



YEARLY STATUS REPORT - 2022-2023

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 / SAMIR KUMAR PATRA	
• Designation	PRINCIPAL / TEACHER-IN-CHARGE	
• 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 /Constituent	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 Email 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-2021-2022.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-2022-2023.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	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> 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	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>• The IQAC has significantly monitored the preparation of Academic Calendar for the session 2022-23. • 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 2023) 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.</p>		
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 all the PG Courses are running here without much difficulties. The outcomes are satisfactory.
To introduce 9 new Add-on courses at the College through online mode and run smoothly	We have successfully introduced 9 new Add-on courses this year and these were purely choice-based. Certificates were distributed 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 received an amount of Rs. 685512.00 as NSDC assistance during 2022-2023 and were able to utilize only Rs. 61500.00 for the development of our skill hub. Hopefully, we shall be able to utilize the residual amount during the next financial year.

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

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

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022	22/02/2023

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 was 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 was a centre of Distance Learning Education under the approval of Directorate of Distance Education (DDE) of Vidyasagar University (V.U.). Latest by 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 4137

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 1263

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 1140

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 136

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

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	4137
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	1263
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	1140
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	136
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	82
Total number of Classrooms and Seminar halls	
4.2	185.91
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	121
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Curriculum development isn't in the purview of the College; it is designed by the affiliating Vidyasagar University, and it is to be implemented by the constituent colleges. However, curriculum dispensation is the job of the Institution. Most of our senior faculties are members of the 'Board of the Studies' and actively participated in the curriculum development for the University. They also collect suggestions from other faculty members of their respective subjects. The Routine Committee prepares the Time Table (UG & PG) for the present academic session which is distributed to the respective Heads of the Departments. The Principal, Coordinator of the IQAC and the Convener of the Academic Development Sub-committee conducted a meeting at the beginning of the session to discuss the strategies for effective implementation of curriculum like fixing the schedule for Internal Assessment, evaluation, teaching-learning implementation of PO & CO etc. Departmental Heads conducted meetings for preparation of departmental time table and distribution of syllabus. Following

the class routine & topics allotted, respective teachers prepared their Annual Teaching Plan and conducted their online/offline classes accordingly. The Institution has been forming its Academic Calendar for better understanding of students. This calendar is prepared at the beginning of each academic year. Each department gives its inputs and a list of experts to be invited, details of relevant activities to be planned which are all incorporated into the Academic Calendar. Tentative dates for exams, annual day, sports day, are assimilated in this calendar.

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	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)

9

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

1600

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

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 Harassment 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
Institutional Data in Prescribed Format	No File Uploaded

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

232

File Description	Documents
Any additional information	View File
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

B. Any 3 of the above

from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://drive.google.com/drive/folders/1bMgDkR9D415VLedncVov3DwMHImp25hP
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	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	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1869

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

417

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

The IQAC ensures a systematic gradation of students which enables the departments to differentiate between the students who are academically advanced and those who are weak. The individual departments organize screening tests through which they can identify the advanced and weak students and evaluate their academic abilities. On the basis of this they evaluate and grade the students. The method/procedure of this aforesaid screening test is based on the demands and specificities of the individual departments. But the general procedure, like distribution of marks and pattern of questions, of the screening test of all the departments remain similar. The departments provides video lectures of eminent Professors through different platforms like Coursera, NPTEL (more than 2000 courses) etc), which both slow and advanced learners can benefit from. Special classes are arranged for slow learners to indentify their weakness and work on them. The college has also signed MoUs with different industries, universities and colleges and in association with them, different workshops, seminars etc. on latest advances are conducted.

File Description	Documents
Paste 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
1869	136 (142 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 enrich the students in their learning process. All the departmental teachers are encouraged to assess and evaluate their respective students through varied ways like home assignments, quiz contests, group discussion and student-seminars to name a few. In each laboratory room there are arrangements for board work needed for discussion on the theoretical background of the experiment. Student-centric teaching methods involve active participation and engagement in the learning process. Experiential learning, participative learning, and problem-solving methodologies are instrumental in enhancing educational experiences. Experiential learning encourages students to learn through direct, hands-on experiences. Several excursions and field visits are organized to give the students a hand-on experience on selected topics of their respective field of studies, as well as to minimize the gap between academia and industry. Problem solving methodologies empower students to share their perspectives, collaborate, and learn from their peers. Students, especially the PG students are allotted with projects where they work as a team under a common supervisor and present their thesis at the end of their course.

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

All the departmental teachers are encouraged to use ICT tools to help students in a better way in their learning process. The use of ICT is being implemented as an established practice despite the limited access to ICT tools due to our geographic location in a semi-rural area. The college with the help of IQAC has organized different training programmes to make the teachers conversant with ICT tools. IQAC has made it a point to create Whatsapp groups for each department and for each semester where study materials were provided by the respective teachers. The purpose is to circulate all the relevant matters like class routine, evaluation notices,

study materials and the likes. The college website also has a section that uploads study materials regularly for the easy access to students. Many departments have their own laptops and LCD projectors for efficient 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	No File Uploaded

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

136

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

136

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

29

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

1500

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 follows a transparent evaluation system and each and every department is strictly guided to do so. Students are strictly evaluated on the basis of what has been taught in class. Students frequently receive problem-based assignments, with each subject requiring the submission of three assignments. The college also motivates its various departments to go through a continuous evaluation process, in place of the traditional examinations, and keep a track of the progress of the students. The Academic Calendar contains the schedule for the Mid Semester Test, which is made available well in advance before the session begins. There is

one Mid Semester Test, and to ensure transparency, the evaluated assignments and answer sheets are presented to the students for their review. Teachers of our college always provide a helping hand to address the various queries and anxieties of the students. Teachers make sure that all grievances of students are heard and mitigated through proper explanation and discussion. Many departmental teachers make it a point to discuss with students about the errors they commit in their internal evaluations so that they can rectify them properly. The faculty diligently maintains records of all Internal Examinations, encompassing both theory and practical assessments, including attendance records, question papers, evaluated answer sheets, practical files, practical evaluation sheets, viva voce outcomes etc.

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

The college always tries its level best to remain flawless in its execution of all official matters. In rare cases when unintentional human errors crop up the IQAC takes necessary steps to prevent such unfortunate incidents. Dedicated committees are formed to ensure transparency in internal examinations and to address evaluation-related grievances promptly. When any such inadvertent mistakes are reported the respective personnel in charge are informed and they take up the matter through proper channel with the affiliated university. They ensure that it is resolved at the earliest time possible from the report of the same. Students having low attendance are informed beforehand so that they can obtain the percentage of attendance required by the university. Furthermore, If a student cannot take the exam due to valid reasons like medical issues, they can apply for a re-examination with appropriate documentation within the specified timeframe. Students' concerns about their assessments are addressed by providing a clear explanation of their performance based on the answer sheet. If found necessary, the student's answer sheet is re-assessed by the faculty, with the student and a senior faculty member present. Any identified errors in marks or assessment are promptly corrected as per the committee's findings.

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

2.6 - Student Performance and Learning Outcomes

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

The college explicitly articulates its Programme Outcomes, Programme Specific Outcomes, and Course Outcomes. Both the Vision and Mission statements are prominently showcased on the college website. These outcomes are thoughtfully designed, considering the diverse range of programs offered and the diverse student population. With the implementation of the CBCS several academic meetings have been organized to understand the specific needs of this model. If the need arises, then the affiliated university teachers are approached to for clarifications and comprehension of this model. Given the time constraint and the differently configured syllabus of the new model it was decided that there would be an awareness initiative for each semester at the beginning of the session. The emphasis is primarily given to the first semester students because for them the transition from school to college demands a more carefully tailored mentoring. In this awareness initiative session or the orientation session the students acclimatized with the various methods and structures of the CBCS. Besides, the specifics of the syllabus, the course outcome, opportunities of the course and such other relevant topics are discussed and explained in detail. It is the job of the respective HODs to raise awareness about POs, PSOs, and COs to students and the other faculty members. Faculty, mentors, coordinators also emphasize outcomes to the students. To summarize, the college follows all types of mechanism feasible to communicate learning outcomes to all.

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

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

Once the academic session in each semester nears its end the Academic development Sub-committee of the college meets and the HODs discuss the progress of the syllabus across the departments and other relevant issues related to the outcome of the courses. Assessment analyses are reviewed by department committees and forwarded for approval. Faculty strive for timely course completion, offering extra classes if needed. Continuous evaluation includes tests, assignments, and presentations, while end-semester exams are standard two or three-hour written exams. Improved student strength, passing percentage, and placements have been observed, aided by a dynamic placement cell meeting diverse company requirements. The departments have a good deal of autonomy in deciding their course works as deemed fit by the affiliated university. The HODs also prepare and submit a report to the convenor of the Academic development Sub-committee regarding the course outcome. The outgoing students also provide a feedback. Their feedback is circulated among the concerned teachers, the IQAC Coordinator and the convenor.

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

1140

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/folders/1-yfItHG6eVZNUMhdSBMk2LBkrC6Zgk8B>

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 teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

3

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

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

3.2 - Innovation Ecosystem

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

The institution has a Research Centre in Humanities and Social Science, since July 2022. The PhD programme has been started during the session 2022-2023.

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

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

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

7

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

3.3 - Research Publications and Awards

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

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

6

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

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

19

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

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

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

17

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

3.4 - Extension Activities

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

The NSS and NCC units of Mahishadal Raj College are highly active

and always accomplish their social responsibilities through different programmes. The members of the NSS and NCC units visit the neighbourhood and meet the residents to create awareness regarding social and health-related issues. Several programmes such as Cleanliness drive (Swachh Bharat Abhiyan and likewise programmes), Tree plantation, Yoga day, World environment day, Blood donation day, etc. are successfully undertaken. The blood donation camp is also organized to donate blood for the patients and overall wellbeing of the society. Several events such as AIDS awareness programme, Dengue awareness programme, etc. are also organized for creating awareness regarding various diseases.

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

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

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

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

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

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

12

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 during the year (Data Template)	View File

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

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

864

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

3.5 - Collaboration

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

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

12

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

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

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

26

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 in the campus on a regular basis. The institute has a field for sports and games, Badminton Court, and a Gymnasium with the required instruments. The college holds its Annual Sports Meet in the month of December or January every year. The college also provides indoor game facilities like Carom and Chess, a table tennis board and other sports equipment purchased from the Development Grant. The college also provides the facilities 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 equipment. Furthermore, the students of the college also participate in various inter-college sports meets, and win prizes.

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.

08

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)

185.76

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-

A. Any 4 or more 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)

0.14253

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)	View File

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

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

35

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

IT facilities are updated in the college on a regular basis. Also, new equipment are ordered and purchased as per the requirements.

The software are updated regularly. Further, the computer laboratories are upgraded every year. New laboratories are also set up according to the curriculum update and requirements. During 2015 - 2017, the college had 40 Mbps bandwidth for Internet access in the campus and it has been enhanced to 100 Mbps since 2018-2019. Faculty and students can avail the Wi-Fi facilities 24x7, 365 days. Internet facility is available in most of the classrooms, laboratories, and offices through Wi-Fi. Moreover, for high-speed internet connectivity, optical cable-based LAN services is provided in the departments and sections, if the signal strength is not very good. A dedicated computer center with 40 desktops is also provided for accessing e-resources.

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

4.3.2 - Number of Computers

121

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	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)

17.51

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 78 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). Multi-Facility Centre for Science facilitates exchange of resources among the departments thereby promoting higher studies and research activities among students. Departmental and central (Arts and Science) libraries have open access to the students. The college has seven clubs with Teachers and Students at the helm which carry on activities throughout the year holding competitions and exhibitions, centenaries of stalwarts, culminating with the Fest and Annual Prize function. Seminars and workshops in different disciplines keep the students well aware of the advancements in science and humanities. Career counselling is performed on a regular basis for the outgoing batch to keep the students updated about the possibilities in placement. New classrooms, ramps, sick rooms, and other facilities are being built or woven out of the existing infrastructure with the help of PWD Civil as per the need of the institution. The much-awaited Girls' Hostel is ready for inauguration from next session.

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

3140

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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

640

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

106

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

106

File Description	Documents
Any additional information	No File Uploaded
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

106

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

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

134

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

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

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

6

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

5.3 - Student Participation and Activities

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

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

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., Thalassemia awareness camp, Blood Grouping camp, etc. They also organize freshers' welcome for first year students and farewell to the final year students.

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)	View File

5.4 - Alumni Engagement

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

The institution has a registered Alumni Association.

Number of enrolled alumni. 710

The College has an active Alumni Association, and they perform different types of activities throughout the year such as sports, cultural activities, various competitions, etc. The alumni association is involved in Social work. The alumni association also organise special remedial classes for the academically weaker students. Special lectures are also organized for the students and faculty members in association with the student council members.

Alumni contribution during the year (in rupees): Nil

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

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

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

B. Any 3 of the above

and Accounts Student Admission and Support Examination

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

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

0

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

8

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

5

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)

685512

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 08.03.2023 where Dr. Nabanita Bag Maiti and Dr. Sangita Mitra delivered talks on gender issues.

Dr. Nabanita Bag Maiti delivered a lecture on "Contribution of Women to Sanskrit Literature" and Dr. Sangita Mitra spoke on "Nature and Scope of Philosophical Feminism".

ii. An extension lecture on "Bangla Sahitye Narir Khamatayan er Mulyayan (An Assessment of Female Empowerment in Bengali

Literature)" was delivered by Dr. Sampa Basu, Associate Professor of Bengali, Muralidhar Girls' College, online on 5th September, 2022.

iii. Dr. Rajyasri Neogy, Principal, Vijaygarh Jyotish Ray College, spoke to the students about women in Indian society on 11th March, 2023.

File Description	Documents
Annual gender sensitization action plan	Annual gender sensitization action plan: 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. The common room has a sanitary napkin vending machine.
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	Specific facilities provided for women in terms of: 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

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

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

Solid 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.

Liquid waste management: 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-waste management: E-waste generated by the college is collected by Hulladek REcycling Pvt. Ltd., 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	No File Uploaded

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:

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	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

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
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	Nil
Any other relevant information	Nil

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 C. Any 2 of the above

the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	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. The students participate enthusiastically in celebration of these events and various cultural activities throughout the year.

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: IDENTIFICATION, CHARACTERIZATION AND PRESERVATION OF FIVE RELIC FORESTS

Best Practice 2:MANAGING WASTE AND PRESERVING WATER

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

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 promoting learning by application and empirics among the students. Apart from curriculum based practical learning, different department of the college tries to engage students in field works to enhance their conceptual understanding of theories. Students of Economics visit local markets to understand concepts like price elasticity, market demand-supply, market status etc. Students are also taught data analysis to understand how their theoretical knowledge could be supported by empirical data. Students of language and literature are encouraged to undertake field trips to neighbouring Adivasi villages to evaluate how they preserve their language and culture and pass them down across generations. The vocational courses teach different skills beyond educational knowledge such as man-management skills, soft skills, leadership skills etc. which help the students in different aspects of life, beyond classroom, curriculum, and conventional learning.

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

Curriculum development isn't in the purview of the College; it is designed by the affiliating Vidyasagar University, and it is to be implemented by the constituent colleges. However, curriculum dispensation is the job of the Institution. Most of our senior faculties are members of the 'Board of the Studies' and actively participated in the curriculum development for the University. They also collect suggestions from other faculty members of their respective subjects. The Routine Committee prepares the Time Table (UG & PG) for the present academic session which is distributed to the respective Heads of the Departments. The Principal, Coordinator of the IQAC and the Convener of the Academic Development Sub-committee conducted a meeting at the beginning of the session to discuss the strategies for effective implementation of curriculum like fixing the schedule for Internal Assessment, evaluation, teaching-learning implementation of PO & CO etc. Departmental Heads conducted meetings for preparation of departmental time table and distribution of syllabus. Following the class routine & topics allotted, respective teachers prepared their Annual Teaching Plan and conducted their online/offline classes accordingly. The Institution has been forming its Academic Calendar for better understanding of students. This calendar is prepared at the beginning of each academic year. Each department gives its inputs and a list of experts to be invited, details of relevant activities to be planned which are all incorporated into the Academic Calendar. Tentative dates for exams, annual day, sports day, are assimilated in this calendar.

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	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)

9

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

1600

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

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 Harassment 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
Institutional Data in Prescribed Format	No File Uploaded

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

232

File Description	Documents
Any additional information	View File
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
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File Description	Documents
URL for stakeholder feedback report	https://drive.google.com/drive/folders/1bMqDkR9D415VLedncVov3DwMHImp25hP
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	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	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1869

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

417

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

The IQAC ensures a systematic gradation of students which enables the departments to differentiate between the students who are academically advanced and those who are weak. The individual departments organize screening tests through which they can identify the advanced and weak students and evaluate their academic abilities. On the basis of this they evaluate and grade the students. The method/procedure of this aforesaid screening test is based on the demands and specificities of the individual departments. But the general procedure, like distribution of marks and pattern of questions, of the screening test of all the departments remain similar. The departments provides video lectures of eminent Professors through different platforms like Coursera, NPTEL (more than 2000 courses) etc), which both slow and advanced learners can benefit from. Special classes are arranged for slow learners to indentify their weakness and work on them. The college has also signed MoUs with different industries, universities and colleges and in association with them, different workshops, seminars etc. on latest advances are conducted.

File Description	Documents
Paste 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
1869	136 (142 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 enrich the students in their learning process. All the departmental teachers are encouraged to assess and evaluate their respective students through varied ways like home assignments, quiz contests, group discussion and student-seminars to name a few. In each laboratory room there are arrangements for board work needed for discussion on the theoretical background of the experiment. Student-centric teaching methods involve active participation and engagement in the learning process. Experiential learning, participative learning, and problem-solving methodologies are instrumental in enhancing educational experiences. Experiential learning encourages students to learn through direct, hands-on experiences. Several excursions and field visits are organized to give the students a hand-on experience on selected topics of their respective field of studies, as well as to minimize the gap between academia and industry. Problem solving methodologies empower students to share their perspectives, collaborate, and learn from their peers. Students, especially the PG students are allotted with projects where they work as a team under a common supervisor and present their thesis at the end of their course.

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

All the departmental teachers are encouraged to use ICT tools to help students in a better way in their learning process. The use of ICT is being implemented as an established practice despite the limited access to ICT tools due to our geographic location in a semi-rural area. The college with the help of

IQAC has organized different training programmes to make the teachers conversant with ICT tools. IQAC has made it a point to create Whatsapp groups for each department and for each semester where study materials were provided by the respective teachers. The purpose is to circulate all the relevant matters like class routine, evaluation notices, study materials and the likes. The college website also has a section that uploads study materials regularly for the easy access to students. Many departments have their own laptops and LCD projectors for efficient 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	No File Uploaded

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

136

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

136

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

29

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

1500

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 follows a transparent evaluation system and each and every department is strictly guided to do so. Students are strictly evaluated on the basis of what has been taught in class. Students frequently receive problem-based assignments, with each subject requiring the submission of three assignments. The college also motivates its various departments to go through a continuous evaluation process, in place of the traditional examinations, and keep a track of the progress of the students. The Academic Calendar contains the schedule for the Mid Semester Test, which is made available well in advance before the session begins. There is one Mid Semester Test, and to ensure transparency, the evaluated assignments and answer sheets are presented to the students for their review. Teachers of our college always provide a helping hand to address the various queries and anxieties of the students. Teachers make sure that all grievances of students are heard and mitigated through proper explanation and discussion. Many departmental teachers make it a point to discuss with students about the errors they commit in their internal evaluations so that they can rectify them properly. The faculty diligently maintains records of all Internal Examinations, encompassing both theory and practical assessments, including attendance records, question papers, evaluated answer sheets, practical files, practical evaluation sheets, viva voce outcomes etc.

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

The college always tries its level best to remain flawless in its execution of all official matters. In rare cases when unintentional human errors crop up the IQAC takes necessary steps to prevent such unfortunate incidents. Dedicated committees are formed to ensure transparency in internal examinations and to address evaluation-related grievances promptly. When any such inadvertent mistakes are reported the respective personnel in charge are informed and they take up the matter through proper channel with the affiliated university. They ensure that it is resolved at the earliest

time possible from the report of the same. Students having low attendance are informed beforehand so that they can obtain the percentage of attendance required by the university. Furthermore, If a student cannot take the exam due to valid reasons like medical issues, they can apply for a re-examination with appropriate documentation within the specified timeframe. Students' concerns about their assessments are addressed by providing a clear explanation of their performance based on the answer sheet. If found necessary, the student's answer sheet is re-assessed by the faculty, with the student and a senior faculty member present. Any identified errors in marks or assessment are promptly corrected as per the committee's findings.

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

2.6 - Student Performance and Learning Outcomes

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

The college explicitly articulates its Programme Outcomes, Programme Specific Outcomes, and Course Outcomes. Both the Vision and Mission statements are prominently showcased on the college website. These outcomes are thoughtfully designed, considering the diverse range of programs offered and the diverse student population. With the implementation of the CBCS several academic meetings have been organized to understand the specific needs of this model. If the need arises, then the affiliated university teachers are approached to for clarifications and comprehension of this model. Given the time constraint and the differently configured syllabus of the new model it was decided that there would be an awareness initiative for each semester at the beginning of the session. The emphasis is primarily given to the first semester students because for them the transition from school to college demands a more carefully tailored mentoring. In this awareness initiative session or the orientation session the students acclimatized with the various methods and structures of the CBCS. Besides, the specifics of the syllabus, the course outcome, opportunities of the course and such other relevant topics are discussed and explained in detail. It is the job of

the respective HODs to raise awareness about POs, PSOs, and COs to students and the other faculty members. Faculty, mentors, coordinators also emphasize outcomes to the students. To summarize, the college follows all types of mechanism feasible to communicate learning outcomes to all.

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

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

Once the academic session in each semester nears its end the Academic development Sub-committee of the college meets and the HODs discuss the progress of the syllabus across the departments and other relevant issues related to the outcome of the courses. Assessment analyses are reviewed by department committees and forwarded for approval. Faculty strive for timely course completion, offering extra classes if needed. Continuous evaluation includes tests, assignments, and presentations, while end-semester exams are standard two or three-hour written exams. Improved student strength, passing percentage, and placements have been observed, aided by a dynamic placement cell meeting diverse company requirements. The departments have a good deal of autonomy in deciding their course works as deemed fit by the affiliated university. The HODs also prepare and submit a report to the convenor of the Academic development Sub-committee regarding the course outcome. The outgoing students also provide a feedback. Their feedback is circulated among the concerned teachers, the IQAC Coordinator and the convenor.

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**

1140

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/folders/1-yfItHG6eVZNUMhdSBMk2LBkrC6Zgk8B>

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 teachers recognized as research guides (latest completed academic

year)

3.1.2.1 - Number of teachers recognized as research guides

3

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

3.2 - Innovation Ecosystem

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

The institution has a Research Centre in Humanities and Social Science, since July2022. The PhD programme has been started during the session 2022-2023.

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

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

7

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

3.3 - Research Publications and Awards**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

6

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

19

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

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

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

17

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

3.4 - Extension Activities

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

The NSS and NCC units of Mahishadal Raj College are highly active and always accomplish their social responsibilities through different programmes. The members of the NSS and NCC units visit the neighbourhood and meet the residents to create awareness regarding social and health-related issues. Several programmes such as Cleanliness drive (Swachh Bharat Abhiyan and likewise programmes), Tree plantation, Yoga day, World environment day, Blood donation day, etc. are successfully undertaken. The blood donation camp is also organized to donate blood for the patients and overall wellbeing of the society. Several events such as AIDS awareness programme, Dengue awareness programme, etc. are also organized for creating awareness regarding various diseases.

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

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

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

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

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

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

12

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 during the year (Data Template)	View File

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

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

864

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

3.5 - Collaboration

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

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

12

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

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

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

26

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 in the campus on a regular basis. The institute has a field for sports and games, Badminton Court, and a Gymnasium with the required instruments. The college holds its Annual Sports Meet in the month of December or January every year. The college also provides indoor game facilities like Carom and Chess, a table tennis board and other sports equipment purchased from the Development Grant. The college also provides the facilities 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 equipment. Furthermore, the students of the college also participate in various inter-college sports meets, and win prizes.

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.

08

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)

185.76

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-

A. Any 4 or more 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)

0.14253

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)	View File

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

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

35

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

IT facilities are updated in the college on a regular basis.

Also, new equipment are ordered and purchased as per the requirements. The software are updated regularly. Further, the computer laboratories are upgraded every year. New laboratories are also set up according to the curriculum update and requirements. During 2015 - 2017, the college had 40 Mbps bandwidth for Internet access in the campus and it has been enhanced to 100 Mbps since 2018-2019. Faculty and students can avail the Wi-Fi facilities 24x7, 365 days. Internet facility is available in most of the classrooms, laboratories, and offices through Wi-Fi. Moreover, for high-speed internet connectivity, optical cable-based LAN services is provided in the departments and sections, if the signal strength is not very good. A dedicated computer center with 40 desktops is also provided for accessing e-resources.

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

4.3.2 - Number of Computers

121

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	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)

17.51

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 78 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). Multi-Facility Centre for Science facilitates exchange of resources among the departments thereby promoting higher studies and research activities among students. Departmental and central (Arts and Science) libraries have open access to the students. The college has seven clubs with Teachers and Students at the helm which carry on activities throughout the year holding competitions and exhibitions, centenaries of stalwarts, culminating with the Fest and Annual Prize function. Seminars and workshops in different disciplines keep the students well aware of the advancements in science and humanities. Career counselling is performed on a regular basis for the outgoing batch to keep the students updated about the possibilities in placement. New classrooms, ramps, sick rooms, and other facilities are being built or woven out of the existing infrastructure with the help of PWD Civil as per the need of the institution. The much-awaited Girls' Hostel is ready for inauguration from next session.

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

3140

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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

640

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	
106	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
106	
File Description	Documents
Any additional information	No File Uploaded
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

106

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

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

134

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

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

government examinations)

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

6

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

5.3 - Student Participation and Activities

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

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

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.

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)	View File

5.4 - Alumni Engagement

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

The institution has a registered Alumni Association.

Number of enrolled alumni. 710

The College has an active Alumni Association, and they perform different types of activities throughout the year such as sports, cultural activities, various competitions, etc. The alumni association is involved in Social work. The alumni association also organise special remedial classes for the academically weaker students. Special lectures are also organized for the students and faculty members in association with the student council members.

Alumni contribution during the year (in rupees): Nil

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	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	No File Uploaded
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>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:</p> <ol style="list-style-type: none"> 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

0

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

8

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

5

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)

685512

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 08.03.2023 where Dr. Nabanita Bag Maiti and Dr. Sangita Mitra delivered talks on gender issues.

Dr. Nabanita Bag Maiti delivered a lecture on "Contribution of Women to Sanskrit Literature" and Dr. Sangita Mitra spoke on "Nature and Scope of Philosophical Feminism".

ii. An extension lecture on "Bangla Sahitye Narir Khamatayan er Mulyayan (An Assessment of Female Empowerment in Bengali Literature)" was delivered by Dr. Sampa Basu, Associate Professor of Bengali, Muralidhar Girls' College, online on 5th September, 2022.

iii. Dr. Rajyasri Neogy, Principal, Vijaygarh Jyotish Ray College, spoke to the students about women in Indian society on 11th March, 2023.

File Description	Documents
Annual gender sensitization action plan	<u>Annual gender sensitization action plan: 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. The common room has a sanitary napkin vending machine.</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>Specific facilities provided for women in terms of: 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

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

Solid 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.

Liquid waste management: 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-waste management: E-waste generated by the college is collected by Hulladek REcycling Pvt. Ltd., 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	No File Uploaded

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

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	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

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
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,

D. Any 1 of the above

**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**

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	Nil
Any other relevant information	Nil

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

C. Any 2 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. The students participate enthusiastically in celebration of these events and various cultural activities throughout the year.

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: IDENTIFICATION, CHARACTERIZATION AND PRESERVATION OF FIVE RELIC FORESTS

Best Practice 2: MANAGING WASTE AND PRESERVING WATER

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

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 promoting learning by application and empirics among the students. Apart from curriculum based practical learning, different department of the college tries to engage students in field works to enhance their conceptual understanding of theories. Students of Economics visit local markets to understand concepts like price elasticity, market demand-supply, market status etc. Students are also taught data analysis to understand how their theoretical knowledge could be supported by empirical data. Students of language and literature are encouraged to undertake field trips to neighbouring Adivasi villages to evaluate how they preserve their language and culture and pass them down across generations. The vocational courses teach different skills beyond educational knowledge such as man-management skills, soft skills, leadership skills etc. which help the students in different aspects of life, beyond classroom, curriculum, and conventional learning.

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) To get reaccredited by NAAC in third cycle and achieve Centre for Excellence status.

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