

Malda Women's College

Annual Quality Assurance Report 2011-2012



**Malda Women's College,
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The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

MALDA WOMEN'S COLLEGE

1.2 Address Line 1

SHANTI GOPAL SEN SARANI

Address Line 2

PIROJPUR

City/Town

MALDA

State

WEST BENGAL

Pin Code

732101

Institution e-mail address

mwc.m70@gmail.com

Contact Nos.

03512-252597

Name of the Head of the Institution:

DR. CHAITALI CHATTARAJ

Tel. No. with STD Code:

03512-252597

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+91 94345 18316

Malda Women's College

Name of the IQAC Co-ordinator:

N.A.

Mobile:

N.A.

IQAC e-mail address:

N.A.

1.3 NAAC Track ID (For ex. MHCOGN 18879)

N.A.

1.4 NAAC Executive Committee No. & Date:

EC/43/A & A/16 DATED 22ND
DECEMBER 2007

1.5 Website address:

www.mwc.ac.in

Web-link of the AQAR:

mwc.ac.in/iqac/aqar-2011-2012.pdf

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.28	December 22, 2007	22.12.2012
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

N.A.

1.8 AQAR for the year

2011-2012

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

i. AQAR 2011-12 submitted to NAAC on 31-03-2016

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

UNIVERSITY OF GOUR BANGA

1.12 Name of the Affiliating
University

University of Gour Banga

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR
etc

Autonomy by State/Central Govt. / University

NA

University with Potential for Excellence

N.A.

UGC-CPE

N.A.

DST Star Scheme

N.A.

UGC-CE

N.A.

UGC-Special Assistance Programme

N.A.

DST-FIST

N.A.

UGC-Innovative PG programmes

N.A.

Any other (*Specify*)

N.A.

UGC-COP Programmes

N.A.

2. IQAC Composition and Activities : NO OFFICIAL IQAC FORMED

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

NOT APPLICABLE2.11 No. of meetings with various stakeholders: No. Faculty Non-Teaching Staff Students Alumni Others 2.12 Has IQAC received any funding from UGC during the year? No If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

NIL

2.14 Significant Activities and contributions made by IQAC

NIL

2.15 Plan of Action by IQAC/Outcome : NIL

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year

Plan of Action	Achievements
NA	NA

2.15 Whether the AQAR was placed in statutory body

Yes

No

Management

Syndicate

Any other body

Provide the details of the action taken

Part - B
Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	2(B.A. Hons. And Gen.)	0	0	0
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others	1(Handicraft Training)			
Total	2	0	0	0

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

- The college offers 9 (Nine) Honours subjects as core options at the UG level: English, Bengali, History, Philosophy, Sociology, Geography, Education, Political Science and Economics.
- The University offers range of elective subjects and the college has chosen the following for the choices of the students: English, Bengali, History, Philosophy, Sociology, Geography, Education, Political Science, Sanskrit and Economics.
- The college is affiliated to the University of Gour Banga, and therefore there is neither flexibility in the curriculum nor does it allow a choice based credit system.
- Handicrafts Course has been offered for the benefit of the women students and it is a self-financed programme.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	0
Trimester	0
Annual	1

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

Annexure 1A is attached for Feedback Analysis.

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

From the session of 2011-12 new syllabus for B.A. (Honours & General) in Geography was introduced by the University of Gour Banga. The major feature of the new syllabus was that computer application using MS Excel and GIS softwares were incorporated in the Undergraduate Syllabus.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NO

Criterion – II2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	22	09	13	-	-

2.2 No. of permanent faculty with Ph.D.

14

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	7	0	0	0	0	0	0	0	6

2.4 No. of Guest and Visiting faculty and Temporary faculty

06

0

0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	60	0
Presented	0	9	0
Resource Persons	0	6	0

2.6 Innovative processes adopted by the institution in Teaching and Learning:

ICT (with projector and presentation Powerpoint were introduced in the Geography Department

2.7 Total No. of actual teaching days During this academic year

183

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, ICT, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum

Restructuring/revision/syllabus development

2

As member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

76

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A. (Hons.)	248	N.A.	3.22	92.74	N.A.	95.96
B.A. (General)	162	N.A.	N.A.	12.96	57.4	79.63

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

The IQAC was officially not introduced in this year. But we had a dedicated Academic Committee headed by the Principal and comprising at least one faculty member from each department which continuously kept track of the progress in the Teaching/Learning processes. Regular feedbacks from students were also taken in this regard and the same was conveyed to the respective teachers.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	1
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	0
Others (Seminars)	3

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	17	5	0	4
Technical Staff	01	0	0	01

Criterion – III3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Since there was no official IQAC body formed, the research, consultancy and extension procedures were examined and implemented the various committees and sub-committees.

3.2 Details regarding major projects : NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects :

	Completed	Ongoing	Sanctioned	Submitted
Number	01	-	-	01
Outlay in Rs. Lakhs	0.69	-	0.69	0.69

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	3	-
Non-Peer Review Journals	-	3	-
e-Journals	-	-	-
Conference proceedings	-	7	2

3.5 Details on Impact factor of publications: NIL

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2009-2011	UGC	Rs. 69,000/-	Rs. 69,000/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (<i>other than compulsory by the University</i>)				
Any other(Specify)				
Total	2009-2011	UGC	Rs. 69,000/-	Rs. 69,000/-

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from : N.A.

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
NIL INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		4			
Sponsoring agencies		UGC			

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

NOT APPLICABLE

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year : NIL

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled+existing ones) NIL

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Sl. No.	Event	Venue	Date
1	Environmental Awareness Programme	Malda Women's College	28/02/2012
2	Awareness programme regarding Malaria and distribution of mosquito nets	Manashatala Slum	15/3/2012
3	Distribution of books and TLM to schools	Mirchak Primary School	15/03/2012
4	Awareness programme on cleanliness and baths	Central G.S.F.P. School, E.B. Urban Circle, Malda	16/3/2012
5	Plantation Programme	Malda Women's College	17/03/2012
6	Distribution of pure drinking water to travellers	-	19/3/2012
7	Distribution of Note Books, pens, pencils and drawing colours	Central G.S.F.P. School, E.B. Urban Circle, Malda	20/3/2012
8	Distribution of cotton printed sarees	Santal Pally, Ward No. 1	21/3/2012
9	Distribution of Umbrellas for school going children	Biswanath More	22/3/2012
10	Distribution of TLM at schools	Farm School, Mahdavnagar, Malda	26/03/2012
11	Distribution of mosquito nets among poor and needy	Madhavnagar	30/03/2012

Criterion – IV4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area(in acres)	2.05	NIL	NA	2.05
Class rooms	17			17
Laboratories	02			02
Seminar Halls	01			01
No. of important equipments purchased (1-0 lakh) during the current year.	NIL			
Value of the equipment purchased during the year (Rs. in Lakhs)		3,46,717.00	UGC	
Others				

4.2 Computerization of administration and library

- Students usually have a restricted access to the library. However, in when the need arises, they enjoy open access facilities as well.
- Ex-students and staff, however, enjoy open access facilities.
- Smart College Software has been installed for office, cash and accounting purpose w.e.f. 2007

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	26222	1420347	738	124990	26960	1545337 (including journals)
Reference Books						
e-Books						
Journals	27				27	
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	10	-	05	01	01	04	02	-
Added	-	-	-	-	-	-	-	-
Total	10		05	01	01	04	02	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Computer and Internet facilities were available for the teachers.

4.6 Amount spent on maintenance in lakhs :

i) ICT	3.06
ii) Campus Infrastructure and facilities	19.09
iii) Equipments	3.46
iv) Others	0
Total :	25.61

Criterion – V5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC of the college has not been officially formed. In the absence of a formal body of IQAC, we had a dedicated Academic Committee headed by the Principal and comprising at least one faculty member from each department which continuously kept track of the progress in the Teaching/Learning processes. Regular feedbacks from students were also taken in this regard and the same was conveyed to the respective teachers as mentioned earlier.

5.2 Efforts made by the institution for tracking the progression

UGC-Sponsored National Seminars were held by the departments of History, Bengali and English. Rs. 3,37,500/- was allotted for the seminars. The academic bodies and the seminar committee were involved in organizing the seminars for the betterment of the students as well as for the faculty members. Students and faculty from various colleges enrolled for the seminars, which proved to be successful.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1731	0	0	0

(b) No. of students outside the state

0

(c) No. of international students

0

No	%

Men

No	%
2	0.001

Women

Last Year						This Year					
General	SC	ST	OBC	Physical ly Challeng ed	Total	Genera l	SC	ST	OBC	Physical ly Challeng ed	Total
1199	436	139	244	0	2009	1134	389	102	106	0	1731

Demand ratio = 10.41:1

Dropout % = 27.48

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Coaching for W.B.S.S.C. and W.B.C.S. courses
- Remedial classes for SC/ST and minority students (3rd Year and Alumni)

No. of students beneficiaries

3rd Year and Alumni

5.5 No. of students qualified in these examinations :

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Handicraft Training organized by Alumni Association from 1.9.2011 to 20.2.2012

No. of students benefitted

116

5.7 Details of campus placement : NONE SO FAR

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes

N.A.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level	<input type="text" value="1"/>	National level	<input type="text" value="NIL"/>	International level	<input type="text" value="NIL"/>
No. of students participated in cultural events					
State/ University level	<input type="text" value="NIL"/>	National level	<input type="text" value="NIL"/>	International level	<input type="text" value="NIL"/>

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level	<input type="text" value="NIL"/>	National level	<input type="text" value="NIL"/>	International level	<input type="text" value="NIL"/>
Cultural: State/ University level	<input type="text" value="NIL"/>	National level	<input type="text" value="NIL"/>	International level	<input type="text" value="NIL"/>

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	60	32,625
Financial support from government	Only for Minority (248 students)	10,56,000
Financial support from other sources	NIL	NIL
Number of students who received International/ National recognitions	NIL	NIL

5.11 Student organised / initiatives

Fairs	: State/ University level	1	National level	NIL	International level	NIL
Exhibition:	State/ University level	NIL	National level	NIL	International level	NIL

5.12 No. of social initiatives undertaken by the students

5

5.13 Major grievances of students (if any) redressed:

- Upgradation of Ladies' toilet.
- Renovation of Union Room and Students' Common Room.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

Malda Women's College is one of the leading colleges under University of Gour Banga and since its inception in 1970, it has significantly catered to women's education. It is the only women's college in and around Malda District and it serves the need of/for women folk in this region. For the last 41 years the college has been growing in many spheres with vibrant departments providing ample scope for higher education. Efforts are on to strive further in the world of academics so that the college, along with its alumni can carve an illustrious niche in many fields.

Mission:

- To become a centre of excellence in the field of women's education.
- To instil leadership qualities amidst our students.
- To impart value-based education to the students to help them in the task of nation building and in emancipation of women.
- To make the students emerge as progressive, responsible and successful individuals so that they contribute both to their personal growth and to social and national development.
- To strengthen the bond among the teachers, students and stakeholders, so that the relationships remain mutually beneficial and enriching for all.

6.2 Does the Institution has a management Information System

The college has a Management Information System called "Smart College", in which the entire database of the students as well as faculty and staff is maintained. The registered candidates are enrolled in the software from which their data can be accessed and retrieved. In addition to this, "Smart College" is also used for keeping a record of the salaries of the faculty members and the non-teaching staff.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

The college follows the curriculum as prescribed by the University of Gour Banga. Since we are affiliated to a university, the college cannot take initiatives in curriculum development. However, interdisciplinary classes as well as intra-and interdepartmental seminars and lectures have added enriched the students to a great extent.

6.3.2 Teaching and Learning

Teaching Aids:

- ✓ Chalk, Duster and Blackboard method.
- ✓ PPT and LCD Projector.
- ✓ GPS and GIS Software (Geography Department)
- ✓ Dedicated Computer Laboratory for students.
- ✓ Field work and excursions conducted by Departments of Geography and Sociology.

Learning Assessments:

- ✓ Selection Tests.
- ✓ Regular assignments and quizzes.
- ✓ Seminars, Workshops and Guest Lectures for the students.

6.3.3 Examination and Evaluation

1. Examinations are held annually which are conducted by the University of Gour Banga, to which the college is affiliated.
2. Apart from the annual system of examinations, regular class tests are conducted by the faculty members to assess the advancement of the students regarding the syllabus completed.
3. Selection tests are held for a comprehensive assessment.
4. Answer scripts are corrected by the teachers within the stipulated time as decided by the Examination Committee and the results are published on time.

6.3.4 Research and Development

- The college takes special care of the faculty members as far as researches are concerned. The extensive library provides for a healthy academic exercise for the teachers and the students. The teachers are encouraged to conduct and participate in various research activities involving seminars, both national and international, and Minor Research Projects funded by the UGC.
- The college has granted FDP Leave (Faculty Development Programme) to one of the senior teachers to pursue his Ph.D research in IIT Kharagpur.
- In addition to this, 4 faculty members are pursuing their Ph.D works and several faculty members have presented their research work in National and International seminars.

- 3 Two-Day UGC-sponsored National Seminars were organized by the Departments of English, Bengali and History.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The college has an exclusive collection of reference books and journals that are extensively used by the teachers, students and alumni for their academic purposes.
- The library has a restricted access for the students but they can submit requisitions for books as and when required.
- Keeping in mind the growing need of the virtual space, the Book-Worm (version 4.00) has been installed in March 2010 with a license till 2014.
- Reading Room of the library is open to all for creating a better academic environment.
- Besides, every department has a seminar/departmental library and students can directly access the books under the supervision of the departmental teachers.
- ICT is used by various departments, especially by the Department of Geography.
- Library and laboratories are regularly updated.
- We have installed 2 fire-extinguishers for averting any untoward incident.
- The college office is well equipped with various ICT tools such as photocopiers, scanners, printers and sufficient number of computers.

6.3.6 Human Resource Management

For an efficient functioning of the college in all relevant fields, various committees and cells have been formed among the faculty members such as Students' welfare Committee, Admission Committee, Examination Committee, Routine Committee etc. For taking care of academic and social environment of the college campus.

We are proud to be the only women's college under University of Gour Banga, who have ventured to have a NCC (National Cadet Corps) unit.

Apart from this, the students and teachers of Malda Women's College are conscious about their social duties and responsibilities. Therefore we have 2(Two) dedicated units under the NSS (National Service Scheme) who have been very active.

We have also ensured that all the teachers and students get a platform for expressing their opinions as well as grievances. So we have a Teachers' Council under the chairmanship of the Principal and headed by a Secretary, presently, Smt. Nibedita Dasgupta, elected by all the teachers.

Similarly, the students' union caters to the needs of the individual students besides being a voice of the students. the union is headed by a General Secretary,

Healthy interaction between the students' union and the teachers has made Malda Women's College a role model in this part of North Bengal.

6.3.7 Faculty and Staff recruitment

1. Full Time Teachers (FTT) are recruited by the central body of West Bengal College Service Commission (WBCSC). Vacancies and requirements are sent to the Commission and when interviews are conducted, empanelled candidates are recruited accordingly.
2. At present we have 23 Full Time Teachers and 15 Full time staff.
3. The college has 2 (Two) Part Time Teachers (PTT) initially recruited by the college on temporary basis but since 2010 their posts have been made officially permanent by the Govt. Of West Bengal and since then they are permanent assets of our college.
4. As the college cannot recruit teachers on its own, we are facing a shortage of teachers in various departments. We fear that this problem will culminate into a crisis in the coming years since some of our senior teachers are approaching their retirement in the coming few years. We hope that the WBCSC will look into this matter and will send new teachers accordingly. As of now, the shortage of teachers is somewhat tackled by various Guest Lecturers on ad-hoc basis.

6.3.8 Industry Interaction / Collaboration

Direct collaboration with an industry is currently unavailable. We are keeping track of the situation and exploring various avenues of such interaction.

6.3.9 Admission of Students

Admission of students is essentially done in accordance with the criteria of the University of Gour Banga. Admission is done strictly on the basis of merit.

The college publishes notices on its website, in local newspapers and on the college notice board regarding the process of admission after the publication of the 10+2 results. The criteria for admission, the number of seats in each subject and the deadlines are mentioned in the notices. Besides, Reservation quota is also maintained while admitting students.

6.4 Welfare schemes for

Teaching	NIL
Non teaching	NIL
Students	Free studentship as well as concession in fees for needy but meritorious students is available.

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	YES	DPI	YES	Soumitra Sarkar and Associates
Administrative	YES	DPI	YES	Soumitra Sarkar and Associates

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
For PG Programmes	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The college does not have any scope for Examination Reforms. It follows the norms of the parent university.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

N.A.

6.11 Activities and support from the Alumni Association

Alumni Association of the college, like every year, organizes several programmes for the support of the college. The Handicraft training course gave a direction to the existing students and also to the alumni opening up avenues for employment. Besides, Dr. Koushiki Dasgupta's lecture on "Multidimensional Personality of Swami Vivekananda" held on 20th February 2012, was a huge success.

6.12 Activities and support from the Parent – Teacher Association

No formal meetings with the guardians of the students have been arranged. But the college had taken efforts in the past. But the fact that a large number of students are first generation learners residing in rural areas, such attempts proved to be futile. However the parents are free to come to the college and directly interact with the teachers, staff and the Principal. Infact, everyday one hour (2 pm – 3 pm) has been kept aside for parents' interaction with the Principal and the teachers. However, the availability of the parents is not satisfactory.

6.13 Development programmes for support staff

No such programmes have been devised so far.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- The frontal part of the college has a well-built garden which is regularly maintained.
- We are trying to make the campus a tobacco-free one.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- I) Installation of elevator in the college building.
- II) Installation of 08 computers, 01 Multimedia Projector and photocopiers to facilitate the need of the students.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

In the beginning of an academic calendar year, the planning of action of the college starts with the fixing of the admission criteria subject to the changes by the university and the contingent situation of the district. The Academic Council, with the help of the different teaching departments, fixes the class routines, period of the teaching course modules, the dates of the internal examinations, guidance and access to the library books in the general library and the seminar library, redressal to student grievance, sports and NSS activities, awareness and the social welfare programmes. The Teachers' Council divides the work among several sub-committees.

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

- Handicrafts' Training Programme
- Blood donation and motivational training

(Annexure IV is attached at the end)

7.4 Contribution to environmental awareness / protection

- Awareness programme on Malaria at Manasatala, Malda on 15.03.2012.
- Awareness programme distribution of Mosquito net on 17.03.2012.
- Cleaning and bathing of central GSFP School, Malda
- Awareness programme regarding pure drinking water to travellers.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add.

Strengths

Malda Women's College is the only girls' college in this district is carrying its duty to educate and impart awareness to girls for a long period. The achievement and the non-achievement of the college should be judged by the catchment area on which it functions. Malda district is a backward area with minority population, including tribal and schedules castes with a low per capita income. This district is an agricultural one without significant industrial activities. Lack of transport facilities and good libraries make the functioning of an academic institution difficult. The college provides some financial help to the needy and eligible students who do not receive government scholarship aids.

Weaknesses

- Shortage of space affects expansion.
- Shortage of teachers affect the required teacher-student ratio. However, the college provides for guest lecturers from time to time, apart from the permanent recruitment of teachers, which is done by the central body of West Bengal College Service Commission.
- Imparting knowledge to the incoming students from rural backgrounds with low per capita income and associated surroundings, who lack the acumen for studies is indeed a difficult challenge.
- Many students discontinue their studies due to early marriage and taking up low-income services owing to the financial stress from the families.

Opportunities

The socio-economic backwardness of the catchment zone also opens the opportunities of functioning as a resource centre of social development. Beside providing education, the institution has a great possibility to develop as an informed agency on various matters such as economic self-sufficiency of the girls, family health care awareness of social and environmental problems etc. He scope provided by the central and state government to the student community in general and the female students in particular, open up avenues for better prospects.

Challenges

It is unfortunate that in spite of regular academic and vocational efforts taken by our staff, the college has been witnessing many cases of drop outs. Since it a Women's College, one of the important reasons for high drop outs is marriage and social obligations.

8. Plans of institution for next year

- The college would try to find means for self-employment of the girls and catering to the specific social needs of the district.
- Installation of more computers for the necessity of the students.
- Introduction of Certificate Course on fashion designing, nutrition sciences, beautician courses, interior decoration and Montessori training.

Name _____

Name: Dr. Chaitali Chattaraj



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

N.B. Since no official IQAC was formed, Principal of the college has signed in the capacity of the Principal and Chairperson, IQAC . There is no co-ordinator for IQAC in the year.

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ANNEXURE IA

Feedback Analyses: 2011-2012

On the basis of the responses received from the students, and the students' union, along with the insights from the teachers, a structured questionnaire has been prepared which is used to analyze the feedback from the students on two aspects – the faculty and the teaching/learning methods and on the facilities provided to them. A copy of the structured Feedback form is attached herewith and the following analyses have been made:

- Most of the students agreed that the process of teaching was very good and they could acquire their lessons easily. They opined that the syllabus was completed successfully and in scheduled time.
- Most of the students reported that allotted time for classes was enough. Some learners have mentioned that more classes should also be allotted for Honours subjects, especially for Sociology. They reported that four full-time teachers must be allotted for better completion of the course and for practical works.
- Majority of the students agreed that the interaction between teachers and students was excellent and they can express their thoughts independently.
- A large number of students felt that library facilities need to be improved. They demanded that more photocopiers and more computer facilities. More photocopiers will help the students to photocopy rare articles and course materials. Students also opined that full-time and permanent libraries have to be provided for better accessibility.
- Students were happy with the evaluation of their answer script.
- Regarding extra-curricular activities, learners were satisfied as they have been participating in NSS, NCC and various other activities including sports and cultural events. However, they also voiced the need to include music.
- Most of the students mentioned that the canteen facilities must be improved. They pointed to the need of including hygienic and healthy food items.
- The students reported that the frequent health checks and health consciousness programmes were very helpful and they demanded for the continuation of these programmes.
- Most of the students expressed their positive view regarding campus cleaning and hostel facilities. But they demanded that the standard of food in hostel needed improvement.

ANNEXURE – II**ACADEMIC CALENDAR**

MALDA WOMEN'S COLLEGE										
ACADEMIC CALENDAR FOR THE SESSION 2011-2012										
Month	Sundays	Holidays	Vacation	Recess	Total working days	Number of days - Exam/Administrative & others	Nature of Exam/Administrative/other activities	Number of Teaching days	Teaching activities- Lecturers/ Tutorial / Unit tests / Seminars etc	Remarks
2011 July 31 days	3,10,17,24,31 5 days	Nil	Nil	Nil	26 days	Administrative duties 26 days. GBU Exam 11-16,18-23, 25-30 18 days	University Exam Preparation of Class Schedule, Admission counseling	18-23,25-30 =12 days		B.A 1 st Year (Hons & Gen.) Classes start on and from 18 July
2011 August 31 days	7,14,21,28 4 days	15 Independence day 22- Janmasti 30,31 Id-Ul-Fitre 4 days	Nil	Nil	23 days	1-6,9-13,16-20,23 17 days	G.B.U Exam Prog. of Found. day	1-6,8,9,11-13,16-20,23-27,29 =22 days	10-college foundation day Exams & Classes are simultaneously going on.	B.A 2 nd & 3 rd Classes
2011 September 30 days	4,11,18,25 4 days	27 Mahalaya 1 day	Nil	Nil	25 days	1-3,6-10,12-14,15 12 days	G.B.U Exam	1-3,5-7,9,10,12-17,19-24,26,28-30 24 days	5 Teachers day 8,9-Seminar of English dept.	
2011 October 31 days	2,9,16,23,30 5 days	1-(For 10-Aug Foundati on day) 2- Gandhiji Birthday 3-31-Puja Vacation	3-31=29 days	Nil	Nil	Nil	Nil	Nil	Nil	
2011 November 30 days	6,13,20,27 4 days	7-Id-Uz-Zoha 10-Guru Nanak's Birthday	Puja Vac. 1 day	Nil	23 days			2-5,8,9,11,12,14-	Cultural Competitions 14-17=4days 22-23 Bengali	Classes dissolved on 17 at 1.30pm- Kartik Puja 20-R.Bala's

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30 days		2 days						19,212 6, 28-30= 23 days	Dept.Seminar	Death
2011 Decem ber 31 days	4,11,18, 25 4 days	6- Muharam 25 Christmas 2 days	Nil	(26- 31) 6 days	26 days			1,3,5,7 ,10,12- 17,19- 24 = 17 days		2- Annual Prize Distribution 9-Annual Cultural Programm.
TOTAL	26		30	6	123			98 days		

Month	Sundays	Holidays	Vacation	Recess	Total working days	Number of days - Exam/Administrative & others	Nature of Exam/Administrative/other activities	Number of Teaching days	Teaching activities- Lecturers/ Tutorial / Unit tests / Seminars etc	Remarks
Previous					123			98		
2012 Jan 31 days	1,8,15,22,29= 5 days	18- Post Sports Holiday 12, 23-26- Republic day 28- Saraswati Puja = 5 days	Nil	Nil	21 days	Exam Administrative work= 20days	College Test,2012	2-7,9-11,13,14,16-21,24,25,27 =20 days	13,14-History Seminar	17-Annual Sports
2012 February 28 days	5, 12,19,26, 4 days	Nil	Nil	Nil	25 days	14-15 nomination 16 final list 22- students' election =4 days	Test 2012 Exam. of B.A 3 rd Yr. (Hons & Gen)	1-4, 6-11,13-18, 20-25, 27-29 25 days	Test Exam and classes 20- Seminar on Vivekananda	7- Guardian's meet for all students 24, 25 Entry in service class
2012 March 31 days	4, 11 18, 25 4 days	8, 9 doljatra 2 days	Nil	Nil	25 days	Administrative work 25 days	Test 12 1-3, 5-7,10=7 days	12-17, 19-24,26-31 18 days	Do	Entry in service coaching classes 11-14, 16-21, 23-28,31= 17days . Post- Test Coaching & Counseling

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2012 April 30 days	1,8,15, 22, 29 5 days	6 Good Friday 14- Bengali New year Day 42days	Nil	16-30 =15 days	23days	Administrtrtive work and other work 23 days	NBU Exam III 12-13, 16-18, 20,21,23,24 7,30= 11 days	2-5, 7- 13=11 days 17- 21,23, 24 =7 days Total 18 days	Do	Entry in service coaching classes 1,3,4,7,8,10,11,1 3,17,18,20,21,2 4,25,27-29= 17days .
2012 May 31 days	6,13,20, 27= 4 days	1, May Day 8- tagore's birth day 2 days	Nil	2-31 31 days	25 days	GBU part III form filling NBU exam	17-19=3 days 21- 26=6days NBU part III	4,7,28 ,29=4 days	Nil	Entry in service coaching classes 2,4- 6,8,9,11-18= 14 days .
2012 June 30 days	3,10,17, 24 4 days	Nil	Nil	Nil	26 days	GBU form filling 4-8 June. Admission 2012-13 -5-9, 11-13=7 days. Counseling 25-30	GBU Exam 26-30 admission	Nil	Counseling admission duties	Academic Calendar & Class-routine for session 2012-13
TOTAL	52		30	52	268			18 3		

ANNEXURE – III**STATEMENT OF ASSESTS**

MALDA WOMEN'S COLLEGE							
STATEMENT OF ASSETS AS PER ASSESTS REGISTER AS ON 31-03-12							
SL. No.	ASSETS	Openin Balance	Additi on	Total Rs.	Rate of Depersiation	Derecia tion Rs.	Closing Balance Rs.
1	Land	2,24,793.75	Nil	2,24,793.75	Nil	Nil	2,24,793.75
2	College Building	79,55,836.55	16,70,653.00	96,26,489.55	2.5	2,40,622.23	93,85,867.32
3	Student Hostel Building	15,31,601.70	Nil	15,31,601.70	2.5	38,290.04	14,93,311.66
4	Teacher Hostel Building	9,48,386.49	Nil	9,48,386.49	2.5	23,709.66	9,24,676.83
5	Furniture & Fixture (College)	6,60,047.36	90,056.00	7,50,103.36	11	82,511.36	6,67,592.00
6	Furniture & Fixture (Hostel)	28,021.30	Nil	28,021.30	5	1,401.05	26,620.25
7	Electric Motors & Tubewell	22,778.13	Nil	22,778.13	25	5,694.53	17,083.60
8	Lab & other Equipments	4,80,847.00	3,46,717.00	8,27,564.78	25	2,06,891.19	6,20,673.59
9	Library Books & Journal	14,20,346.96	1,24,990.00	15,45,336.96	5	77,266.84	14,68,070.12
10	Library Book Bank	29,228.60	Nil	29,228.60	5	1,461.43	27,767.17
11	By-Cycles	866.95	Nil	866.95	10	86.69	780.26
12	Sport Equipments	10,578.47	Nil	10,578.47	10	1,057.84	9,520.63
13	Misc Equip.(Inter Com,Invertor,Emergency etc)	44,317.14	Nil	44,317.14	10	4,431.71	39,885.43
14	Computer	2,79,308.78	3,06,266.00	5,85,574.78	25	1,46,393.69	4,39,181.09
15	Xerox-Machines	38,281.84	14,575.00	52,856.84	25	13,214.21	39,642.63
16	Generator Set	62,440.77	9,150.00	71,590.77	25	17,897.69	53,693.08
	Total	137,37,681.79	25,62,407.00	163,00,089.57		8,60,930.16	154,39,159.41

ANNEXURE - IV

Best Practice: 2011-12

1. Name of the practice: Handicrafts' Training Programme:

Goal:

The primary objective of this programme was to make the students aware of an alternative source of employment so as to avoid the situation of frustration creeping in them.

Context:

One of the primary aims of education is not finding employment but to attain self-dependency. As this is a college exclusively for women, one cannot ignore various societal obligations which a girl child in India faces right from her birth to becoming an adult. There are numerous instances where the basic objective of self-dependency among women gets lost or is reserved only to a privileged few. One of the important reasons for such a situation is the gradual loss of interest from the academic arena, especially among the students of the economically and socially sections of the society. Furthermore, in today's world, the traditional employment opportunities are getting reduced drastically. Keeping this fact in mind, we in Malda Women's College regularly take steps so as to make the students aware about various other sources of employment. The Handicrafts' Training Programme of 6 months duration was one such endeavour.

Practice:

This practice was organized by the Alumni Association of this college wherein various experts from different sectors were invited to address and provide an in situ training to the students. Some of the activities about which the students have gained special training include: making of soft toys, glass, fabric and pot painting, making crystal and jute bags as well as various types of wall hanging. A total of about 106 students attended this course. We have also allowed the ex-students of this college to receive training at a very nominal admission fee (Rs. 20/- per month)

Evidence of success:

The biggest achievement of this programme was that about 5 students got immediate placements in various cottage and local industries. The rest of the students, besides acknowledging that the programme was of immense help also got placements at a later date or got directly involved into self-employment. The enormous success and accolades received by this course encouraged us to continue the course every year apart from introducing other courses of similar nature.

Problems Encountered and Resouce Required:

The biggest problem encountered while running this course is shortage of space. So, we could not run the course in the normal college hours (i.e. 10 A.M. to 5 P.M.)

because in this period all the class rooms were occupied for classes. Therefore, we had to organize this programme in the pre-college hours (i.e. 9:00 A.M. to 10 A.M.). This has affected the attendance of the students to some extent, especially for those residing in rural and remote areas. We believe that running such course in the normal period will definitely improve the attendance and participation.

2. Name of the practice: Blood donation and motivational training:

Goal:

The primary objective of this programme was to make the students aware about their societal responsibilities alongwith attaining education.

Context:

We have often encountered cases of patient deaths due to shortage of blood. In a developing nation like India, the cases of black marketing in blood are also not uncommon. That is why the print, electronic as well as social media is often encouraging the people to donate blood. Malda, being located in and around the rural hinterland of West Bengal, assumes greater importance since blood donation here is often viewed with prejudice and fear. The students, who are going to be the future citizens of this country, need to take up the responsibility of removing this prejudice among the older generation as well as passing on the baton to the younger lot. Keeping this fact in mind, the blood donation campaign was organized in this college wherein the students were motivated to donate blood and contribute to the welfare of the society.

Practice:

The programme began with an inspirational speech by the Principal of this college alongwith various doctors of the newly established Malda Medical College and Hospital. This was attended by more than 200 students mainly form B.A. 1st Year. The torch was lighted when the Principal as well as Sri Alope Roy, Assistant Professor, Department of Bengali donated their bloods. This gesture found appreciation from the students and many of them came forward to donate bloods (103, to be more specific). Strict hygiene standards (such as disposable syringes, clean beakers and clean temporary beds) were maintained so that the chances of infection can be nullified. Also all the benevolent donors were provided nutritious foods.

Problems Encountered and Resource Required:

The biggest challenge we faced was convincing the students about the necessity and utility of blood donation, who initially were sceptical about the possible side effects of

loss of blood from their body. However, some success was achieved when the Principal as well as a teacher of this college came forward to donate their bloods. This inspired many of the students to do the same.