are kept anonymous and confidentiality of the whole process is scrupulously maintained. The departments have adopted the MentorMentee System, and individual teacher-Mentors are entrusted with the responsibility of taking up issues relating to academic matters of the studentMentees of the class of which the particular teacher is in charge. A multi-tier structured feedback system ensures that all issues are identified and addressed in an ambiance of transparency, goodwill and in the interest of all stakeholders of the institution to the best possible extent.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	ACCOUNTING PROGRAMME	150	360	138
BCom	ACCOUNTING HONS	75	410	75
BA	ARTS PROGRAMME	500	1660	426
BBA	BBA	70	60	60
BCA	BCA	70	70	39
BA	BENGALI HONS	65	459	60
BSc	CHEMISTRY HONS	20	84	12
BSc	COMPUTER SCIENCE HONS	40	82	18
BA	EDUCATION HONS	40	181	33
BA	ENGLISH HONS	65	409	65
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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 fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1219	5	72	2	4

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (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
72	27	6	5	2	4
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

All students have the opportunity to communicate openly with the faculty members of the Michael Madhusudan Memorial College, who serve in various capacities at the College as well as members of different boards of Kazi Nazrul University. They take care of students' mental and academic health and acts as friends, philosophers and guides just like their parents during college time or even after that through mobile. Classical mentor-Mentee system provides assignment of teachers as mentors to a specific group of learners, which consists of students from a specific class which may be economical or academic. This process ensures that, if required, questions (even of a personal nature) that students ask teachers, etc., are kept confidential. On personal basis as and

when required psychological counseling are done by faculties on campus. Regarding academics, small class tests are taken by individual teaches and the problems in answer scripts are discussed one to one basis. This ongoing practice and practice form main table of the structured instruction system. As a buffer, especially in todays increasingly complex world, guardian meetings are organized on each departmental level to get aware of their family situation, behaviors and study at home to get an idea of students' round the clock challenges.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3532	68	1:52

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
69	68	1	21	13

2.4.2 – Honours and recognition 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
2019	Dr. Dipali Ghosh	Assistant Professor	2nd position in the 4th Regional Science and Technology Congress (Western Region) 2019
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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	BAHENG	6	08/07/2020	23/10/2020
BA	BAHEDU	6	03/07/2020	23/10/2020
BSc	BSCHCOM	6	03/07/2020	23/10/2020
BA	BSCHCEM	6	10/08/2020	23/10/2020
BA	BAHBENG	6	18/07/2020	23/10/2020
BCA	BCAH	6	10/06/2020	23/10/2020
BBA	BBAH	6	10/06/2020	23/10/2020
BA	BAP	6	Nill	23/10/2020
BCom	BCOMP	6	Nill	23/10/2020
BCom	BCOMH	6	Nill	23/10/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Reforms are being done in three ways- CIE is being taken in three modes- 1) Written Exams- to develop writing skills 2) Assignment based- to develop Composition skills 3) Student Seminar- To develop oral presentation skills

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

yes

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)

<https://madhusudancollege.in/wp-content/uploads/2021/08/2.6-%E2%80%93-upload-Student-Performance-and-Learning-Outcomes-.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BCOMH/P	BCom	Accountancy	166	123	74
BAH/P	BA	Arts	706	523	74
BBAH	BBA	Business Administration	60	60	100
BCAH	BCA	Computer Application	67	67	100
BSCH/P	BSc	Science	33	27	82
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://madhusudancollege.in/wp-content/uploads/2021/08/MMM-College-Student-Satisfactory-Survey-NAAC-Responses.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 year
Students Research Projects (Other than compulsory by the University)	90	MMM College	1	0.2
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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
NIL		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	0	0	Nil	Nil
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	HINDI	2	0
National	SANSKRIT	1	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
PHYSICS	1
MICROBIOLOGY	2
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	Nil	Nil	Nil	Nil
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nill	Nill	Nill	Nill
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	25	17	13	15
Presented papers	13	3	1	Nill
Resource persons	1	Nill	Nill	3
View File				

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 participated in such activities	Number of students participated in such activities
Distribution of Food- Covid Pandemic	MMM College and Durgapur Municipal Corporation	5	45
Personality Development Programme	Ramakrishna Math Ramakrishna Mission Belur Math, Durgapur	2	30
Health Awareness Programme	RED CROSS	15	55
World Environmental Celebration	West Bengal state pollution Control Board Durgapur	4	22
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	Nill
No file uploaded.			

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 participated in such activities	Number of students participated in such activities
Women	Organising	Women	2	36

empowerment programme (Gender issue)	unit/ agency/ collaborating agency DURGAPUR MUNICIPAL CORPORATION and SDO Office Durgapur	empowerment programme		
Tree Plantation	Organised by MMM college NSS unit	Tree plantation programme	20	45
AIDS Awareness	Red Cross	Awareness programme	12	55
Swachh Bharat	Organised by MMM college NSS unit	Swachh Bharat Abhijan Programme	5	55
Blood Donation	Organised by MMM college / State Blood Transfusion Council west Bengal	Blood Donation programme	20	62
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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
NA	NA	NA	0
No file uploaded.			

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	Duration To	Participant
Internship	Internship	Kahan Technology 13th floor M2 Block Manyata Embassy Tech Park, Bengaluru-45	22/08/2019	19/09/2019	Students (BBA)-2 (BCA)-2 (Comp (H))-1
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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/Activities	Number of students/teachers participated under MoUs
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Michael Madhusudan Memorial College and CSIR -Indian Institute of Chemical Biology	09/03/2020	Project submission to DST for Core research grant	1
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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
210	200

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Newly Added
Class rooms	Newly Added
Laboratories	Newly Added
Seminar Halls	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Newly Added
Video Centre	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Others	Newly Added
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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 patially)	Version	Year of automation
KOHA	Partially	20.11.04.000	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	19145	6058891	Nill	Nill	19145	6058891
Reference Books	793	256541	Nill	Nill	793	256541
Others(s pecify)	204	70000	Nill	Nill	204	70000

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4.2.3 – 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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
na	na	na	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	73	3	14	2	0	14	58	100	0
Added	2	4	0	4	0	0	2	0	0
Total	75	7	14	6	0	14	60	100	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
None	None

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
12	11.5	10	9.5

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)

Michael Madhusudan Memorial College has a set of established procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. ? Physical, Academic and Support Facilities: The College infrastructure committee headed by the Principal looks after the development, maintenance and utilization of the College physical facilities. These Committees are constituted to plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized. For maintenance of a clean campus environment, grade IV staffs are assigned to various jobs and duties - cleaning of all rooms, corridors, toilets, compound, etc. on regular basis. Skilled workers are hired for repair works relating to buildings, furniture etc. The Policy of the college is to fulfil and upgrade the infrastructural requirements as and when the need arises. ? Laboratory: There are ten

laboratories in the College. Each laboratory has one teacher as lab-in charge, a Lab Assistant and attendant. Lab in-charge is responsible to maintain and upgrade the laboratory with necessary equipments from time to time to cope with change in the syllabus. The laboratory equipments, specimens, and other necessary chemicals are purchased by the office of the principal and purchase committee as per the requirements of the teaching departments of the college. ? Library: The Library Advisory Committee with the Principal as the chairperson and librarian as member secretary along with two senior faculties tackle all issues relating to the smooth and efficient functioning of the library. At the time of admission students are issued digitized library cards which will be valid till their final semester. For maintenances of library infra-structure and facilities the library committee and administration have been given the responsibility to purchase, procure books, manuscripts and other materials, as per the recommendations received from the departments of the colleges. The departments of the colleges have a good stock of texts and references in their departmental libraries. For enriching of the library, the committee procures some good publications from national and international publishers. The library committee organizes reading sessions and competitions among students and teachers, appeals to and organizes students, teachers, alumni, guardians to donate books. ? Sports complex (indoor and outdoor): Our College has a standard ground including volley ball and basketball courts where outdoors sports activities are held. The sports committee of the College is in-charge of the sports complex and equipments. The committee supervises the Grounds-men and Grade IV staff assigned for maintenance and repair works. Students' union sport secretary and his/her advisor takes the responsibilities of the maintenances of the sport facilities. The necessary goods and sports articles are purchased by the office of the principal as per the recommendations of the sport secretary and the advisor of the Student Union of the college. Students with excellence and achievements are publicly felicitated and also supported financially to the extent possible. ? Computers: There are 54 computers in computer lab. Students utilise the lab as their needs. All repairs and maintenance expenses

https://madhusudancollege.in/wp-content/uploads/2021/08/4_4_2-Procedures-and-Policies-for-Maintaining-and-Utilizing-Physical-Academic-and-Support-Facilities.pdf

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	Financial Aid to BPL students, financially weak and meritorious students.	750	2437500
Financial Support from Other Sources			
a) National	Swami Vivekananda Merit-cum-means Scholarship (SVMCM), Kanyashree (K1K2), Aikyashree, West Bengal Backward Class Scholarship, Chief Minister Scholarship	721	67000

b) International	NIL	Nill	0
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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 implemetation	Number of students enrolled	Agencies involved
NIL	Nill	Nill	Nill
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nill	NO	Nill	Nill	Nill	Nill
No file uploaded.					

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	Number of grievances redressed	Avg. number of days for grievance redressal
Nill	Nill	Nill

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
NIL	Nill	Nill	BBA 2016-19> ICICI Bank, ECL Tele Performance, STR Group of Construction , Capgimini, Honda (Dealer). 20 17-20>Sunris e Movers Pvt Ltd. BCA Comp.Sc Wipro, CTS, TCS	146	20
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of	Programme	Department	Name of	Name of
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	students enrolling into higher education	graduated from	graduated from	institution joined	programme admitted to
2020	55	Bcom	ACCOUNTING HONS	0	0
2020	80	Bcom	ACCOUNTING PROGRAMME	0	0
2020	150	BA	ARTS PROGRAMME	0	0
2020	65	Professional	BBA	0	0
2020	55	Professional	BCA	0	0
2020	59	BA	BENGALI HONS	0	0
2020	18	BSc	CHEMISTRY	0	0
2020	29	BSc	COMPUTER SCIENCE HONS	0	0
2020	40	BA	EDUCATION HONS	0	0
2020	55	BA	ENGLISH HONS	0	0
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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)

Items	Number of students selected/ qualifying
Nill	Nill
No file uploaded.	

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

Activity	Level	Number of Participants
Saraswati Puja	Institutional	350
Birthday of Swami Vivekananda (National Youth Day)	Institutional	150
Republic Day	Institutional	145
Saraswati Puja	Institutional	900
Independence Day	Institutional	100
Social-Cultural event	Institutional	1500
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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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
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2020	Silver Medal-WAKO India Open International Kickboxing Championship	International	1	Nil	KNU19111002107	YUBRAJ KUMAR JHA (BCom)
2020	Bronze medal-WAKO India Open International Kickboxing Championship	International	1	Nil	111420661	SHILPA BARDHAN
2020	GOLD MEDAL ALL WEST BENGAL OPEN KICK BOXING CHAMPIONSHIP 2020	National	1	Nil	KNU19111002107	YUBRAJ KUMAR JHA (BCom)
2019	Gold medal-8th national Chess Boxing championship 2019, Kolkata.	National	1	Nil	111420661	SHILPA BARDHAN
2019	Silver medal-3rd Amateur world Chess Boxing championship 2019, Antalya, Turkey	International	1	Nil	111420661	SHILPA BARDHAN
2020	GOLD MEDAL- ALL WEST BENGAL OPEN KICK BOXING CHAMPIONSHIP 2020	National	1	Nil	KNU19111002107	YUBRAJ KUMAR JHA (BCom)
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Institutional election committee coordinated the election of student representative body through proper procedure. The General Secretary, an elected member directs the body. What is the role of the student union? Play an active

role in the development of students and institutions, Maintain academic etiquette among students and administration, Organize event observations, such as Basant Panchami (Saraswati Puja), Pachise Boishak (Rabindra Jayanti), Independence Day, Rakhi Bandhan, Teacher's Day, and organize, Annual social, Nabin Baran Socialize with the college students. Actively participate in the university's annual sports and annual cultural projects, actively participate in various social and outreach programs, such as awareness raising program, health and hygiene awareness campaign, tree planting program, blood donation camp, etc. Provide financial assistance to social and economically backward groups through college authority. The student union cooperates with college authorities when they need help. The Council is its representative in the administrative and academic institutions. The Secretary of the Student Union is a member of the Academic Subcommittee, National Service Program (NSS) committees and government agencies. When necessary, he also serves as a member of other committees. By participating in administrative and academic affairs, the council strives to ensure that it pays due attention to the interests of students.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

5.4.2 – No. of enrolled Alumni:

350

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

NIL

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 statement by taking into account the needs of the society -The institute is established as the center of excellence in the locality. The highest authority of the college is the governing-body which consists of Govt. nominee, University nominee, teaching representative, Nonteaching representative, and Students' representative. The management of the college believes in participative management where decision is taken unanimously by members of different stake holders of the college. Different committees like academic sub-committee, finance committee, purchase committee, anti-ragging cell, research and advisory committee etc. There are other committees like sports committee, cultural committee, where students take active participation.

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

Yes

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):

Strategy Type	Details
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Admission of Students	Fully online through college online portal, followed by counselling.
Industry Interaction / Collaboration	? In Microbiology department MOU was signed and project submitted in collaboration with CSIR- IICB Kolkata.
Human Resource Management	a) Faculties are motivated to develop themselves by participating in different workshops. b) Recruitment of permanent faculties are governed by the State Government. c) The college has made up the full-time staff shortage by Parttime, Contractual and Guest Faculties. d) The State Government has made all parttime, contractual and guest faculties as SACT(State Aided College Teachers) and made them permanent. e) The college encourages them for qualifying in the NET and SET examinations and to participate in Ph.D. programs. f) The college releases the teachers concerned for Refresher Courses, Orientation Courses, Workshops, Seminars and Conferences.
Library, ICT and Physical Infrastructure / Instrumentation	a) NLIST- INFLIBNET service has been purchased for browsing publication. b) Central library has been computerised installing KOHA software and Digital Space(D-Space) and equipped with e-books journals for student faculties and stuffs. c) Students' records are maintained in software basis d) e-cataloguing of books has been completed and resisted in KOHA.
Research and Development	a) Department of Sanskrit has organized workshop in the college b) In Microbiology department MOU was signed and project submitted in collaboration with CSIR- IICB Kolkata. c) Teachers are encouraged to submit minor and major research project. d) Information about seminars and workshops are provided to teachers and they are encouraged to participate in them. e) Faculties are advised to arrange national and international levels seminars, workshops and conferences.
Examination and Evaluation	Semester system examinations are taken according to University guidelines. Internal examination for both practical and theory are taken as continuous assessment procedure. Internal examination online has been done in the period of lockdown including viva-voce.
Teaching and Learning	a) Regular theoretical and practical

	classes are taken by chalk-talk system, as well as multimedia coaching techniques. b) Guardian and student feedback is taken yearly, c) Extra classes are taken for slow learners.
Curriculum Development	Complete CBCS(up-to 6th Se) curriculum for each course have been developed by respective syllabus committee. LOCF(Learning Outcome- based Curriculum framework) have been implemented for the 1st Sem for all the courses.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	a) Internet access is through WIFI system of the college. b) CCTV cameras are placed in nodal zones. c) Syllabus, classes, enrolment of the students have been done in Campus Technology.
Administration	All the e-governance in the areas of operations are being standardised using CAMPUS TECHNOLOGY cloud system. CAMPUS TECHNOLOGY is being allocated and organised in this session. This recognises and appreciates the desire and intent of MICHAEL MADHUSUDAN MEMORIAL COLLEGE, to create a digital and agile campus and is proposing to implement solutions. CAMPUS TECHNOLOGY is a state-of-the-art enterprise management information system that is proposed to MICHAEL MADHUSUDAN MEMORIAL COLLEGE to handle the Academic needs. This cloud based portal have been partially implemented and supposed to be fully operational in the next session.
Finance and Accounts	Govt. of West Bengal financial audit.
Student Admission and Support	Student admission form fillup, fees submission, semester fee submission, notice circulation are now online
Examination	Examinations are yet offline but evaluation and marks capturing are full online.

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
2019	Dr. Kirat		Gujrat	5000

	Kumar Ganguly	Carcinogenesis	University, Ahmedabad	
2019	Sarmistha Saha	Green Environment	BB College, Asansol	650
2020	Dr.Sribas Tikader	International Geographical Union	Barddhaman University	3250
2020	Dr. Rukaiya Saheen	Strimukti ka bharatia path	Gorakhpur University	2650
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	NA	NA	Nill	Nill	Nill	Nill
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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	From Date	To date	Duration
Orientation Programme	1	26/06/2020	24/07/2020	21
Orientation Programme	1	26/08/2019	16/09/2019	21
Orientation Programme	1	04/12/2019	24/12/2019	21
Orientation Programme	1	17/01/2020	02/02/2020	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
21	21	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Festival Advance	Festival Advance	Swami Vivekananda Merit-cum-Mean, Kanyashree, TATA fellowship.

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, Gove. Of West Bengal.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
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6.4.3 – Total corpus fund generated

0

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	Yes	IQAC
Administrative	Yes	Dept. of Auditor General, 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 Teachers Meeting is organized in regular intervals from where Parents' constructive suggestions are implemented on departmental basis,

6.5.3 – Development programmes for support staff (at least three)

NIL

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1) Academic building construction has been completed. Formal inauguration done. Classes have already started. 3) Complete Renovations of sewage system 3) Full-fledged configuration and implementation of Administrative and Student information system of CAMPUS TECHNOLOGY have been done.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
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 IQAC	Duration From	Duration To	Number of participants
2020	Twenty three Seminars by all depts. were organized on regular intervals in departmental , National and International levels to broaden student exposures which included internal external students, research scholars, and faculties. Initially started	24/01/2020	24/01/2020	24/01/2020	1200
2020	Weeklong workshops were organized by the dept. of Sanskrit	22/06/2020	22/06/2020	26/06/2020	75
2020	Project Proposal was submitted by Dr. Kirat Kumar Ganguly in collaboration with CSIR-IICB from the dept. of Microbiology	02/03/2020	02/03/2020	02/03/2020	2
2020	Academic Administrative Audit was done	28/02/2020	28/02/2020	28/02/2020	20
2020	Students Feedback was taken	20/03/2020	20/03/2020	25/03/2020	987
2019	Academic building inaugurated	04/09/2019	04/09/2019	04/09/2019	1500

	and regular classes were initiated				
2019	Learning Accreditation Management and Student and Information System online portal became functional and online classes were initiated with creation of courses, faculty registration, student registration, allocation of syllabus to faculties, autumn	30/03/2020	30/03/2020	30/03/2020	170
2019	Guardian-Teachers meetings were organized for all the odd semesters.	29/11/2019	29/11/2019	30/11/2019	82
2019	AQAR (2018-2019) submission was completed in due time	30/12/2019	30/12/2019	30/12/2019	10
2019	IQAC meetings on regular intervals	15/11/2019	15/11/2019	15/11/2019	10
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CRITERION VII – 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	Period To	Number of Participants
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			Female	Male
NO	Nill	Nill	Nill	Nill

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
1)Tenders have been decided to be published and called from different suppliers for setting up solar panel in the college premises 2)No response till now received from pollution control board for setting up solar panel, already contacted with said authority in last A.Y.2018-2019. Under consideration to proper authority. 3)No response received from WBREDA the matter is also under the process. Contacted the last A.Y.2018-2019. Searching for other sources.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nill
Provision for lift	Yes	Nill
Ramp/Rails	Yes	3000
Braille Software/facilities	No	Nill
Rest Rooms	Yes	3000
Scribes for examination	Yes	50
Special skill development for differently abled students	No	Nill
Any other similar facility	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	Nill	11/09/2019	1	Personality Development Programme	Ramakrishna Math Ramakrishna Mission Belur Math Durgapur	250
2019	1	Nill	08/11/2019	1	Health Awareness Programme	RED CROSS	65
2020	1	Nill	05/06/2019	1	World Environmental Celebration	West bengal state pollution	15

						Control Board Durgapur	
2020	1	Nil	20/06/2020	1	Distribution of Food-Covid Pandemic	MMM College and Durgapur Municipal Corporation	20
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
no	Nil	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Cultural event-annual social and prize distribution	08/01/2020	09/01/2020	2500
Annual sports day	18/12/2019	19/12/2019	250
Observance of the Republic Day	26/01/2020	26/01/2020	70
Observance of the Independence Day	15/08/2019	15/08/2019	65
Dept. wise Teachers' Day	05/09/2019	05/09/2019	230
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

i)Green Audit - Contacted the external Authority ii)Gardening - Done iii)Solar paneling for awareness of light and save electricity consumption and to maintain eco-friendly attitude of the organization discussion already done with some private agencies.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

<p>Activity was carried out on a large scale to clean Michael Madhusudan Memorial College (by NSS Department) campus and area around it in every Saturday. All plastic waste and garbage was cleaned thoroughly by the students and disposed it in an appropriate manner. • The college has taken many steps to minimize energy consumption. There are the Replacement of energy consuming tube light bulb with energy saving CFL. Tubes LED bulbs. • This Govt. aided College, true to its legacy of pro-poor-student attitude since its inception, has taken a firm resolve to extend all possible financial support to the deserving students and help them to realize their fond dream of acquiring higher education. • Necessary infrastructure including smart boards and LCD projectors, Wi-Fi facilities, e-resources have been enhanced / created to use ICT facilities optimally. Teachers have also been trained in the use of technology which has resulted in better teaching-learning. There are provisions for online submission and assessment of projects</p>
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Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://madhusudancollege.in/wp-content/uploads/2021/08/7.2.1-%E2%80%93-Describe-at-least-two-institutional-best-practices.pdf>

7.3 – Institutional Distinctiveness

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

• Michael Mdhusudan Memorial College (MMMC) has the Environment for twin upliftment: Knowledge and self-development. In addition to this MMMC has always taken up social responsibility time to time. To inoculate the value of generosity and a sense of social responsibility among the students, our Institution helps the needy and poor students by any manner. • Location of this college ,makes it best connected to all parts of Durgapur by cheap transport and its proximity to City Centre bus stand make it easy accessible to Asansol, Burdwan and Kolkata as well. • Well maintained huge Campus area of this college creates a good balance of greenery and structural facilities. • The free campus area has created future provision for new structural facilities like hostel and stadium, the initiative of which has already started with building of new Academic and administrative block. • As there are first generation learners who belongs to financially backward sections, MMMC always tries to serve them. A significant number students of this college come from rural areas with low economic background. Super cyclone storm Amphan hit West Bengal in the month of May, 2020 in addition to the COVID-19 pandemic. By giving general concession in admission and examination fees even upto 75 college helped students to come in the arena of higher education. • Moreover all the staff decided to contribute to Government fund raising for COVID-19 pandemic. Our college donated to Government fund. • To manage huge number of students and to help students with proper infrastructural and academic facilities this college runs in two shifts -Morning session for Commerce streams and General shift for other streams. This help students necessarily occupies the interaction with teachers and colleagues.

Provide the weblink of the institution

<https://madhusudancollege.in/wp-content/uploads/2021/08/7.3.1-%E2%80%93-Provide-the-details-of-the-performance-of-the-institution-in-one-area-distinctive-to-its-vision-priority-and-thrust-in-not-more-than-500-words.pdf>

8.Future Plans of Actions for Next Academic Year

1) Auditorium has to be renovated and redesigned 2) Conference room has to be completed and electrical gadgets has to be installed as needed 3) LMS has to be updated with faculty publications, and other details. 4) Class taking has to be fully initiated on LMS software after required configurations 5) Library books has to be procured 6) OPAC has to be fully configured and working