



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1. Name of the Institution

MAHISHADAL RAJ COLLEGE

- Name of the Head of the institution **DR ASIM KUMAR BERA**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **03224240220**
- Mobile No: **8597396828**
- Registered e-mail **rajcollegemahishadal@gmail.com**
- Alternate e-mail **mahishadalrajcommunitycollege@gmail.com**
- Address **P.O. and P.S. : Mahishadal,
Dist.- Purba Medinipur**
- City/Town **Garkamalpur**
- State/UT **West Bengal**
- Pin Code **721628**

2. Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **Vidyasagar University**
- Name of the IQAC Coordinator **Dr. Subikash Mookherjee**
- Phone No. **03224240092**
- Alternate phone No. **8597396828**
- Mobile **9432384180**
- IQAC e-mail address **iqacmrc@gmail.com**
- Alternate e-mail address **principal.mrc1946@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://mahishadalrajcollege.com/wp-content/uploads/2024/04/AQAR-2020-21.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://mahishadalrajcollege.com/wp-content/uploads/2024/04/Academic-Calendar-2021-2022.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	71.00	2007	31/03/2007	30/03/2012
Cycle 2	A	3.03	2016	05/11/2016	04/11/2021

6. Date of Establishment of IQAC

15/06/2008

7. Provide the list of funds by Central / State Government

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	NA	NA	NA	Nil

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of

[View File](#)

IQAC

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

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

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

- If yes, mention the amount

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

• The IQAC has significantly monitored the preparation of Academic Calendar for the session 2021-22. • It has also helped the Office in chalking-out different academic and co-curricular activities throughout the year, which ultimately paved the way for finalizing the College Activity Calendar. • The IQAC has played a significant role in auditing the academic progress of the PG departments and gave necessary suggestions for betterment. For appropriate implementation of the CBCS curriculum in UG courses, the IQAC has continuously monitored it throughout the year. The IQAC of the College took initiative to participate in NIRF ranking (for 2022) and to submit requisite data to AISHE. • Moreover, the IQAC has patronized significant infrastructural development at our second campus (DDU Kaushal Kendra) by utilizing the fund released by the UGC and Government of West Bengal.

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

Plan of Action	Achievements/Outcomes
To monitor regularly the teaching learning and evaluation process of the College through LMS	It is achieved as our faculty members did it with prudence and wisdom. Students didn't have any major complain on this.
To supervise the availability of sufficient academic and infrastructural facilities for the PG Courses.	It can be stated that the PG Course of Physics, as initiated this year, is running here without much difficulties. The outcomes are satisfactory.
To introduce 4 new Add-on courses at the College through online mode and run smoothly	We have successfully introduced 3 new Add-on courses this year through online mode and these were purely choice-based. Certificates were sent online to the successful students in due time.
To continue our linkage with existing industrial organisations through MoU and Agreements of Collaboration.	We have successfully continued our intentions to go with them for this session also.
To receive and successfully utilize the sanctioned fund from UGC for the academic and infrastructural development of our second campus	We have utilized the fund of Rs. 3099318.00 (UGC Grant) received in the previous year

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	22/12/2023

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Designation	PRINCIPAL
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2021	15/02/2022				

15. Multidisciplinary / interdisciplinary

The multi-disciplinary or inter-disciplinary approach to teaching entails combining knowledge, concepts, and methodologies from several disciplines to produce a more comprehensive and linked learning experience. It is one of the best approaches in teaching. Multi-disciplinary approach encourages teachers to make connections across many disciplines rather than teaching courses in isolation, enabling students to perceive the interconnection of information to get a better understanding of the world around them. This approach involves teachers working together across different topic areas to create learning activities that combine abilities, and subject matter from other disciplines.

All the stake-holders of Mahishadal Raj College give emphasis on multi-disciplinary approach to impart knowledge and put stress in that direction. Add-on courses are so designed to include students from every stream for participation in value-based and technology-based courses. As for example, students of Humanities are regularly encouraged to take part in the courses of Basic Computer Skills or Remote Sensing. Students of pure sciences are motivated to enroll themselves in the courses of Wild-life or Bio-diversity. Students of Social Sciences are encouraged to pursue add-on courses on Skill Development, entrepreneurship or Course on GST Practices.

16. Academic bank of credits (ABC):

Academic Bank of Credits (ABC) has been designed to facilitate the academic mobility of students with the freedom to study across the Higher Education Institutions (HEIs) in the country with an appropriate *credit transfer mechanism* from one programme to another, leading to attain a Degree or Diploma or PG-Diploma etc.

The registration of institutions and services will be a critical function of the academic bank of credit to run smoothly.

ABC shall deposit credits awarded by registered institutions into students' accounts. The Academic bank credit(s) can only be shared from institutions, not directly from the student. Only credits submitted by an authorized institution will be accepted for storage and validation by the ABC. Major features of this ABC are -

- It allows academic institutions to lodge and maintain the integrity of the credits

- It maintains the authenticity and confidentiality of student credits
- It allows easy credit transfer through digital mode and
- It emphasizes faster credit recognition

Mahishadal Raj College has accepted this new ABC system since NEP is imposed. However, till date, no student is found willing to move to other institutions with their credit bank. If situation arises, respective departments of the student(s) will do accordingly and guide them to shift to other HEIs of their choice.

17.Skill development:

India, at present is recognized as one of the youngest nations of the world with over 50% of population under the age of 30 years. It is estimated that by 2025, India will have 25% of the world's total workforce. *It is also estimated by the same year half of the Indian population will be of working age which could give India edge over other developed countries. However, this may turn into a disaster if a majority of the working age population remains unemployable due to lack of skills.*

Since the days of Indian Freedom struggle Mahishadal Raj College has a strong bonding and linkage with the community and society as a whole, in the age of liberalization and globalization the college authority realizes the need to diversify its activities and to use its rich infrastructure to cope up with the changing needs of time and has tried to harness the full demographic dividend of the country by offering low cost and high quality education locally, that encompasses both vocational skills development as well as traditional coursework, thereby providing opportunities to the learners to move directly to the employment sector. The efforts and conceptualization was immediately recognized when University Grants Commission (UGC), has offered to start *One Year Diploma Community College Programme* in Automobile Servicing and Health Care trade in 2014.

Mahishadal Raj College is among the first 50 Community Colleges in India, established by the Government of India in December 2013 under the supervision of University Grants Commission, to materialize the dream of '*Skilling India*' and expand vocational

studies at the college level following the guidelines of *National Skills Qualification Framework* (NSQF). In the very next year, Mahishadal Raj College has imprinted its name in the annals of history of Indian academics, when our Honourable Prime Minister, in his historic 69th Independence Speech has declared the name of the college as Deen Dayal Upadhyay KAUSHAL Kendra, a Centre of Excellence in Skill Development to give further push to vocational education on a even larger scale. The Centre got the approval to pursue *Diploma, B.Voc & M.Voc* Courses in *Health Care, Automobile, Medical Laboratory Technology, Hospitality Management and Retail Management & Operations* under the affiliation of Vidyasagar University. There are more than 850 hundreds students studying B.Voc. Degree Courses in the above mentioned trades each year.

Mahishadal Raj College is the only Government Sponsored College in the state of West Bengal to get the residential training programme of DDUGKY in December 2020. The Programme is fully sponsored by the Ministry of Rural Development & Panchayati Raj, Government of India. The college is also the registered Vocational Training Provider (VTP) of Paschim Banga Society for Skill Development (Government of West Bengal) for imparting skill based training in as many as 19 trades ranging from Agriculture to Health Care. The college has successfully trained more than 2000 candidates in numerous NSQF aligned short term courses under the Utkarsh Bangla Scheme of PBSSD. The College is also an *Approved Testing Centre* of SDI Scheme under DGT, Ministry of Skill & Entrepreneurship, Government of India.

Mahishadal Raj College has become the first Government Sponsored College in the state of West Bengal to become the official Training Partner of National Skill Development Corporation (NSDC) in the month of June, 2020.

The objectives of such partnership can be listed as -

- To create skilled manpower for industry requirements at various levels. To Include the Excluded, giving the best to the least
- Matching Education with Employment, thereby enhancing employability of the students.
- To work for co-ordination between the higher education system and industry to become a *Centre of Excellence for Skill Development* in specialized areas.

- Ensuring participation of Industries at all stages of training program to make them (a) Industry responsive (b) keep pace with technological advancements in Industry and (c) expanding its knowledge to produce improved workforce suitable for labour market emerging out of industrial scenario of the State.
- To up-skill general graduates of the college with some vocational skill as per industry requirement.
- To maintain '*Labour Market Information*' for respective regions in coordination with other government agencies and industry associations and

To develop and aggregate curriculum, content and learning materials for skills development in different sectors.

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

Indian Knowledge Systems (IKS) is an innovative cell under Ministry of Education (MoE) at AICTE, New Delhi. It is established to promote interdisciplinary research on all aspects of IKS, preserve and disseminate IKS for further research and societal applications. It will actively engage for spreading the rich heritage of our country and traditional knowledge in the field of Arts and literature, Agriculture, Basic Sciences, Engineering & Technology, Architecture, Management, Economics, etc.

Mahishadal Raj College is an integral part of Indian Knowledge System. We do sincerely patronise and upheld the true spirit of rich Indian heritage and culture for long. Here teaching is given in Indian languages, interactive sessions take place and students are motivated to perform their projects maintaining the values and ethics as prevailed in Indian culture. Online classes are organised regularly for moral up-liftment of the students by the faculties of Philosophy and Sanskrit departments, in collaboration with the IQAC of the College

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

Outcome-based education (OBE) is education in which an emphasis is placed on a clearly articulated idea of what students are expected to know and be able to do, that is, what skills and knowledge they need to have, when they leave the school system. It is sometimes also called performance-based education and is an attempt to measure educational effectiveness based on results rather than on inputs such as time students spend in class. The

student learning outcomes constitute the criteria by which curriculum is developed or redesigned, instructional materials are selected, teaching methods are adopted, and evaluation is conducted.

Faculties and students of Mahishadal Raj College are familiar with the method of Outcome-based Education (OBE). Focus is placed towards that end so that our students get prepared for their academic progression and job placement thereafter. Governing Body of the College and the IQAC always put emphasis in that direction. Results of the students are analysed periodically, feedback mechanism from every available corner is collected and taken care-off

20.Distance education/online education:

Distance Education "is a process to create and provide access to learning when the source of information and the learners are separated by time and distance, or both." In other words, distance learning is the process of creating an educational experience of equal qualitative value for the learner to best suit their needs outside the classroom.

This emerging technology is becoming widely used in universities and institutions around the globe. With the recent trend of technological advance, distance learning is becoming more recognized for its potential in providing individualized attention and communication with students internationally.

Mahishadal Raj College is a popular centre for Distance Learning Education. Students from different working groups and from remote areas used to come over here for their thirst of knowledge. Till recently, it is a centre of Distance Learning Education under the approval of Directorate of Distance Education (DDE) of Vidyasagar University (V.U.). Latest by this year (2022), there were two Post-graduate Courses in Bengali and English respectively, which were completed successfully. Previously, till 2019, eleven PG courses (Bengali, English, Sanskrit, Applied Mathematics, Environmental Science, Chemistry, Zoology, Geography Commerce, History, and Political Science) were introduced at this centre time to time and run smoothly. Later, the university authority thought otherwise and the DDE courses were discontinued.

Extended Profile

1.Programme

1.1	45
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	3967
Number of students during the year	
File Description	Documents
Data Template	View File
2.2	1259
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	1120
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	137
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	144
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	78
4.2 Total expenditure excluding salary during the year (INR in lakhs)	98.23
4.3 Total number of computers on campus for academic purposes	116
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>The institution adheres to the centrally created routine for undergraduate and post graduate classes for effective curriculum delivery and completion of syllabus within the stipulated period of a semester. The syllabus is distributed at the beginning of each semester and students are intimated accordingly. Academic Modules are meticulously maintained by teachers so as to keep a record of the time frame within which the topics allotted to individual teachers had been taught. Regular classes, Tutorials and Remedial Classes are conducted for the benefit of students. Invited lectures, Seminars/Webinars, Students' Seminars and Academic Tours were conducted to enrich the teaching-learning process. Guest teachers were invited by the department to ensure successful completion of the syllabus at the PG level. A system of Student Mentoring is followed to give individual attention to each student. Apart from the traditional/Chalk-and-Talk Method, audio visual aids, power point presentations are used for effective curriculum delivery. Students are also encouraged to actively participate in seminars/webinars, related to their subject of study and inter-disciplinary topics and prepare wall magazines reflecting their understanding of a topic taught in class or having social relevance. Academic audit is regularly conducted by</p>	

IQAC to maintain standards of curriculum delivery.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The Academic calendar, prepared by the academic committee, ensures a systematic routine for curricular and extracurricular activities throughout the year. The College is affiliated to the Vidyasagar University and abides by the dates of examinations fixed by the University for the different Semesters. The Academic Calendar provides tentative dates for the commencement of sessions, internal and University examinations, holidays according to the Government of West Bengal Holiday List and institution-level events like Intra-College Fest, Annual Sports Day, Annual Fest, Annual Prize Day and so on. Vacations and session breaks are also mentioned in the Academic Calendar, especially for the benefit of outstation candidates. But for pandemic till February 2022 everything was conducted online. The College strives to adhere to the Academic Calendar with utmost sincerity so that students, teaching and non-teaching staff remain aware of upcoming events. The process consists of class tests, internal assessments and tutorial projects. Besides the assessments of the CBCS curriculum, individual teachers take revision tests and set assignments in order to evaluate the understanding of students on the topics taught. Remedial Classes and Mentoring classes also enable the teachers to clarify doubts, pay individual attention to students and assess their progress.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the

A. All of the above

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

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

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

8

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

910

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

910

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The College lays immense emphasis upon imparting holistic education to its students. The teaching-learning process is further enriched by laying emphasis upon incorporating discourses on Ethics, Gender sensitivity, importance of conservation of Environment and the need for Sustainability. This is effectively done in two ways: (a) Apart from Core courses related to the mentioned topics some departments have opted for Discipline Specific Electives and skill enhancement courses that have the pre-mentioned points directly as part of the CBCS curriculum and (b) departments organize seminars/webinars, lectures, that impart knowledge about the afore-mentioned values. The Women Cell and the ICC address the complaints received if any as early as possible. Workshops and Seminars are organised under their every guidance in consultation with IQAC. The Anti Ragging Cell and the Prevention of Sexual Harrashment Celle are also remain vigilant to address the problems raised. Four NSS units remain active in organising

programmes for environmental sustainability.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

27

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

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

46

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above
File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://drive.google.com/drive/folders/1Ou6yBs2ikwGZTRiodkvas0bKSMMsyc3n
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
2786	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of	

supernumerary seats)

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

418

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

In the Session 2021-22, teaching-learning had to be done through online mode using Google meet and Zoom at some point of time due to continuing Covid 19 pandemic, but mostly offline teaching could be arranged at the college, especially during the even semesters. Tutorial classes were held for enabling proper understanding. Remedial classes were arranged for slow learners as per requirement. Mentoring classes also tried to ensure individual interaction between students and teachers. The scopes of improvement have also been discussed with the students in the mentoring classes. Doubt clearing sessions were also arranged for them. Advanced learners were encouraged to take part in various webinars, workshops and seminars so that they can listen to eminent scholars and enhance their knowledge and skill. They were also motivated to participate in group discussion, essay, poster, quiz competitions organized by the college and other institutions. The advanced learners of various courses were encouraged to attempt different national level entrance examinations.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1858	137 (143 including visiting faculties)

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

One of the primary objectives of the IQAC is to ensure that all academic activities must enrich our students in a great extent in their learning process. Faculties are encouraged and motivated to assess and evaluate their respective students through varied ways like home assignments, group discussion, mock classes, presentations and seminars. In each laboratory there is proper arrangement for board work to discuss on the theoretical background of the experiment. Tutorial and practical classes, whenever possible, are designed to help out students in writing answers and conducting experiments. During the pandemic period our departments have endeavoured their best to maintain the curriculum and achieve the outcome through online mode. Excursions and field visits are also regularly organized but during 2021-22 such activities were restricted due to the pandemic . The department of Zoology, however, organized a 10-day long excursion to Kanyakumari in South India, maintaining all Covid protocols, which included 57 students in early part of 2022; and they have done a great job in the field of academic projects.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

Realizing the increasing importance of ICT enabled tools in making the teaching- learning more effective, teachers of Mahishadal Raj College always endeavour to make the best use of technology. In the session 2021-22, due to continuation of pandemic some online classes were taken by the teachers using Google Meet, Zoom etc. Teachers shared online study- material through email and whatsapp which became very useful to the students as they could not visit the libraries due to the pandemic situation. Youtube assisted learning was also being practised and audio lectures recorded by

teachers of some departments in voice recorders were shared. During the session, whenever offline classes became feasible, classroom teaching assisted by ICT tools are resumed. Teachers used laptops and LCD projectors in classroom to make it easier for students to understand a subject, especially in the Science stream. When offline classes resumed, smart classroom, smart board and microphone were used for teaching with the help of PPT. Students' seminars are also organized where self-prepared power point presentation on selected topics were encouraged. Like every session, the college library regularly provide students computers with internet facility for accessing e-journals and e-books. Well-equipped computer laboratories of this college also assist ICT based teaching.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

137

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

137

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

32

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

1342

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The College has a regular, robust and transparent system of internal assessment for every course offered under CBCS, following the regulations of the Vidyasagar University. At the commencement of academic session 2021-22: various rules and regulations, schedules and durations of classes and exams, question pattern and marking system are clearly explained to the students. If a student fails to appear in any internal examination for some valid and inadvertent causes, necessary arrangements are made to conduct separate evaluation of an absentee candidate. Transparency and security of the evaluation process are ensured at every step. The marks obtained in these assessments are displayed in the final mark sheets. Furthermore, other assessments like class tests and quizzes were conducted prior to the University Level Exams to evaluate the progress of the students. The results of these assessments were duly intimated to the examinees along with suggestions for improvement and doubt-clearing. Students were regularly made aware of their mistakes and were advised to rewrite answers and send them to the concerned teachers so that they are able to check whether the mistakes are properly understood and rectified by the students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

Just like every session, in the session 2021-22 also, the college has maintained a proper and efficient mechanism to deal with any kind of examination related grievance. If any error or discrepancy in students' result is reported, teachers and administrative staff take immediate care of it and efforts are constantly made to redress students' grievances. The College provides all necessary supports if a student wants to apply for review at University Level Examinations. Upon a proper RTI application, students could have a look at the photocopy of their answer script. In case, any marked difference is found in students' class performance and exam results, teachers endeavour to find out the cause and discuss the matter. There is also a Grievance Redressal Cell where students' grievances can be reported and immediately taken care of. Principal of the College and Academic Committee also hold special

meeting on results and discuss if any grievance had been found. Feedback is also collected from students and parents and their suggestions are noted. Students are encouraged to share their problems with their mentors to take proper measures to redress grievances using the mentor-mentee meetings.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Effective teaching-learning makes it necessary that both the teachers and students are informed clearly about the Programme Outcome (PO), Programme Specific Outcome (PSO), and Course Outcome (CO) of the programmes offered. The clarity in understanding contents, scope and limitations (if any) of programme or course enables the faculty to plan for entire teaching process and to execute the lecture delivery in an efficient manner. In session 2021-22, the learning outcomes of the courses offered were highlighted at the outset on the college website and prospectus to make all the stakeholders, especially the students, aware of the objectives of the different courses offered and specific learning outcomes that are expected from each course when they become graduates. The Admission Committee, with its online services, helps the students to understand the programme and course outcomes so that the decision making process of the students while choosing their courses becomes streamlined. At the beginning of the course, each department in its induction programme emphasizes the programme and course outcomes. During faculty meetings in the department and after the completion of each paper/unit, the outcomes are reviewed.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

By monitoring the attainment of program outcomes and course specific outcomes, the college regularly evaluates whether the students are able to achieve their learning goals. An Academic Calendar drafted centrally based on university guidelines and a Teaching Plan prepared at the departmental level ensures that the lectures/classes are oriented towards the fulfilment of course outcomes and the syllabus is completed on time. Regular departmental meetings to monitor the progress of the teaching-learning process are executed. Direct methods to assess the learning outcome of the students are done based on their performance in-class tests, group discussions, student seminars (during the even semesters), and internal assessments. Remedial lectures are also provided so that students can keep pace with the expected outcome. Finally university level theory and practical examinations help in measuring the attainment level. Each department endeavors to monitor if there is any marked difference in class test results and university level performance. Regular survey and analysis of students' placement, progression into higher education, qualifying in competitive examinations also enable the departments to measure the attainment of PO and CO. College also takes feedbacks from students and parents. The college has an active Career Counseling Cell which organizes seminars, webinars, workshops on job opportunities and arranges campus placements, in collaboration with the IQAC. Subject specific career-counseling is conducted for better outcome of the programs. Mentoring of students is done for suitable placement in jobs and higher education.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

1120

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://drive.google.com/drive/u/1/folders/1k0Xo86XRug0Gm46440-KvX8-SHWNQGB7>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

9

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

22

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

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

21

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

3.3 - Extension Activities

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

The world pandemic due to COVID19 during the session 2020-2021 and the consequent lockdown has a major impact on social activities.

However, Mahishadal Raj College has active NCC and NSS units, and they accomplish their social responsibilities even during the lockdown period maintaining the COVID protocols. Different online events were organised for COVID awareness. The NCC units have distributed masks and sanitizers to the residents of the villages and neighbourhood of the college. The Independence day and republic day were celebrated maintaining the COVID protocols. The tree plantation programme and cleanliness drive (Swachha Bharat Abhiyan) were also organised to aware people regarding eco-friendly societal development.

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

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

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

6

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

274

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

9

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

23

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The 76 years old heritage institution continues its legacy of teaching learning process through updated and equipped modern facilities in the campus of 11717.42 sq. metres with five buildings. The libraries and laboratories along with computer centre, class room teaching, seminars, conferences and workshop join hands to achieve academic excellence. The Laboratories are updated with regular development Grants received from Government (State & Central). 08 classrooms with ICT facility are used for teaching purpose and the classes are scheduled for optimal utilization of the available physical infrastructure. Newly setup Science Research Centre for Science facilitates to exchange of resource among departments thereby promoting higher studies and research activities among students. The Central Library switched over to KOHA ILMS from SOUL in the last year. The users can access web OPAC through KOHA ILMS any time. The Central Library is Open access and partly computerized with library software KOHA, 18.11 Web Version. The Central Library is almost inching towards fully automation. Computer Network Centres are updated with current version of System software and the hard-wares are also updated as per needs. Support facilities include a well-maintained canteen, auditorium, lift, NNS room, open ground for Yoga in the College premises, sports room, swimming pool and a Gymnasium.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

The institution gives utmost importance to the overall development of the students and organizes various sports, games, and cultural activities on campus regularly. College has a gymnasium equipped with bi-cycle, twister, chest expander, trade meal etc. and prayer hall for exercise and yoga for the students. The Annual College Sports is held in January/ February every year in the sports ground. The college has a badminton court and two sports rooms equipped with carrom, chess, a table tennis board and other sports equipments. The college also provides for regular practicing of various throw and jump events. As far as the physical fitness section is concerned, the Gymnasium offers the students with various types of equipments. In the ground floor of Debaprasad Garga Bhavan, there are two common room for Girls and Boys contain Carom and Chess, a table tennis board and other sports equipments. A dedicated Union Room for the apolitical Students' Committee of the college works in organizing various cultural and social activities. The college has organized Volley Ball fair match between Teachers and Students the Quiz and Debate, Cultural Competition throughout the year and at last Annual Prize function.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

8

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

8

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

91.62

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

4.2 - Library as a Learning Resource

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

- Name of ILMS software: KOHA
- Nature of automation (fully or partially): Partly
- Version: Web Version 18.11
- Year of Automation: 2015

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-

B. Any 3 of the above

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

0.21280

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

55

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The Departments are connected with Broadband (BSNL) internet and are updated regularly. During the period of 2015 - 2017, the

college was using 40 mbps bandwidth of internet speed in the campus and it was enhanced to 100 mbps bandwidth since 2018-2019. Faculty and Students can avail the Wi-Fi facilities 24x7, 365 days with a common user-Id. The easy access to the internet from every Department gives better opportunity in the teaching learning process. The existing Smart classrooms equipped with ICT facility and internet connection are in frequent use in the teaching learning process. The Office is using the updated facilities of technology to carry out the administrative works. Initially the Wi-Fi facility was provided to the Administrative Building and the Library. Very recently the Auditorium Hall is also brought under the same facility.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

116

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

70.98

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

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

The 76 years old heritage institution continues its legacy of teaching learning process through updated and equipped modern facilities. The class routine is scheduled for optimal utilization of the available physical infrastructure. The Laboratories of the Science Departments are updated with regular development Grants received from Government (State & Central). Departmental and central libraries have open access to the students. The college has carried on activities throughout the year holding competitions and exhibitions and Annual Prize function. Seminars and workshops in different disciplines keep the students well aware of the advances in science and humanities. Career counselling is done regularly for the outgoing batch to keep our students updated about possibilities in placement. The Girls' and boys' Hostel are always maintained on regular basis.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2436

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

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

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

141

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
61	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
61	
File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
5.2 - Student Progression	
5.2.1 - Number of placement of outgoing students during the year	
5.2.1.1 - Number of outgoing students placed during the year	

61

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

190

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

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

10

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

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

A student council unit is present in the college that contains students from various departments (including UG and PG sections) of the college. The students of this unit are divided into six categories based on their activities. There are six activity clubs: Vocal Music Club, Dance Club, Art Club, Photography Club, Creative Art club, Magazine Club, Science Club, and Sports Club. Each of these clubs organize different types of events and competitions throughout the year according to their jurisdiction. There are student representatives in the college administrative body, e.g., academic board, Governing body, Admission Committee, Anti-ragging committee, Prevention of sexual harassment cell, Grievance redressal cell, etc. The student council unit also organize medical camps, e.g., Thalassaemia awareness camp, Blood Grouping camp, etc. They also organize freshers' welcome for first year students and farewell to the final year students. However, in the session 2021-2022, most of the activities were postponed due to COVID19 and consequent lockdown.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

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

The institution has registered Alumni Association.

Number of enrolled alumni. 710

Alumni contribution during the year (in rupees): Nil

Activity:

a) COVID Awareness camp is arranged in the village and neighbourhood of the college.

b) Manufactured and Distributed Sanitizer Spray and masks to the localpeople with the help of Chemistry Department.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision of the institution is to provide: Value-based education to develop a sense of responsibility, patriotism, social and environmental awareness amongst students and to create intellectually stimulated , technologically trained and empathetic citizens, To identify the inherent potentials of students and enhance these competencies to enable them to meet the challenges in their chosen field of work. The mission of the institution is to provide -Wisdom, Values and Progress. Founded by the Mahishadal Raj during the days of fierce freedom movement at Mahishadal to enable the poor mofussil boys and girls to promote their higher studies at a very low cost and to bring prosperity in the area, the college to-day is also committed to providing excellence in education in order to empower the rural youth with breadth of knowledge and depth of experience that provide meaningful contribution to their career and also to the community. For this purpose, during the last six decades, the college geared all its academic and extension activities in this direction. The college always tries inculcate a creative, socially aware and ethically sensitive self among the students by emphasizing on the co-curricular activities, focusing on the mental health and well-being of the students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Academic Committees: These include Academic sub committee, Research sub committee, Routine Committee, Ethics & Value Education Course Committee, Multi-Facility Centres for Arts & Science subjects.

Students' Section & Support: These include Admission Committee, Anti-Ragging Cell, Career Counselling, Grievance Redressal Committee, Feedback Committees, Committee for Prevention of Sexual Harassment

These committees act as the interface between students and the College administration.

Scholarships & Funds: There are separate committees like Students aid fund Committee.

Students' Activity Cell: To give students the opportunity to hone their co-curricular and extracurricular skills like cultural committee.

NSS: The College has an extremely active NSS Cell.

In addition to the above-mentioned committees, there are also Cells like the IQAC

- The Governing Body.
- Finance Sub-Committee.
- Purchase Sub-Committee.
- Building Sub-Committee.
- The Teachers Council etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- The institutional Strategic/ perspective plan is effectively deployed
The College has a well-structured curriculum development

process, with the Principal serving as the academic and administrative head of the institution. Academic matters are decided by the Principal in consultation with the Academic Council, the IQAC, and all Heads of the Departments. The major policies of the College are set by the Governing Body. Prospective policies

? Continuous revision of syllabus and upgradation of teaching learning process. ? The IQAC is vigilant in maintaining quality standards ? To complete total automation of admission, administrative processes and student database. ? To ensure Infrastructural growth in terms of classrooms, Laboratories, Books, Computers and instruments. ? Establishment of modern, well-decorated seminar hall? Total automation of the library and library up gradation ? To introduce new skill based courses ? To improve the teaching learning methods based on feedback ? Provision of mentorship by faculty members to look into overall expectations of students, the primary stakeholder.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The administration of the college runs as per rules and regulations laid down by the Department of Higher Education, Government of West Bengal. The Governing Body is the highest decision-making body of the college, comprising of the Principal, teaching, non-teaching and student's representatives, government and university's nominees. Principal is the administrative, financial and academic head of the institution. Under his stewardship following bodies or cell work. Office of the Principal is engaged in different administrative and financial functions. There are 27 academic departments in the college engaged in the teaching-learning process. Internal Quality Assurance Cell monitors a large number of issues associated with teachers and students, specially focusing on the academic affairs. Teachers' Council comprising of all the teachers of the college is engaged in different administrative, academic and co-curricular activities through various committees. There are some Special Duty Cells,

mostly defined or suggested by the constitutional bodies like UGC, such as Students' Grievance Committee, Anti-ragging Cell etc. These cells are engaged in works beyond the regular activities of the college. Library plays a pivotal role in the academic sphere of the college. Students' Body acts as a students' mouthpiece.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The teaching and non-teaching staff of the institution have access to all the welfare measures initiated and approved by the Higher Education Department, Government of West Bengal. The key welfare measures are:

1. General Provident Fund
2. Pensionary benefits, Gratuity and Leave Encashment
3. Child Care Leave, Medical Leave besides Casual Leave

4. Government Health Scheme for employee and his/her family

5. The teaching and non-teaching staff are also granted On Duty Leave to attend Professional Development and Administrative Training Programmes respectively.

6. There is a Performance Appraisal System for teaching staff through the annual Self-Appraisal Report (SAR) and a separate appraisal of the non-teaching staff by the IQAC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

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File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

6

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

13

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Appraisal for the teaching staff: The performance appraisal system for the full-time (substantive post) teaching staff is governed by UGC- Career Advancement Scheme (CAS) guidelines. This is based on the Performance Based Appraisal scheme proforma submitted by the

faculty seeking promotion. The proforma considers an individual's teaching-learning related contributions, research related activities, examination and evaluation-related assignments, support in administrative tasks. On successful performance in each of the stipulated categories, the promotion is granted to the faculty member through evaluation by screening and selection committee as and when applicable. To facilitate the process and ensure its smooth functioning, the college has constituted a dedicated committee under the monitoring of IQAC for CAS. Moreover, departmental Heads used to look after the academic performance of their respective departmental colleagues and asked them to improve their academic performance index.

Appraisal for the non-teaching staff: A separate standardized appraisal form is utilized for the purpose of performance appraisal of the non-teaching staff of the College. During the closing part of every academic year, the Head Clerk of the College used to fill up the form to evaluate the performance of each NTS. The criteria for evaluation comprise job knowledge, skills, quality of work, compliance to deadlines, inter-personal skills, planning and organization, instant decision making, initiative and complying safety measures.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

The college conducts internal audits regularly by IQAC. Internal audits are done for non-government funds. As the audit of the government funds are prerogative of the state government. Internal Audit has been done on the expenditure of the PG departments by Departmental Heads and some committees engaged in different administrative, financial, academic and co-curricular activities. All these departments spent money either received from the different non-government fund maintained by the IQAC or earned on various occasion from subscriptions, donations, advertisements etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

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

The College generates revenue by running UG and PG programmes and from imposition of various Add-on Courses (with certificates). Currently, there are twenty-two (22) Add-on / Certificate Courses being conducted in the College in addition to the conventional UG/PG courses. We are always thankful to the UGC, the MHRD and MORD for their grants which are received by us time to time. The State Government is an additional source of funds. The human resources of the college include full-time teaching staff, and permanent and casual non-teaching staff members. Mobilization of funds is essential for staff recruitment, employee and student welfare, sustaining research, and infrastructural upgrading such as air-conditioning and ICT-enabling classrooms. Generated funds and grants are utilised under four major heads:

1. Sustenance of human resources
2. Infrastructural development of the college
3. Research and development activities

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

The IQAC has supervised the introduction/continuation of Value-Added Certificate Courses. It has also facilitated inter-institutional collaborative initiatives for academic interest. All these initiatives of the IQAC are essential steps towards quality enhancement of the teaching learning process. As a parallel process of the regular academic activities the IQAC planned for a series of seminars involving all academic departments. The topics of the seminars/ workshops covered multifarious dimensions organized by the departments of the college either jointly or individually and also by NSS/ Career Counselling Cell etc. Teachers and students were benefitted by these programmes and acquired the skill needed to combat the new situation. Under the supervision of the Teachers, students organized seminars on different topics within or outside their syllabus.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Initiatives are taken to make the campus ragging-free and develop favourable environment for learners to acquire knowledge and skills, exchange ideas, resources, develop critical thinking skills and problem-solving abilities; Improvement in classroom set-ups, advanced laboratory infrastructure, encouraging critical thinking during project work, development of additional diploma /language / soft skills / certificate programmes; Automation of admission procedure, digital systemization of learning,

development of ICT tools to enhance teaching learning process; Academic Subcommittee coordinates the teaching plan; IQAC seeks monthly reports from the Academic Subcommittee to analyse the progress of all departments and suggests areas of improvement; Remedial classes are taken for the slow-learners; For promoting high quality research, applications for funds and grants are regularly encouraged; Research seed grant proposals have been submitted by the faculty members and are awaiting approval; a journal have been already published. MoUs are being signed with research institutions, colleges and universities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

i. Women's Day Celebration - A seminar was organized on the occasion of International Women's Day on 08.03.2022 where Dr. Nabanita Bag Maiti and Prof. Sampa Mondal (Das) delivered talks on gender issues.

Dr. Nabanita Bag Maiti delivered a lecture on "Women in Vedic Literature" and Prof. Sampa (Das) Mondal spoke on "Gender and Sexual Politics".

ii. A online workshop was conducted by Smt. Seuli Das, Panchayat Samiti and GB member, sensitizing students about gender discrimination and how to combat it on 26th January, 2022.

iii. An extension lecture on "Women, Property Law, and Gender Budgeting" was delivered by Dr. Anindita Basu Chowdhury, Associate Professor of Economics, Panihati Mahavidyalaya, online on 6th September, 2021.

iv. SDPO, Haldia conducted online workshop about the protection and safety of women on 16.08.2021.

v. NSS organized an online seminar on "Freedom, Rights, and Justice of Women" by Prof. Haripada Maity, former faculty of Mahishadal Raj College and senior IQAC member on 29.07.2021.

File Description	Documents
Annual gender sensitization action plan	<u>The college has a functioning Grievance Committee, Women's Cell and Internal Complaints Committee that resolve complaints filed by students promptly. CCTV cameras and security guards prevent any unfair activities on campus. The hostels also are protected spaces guarded by wardens, security guards, and CCTV cameras. There is a designated common room for girls which displays helpline number of the Women's Cell of the police department as well as the college's helpline number.</u>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<u>a. Safety and security - YES - CCTV cameras b. Counseling - YES - Womens' cell c. Common Rooms - YES d. Day care center for young children - YES e. Any other relevant information</u>

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above
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File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

The college is aware of the process of collecting and treating the solid wastes. For disposal of degradable and non- degradable wastes, separate colour coded bins for dry and wet waste have been installed in the college premises. Efforts have been made by the college to educate students and staffs on proper waste management practices through lectures and advertisement on notice boards.

There are two 50 litres bins on each floor, one for biodegradable waste and the other for non-biodegradable waste. Non-biodegradable waste is handed over to vendors and biodegradable waste is converted to compost for medicinal plants. For the liquid wastes, the college has septic tanks which takes care of the liquid wastes and ensures that such wastes do not pose any hazard. Hazardous chemicals used in the laboratories and the harmful waste generated there are carefully handled and not allowed to mix with general waste of the college. E-wastes generated from the college are collected by Hulladek Recycling Private Limited - a company committed to the collection and recycling of e-waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The college boasts of having students across different caste, class, linguistic community and creed. To provide an inclusive environment, the institution celebrates International Mother Language Day (21st February), and Rabindra Jayanti (8th/9th May) every year to foster the minds of young students learning tolerance and respect for different cultures and languages.

The NSS unit is actively involved in aiding the socially and economically underprivileged. The college has adopted five villages. Students from the college, under the aegis of the NSS unit regularly visit these villages to understand their diverse socio-economic conditions. Students also undertake regular field trips as part of their curriculum to understand different communal and linguistic communities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

Mahishadal Raj College is a rural model where a majority section of the students belong to SC, ST, OBC, and other minority communities. The college periodically organizes seminars to sensitize students about minority communities so as to stop

discrimination against them. Compulsory courses on Environmental Studies sensitize students about environmental ethics and prepare them to be environmentally responsible citizens. Days of national significances are commemorated through workshops and seminars to make the students aware of their duties as citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

A. All of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

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

The institution celebrates days of national and international significances. Days related to environment, feminine health, India's history, linguistic diversity, history of college, etc. are celebrated with sincerity.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice 1:MANAGING WASTE AND PRESERVING WATER

Best Practice 2:DISTRIBUTION OF MASKS AND SANITIZERS TO COMBAT COVID-19 PANDEMIC

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

The college aims at offering appropriate emotional counselling to students so as to enable them to face the highs and lows of life with mental strength and emotional stamina. Students are counselled constantly to help combat stress induced by failed relationships so that such events do not hamper their education. Such counselling sessions help them face personal and professional failures in life with grit. Regular yoga sessions are held in the college for the mental and physical well being of the students. The college regularly collaborates with Bharat Sevashram Sangha and Ramakrishna Mission to organize meditation camps for the students to increase their concentration. Industrial partners like AMRI and Pantaloons send dignitaries to conduct sessions on entrepreneurship as well as sessions to deal with business failures.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1) Focus on academic excellence

2) To facilitate continuous upgradation and updation of knowledge and use of technology by faculty and students

3) Different steps for the quality initiatives of Academic and administrative concern through e governance at the institution level.

4) Upgradation of library facilities through online access of journals and e-books to teachers and students.

4) To promote blended mode of learning during vacations and holidays.

5) To organize more in-person seminars and lectures in order to introduce students to different resource persons.

6) To make the college more eco-friendly.

7) The pandemic had affected different components of education such as field-trips, hands-on workshops, etc. The aim is to bring back such participatory forms of education.

8) To start Research Centre in Humanities to promote research in Humanities among the students.