

Malda Women's College

Annual Quality Assurance Report : 2014-2015



Malda Women's College,
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Malda – 732101
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CONTENTS

SL. NO.	TOPIC	PAGE NO.
PART – A		
1	Details of the Institution	3
2	IQAC Composition and Activities	6
PART – B		
3	Criterion - I : Curricular Aspects	9
4	Criterion - II : Teaching, Learning and Evaluation	11
5	Criterion - III : Research, Consultancy and Extension	14
6	Criterion - IV : Infrastructure and Learning Resources	21
7	Criterion - V : Student Support and Progressions	24
8	Criterion - VI : Governance, Leadership and Management	28
9	Criterion - VII : Innovations and Best Practices	34
10	Annexures	37

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

Name of the IQAC Co-ordinator:

Mr. Mamoon Rashid

Mobile:

9434140284

IQAC e-mail address:

N.A.

1.3 NAAC Track ID (For ex. MHCOCGN 18879)

N.A.

1.4 NAAC Executive Committee No. & Date:

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

1.5 Website address:

www.mwc.ac.in

Web-link of the AQAR:

mwc.ac.in/iqac/aqar-2014-2015.pdf

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

07/03/2014

1.8 AQAR for the year

2014-2015

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
- ii. AQAR 2012-13 submitted to NAAC on 31-03-2016
- iii. AQAR 2013-14 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)

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

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 :

2.1 No. of Teachers

3

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

0

2.4 No. of Management representatives

0

2.5 No. of Alumni

0

2.6 No. of any other stakeholder and

0

Community representatives

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

2

2.9 Total No. of members

8

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.

Non-Teaching Staff

NA

Students

NA

Alumni

Others

NA

2.12 Has IQAC received any funding from UGC during the year? Yes

No

If yes, mention the amount

N.A.

2.13 Seminars and Conferences (only quality related) NIL

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

Total Nos.

International

National

State

Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Authentication of API based PBAS of the following faculty members : Sri Sankar Kr. Biswas, Sri Alope Roy and Dr. Niladri Pradhan on 12th and 13th August 2014.
- Proposals made to UGB for introduction of Sanskrit Honours and Psychology – Elective for Undergraduate courses.

2.15 Plan of Action by IQAC/Outcome

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
API based PBAS	Achieved
Introduction of new courses	UGB approved Sanskrit Hons. And Women's Studies as an Elective subject from 2015-16 session.

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	1	0
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	2	0	1	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.
- However, permission has been sought for introducing Sanskrit Honours from the academic session starting in 2015 and a proposal has also been submitted for introducing Women's Studies as an elective paper as ours is the only women's college under the University of Gour Banga.
- 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 an 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 St Students
(On all aspects)

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

Annexure I is attached for Feedback Analysis.

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

NO

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	22	11	11	-	-

13

2.2 No. of permanent faculty with Ph.D.

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
03	07	0	0	0	0	0	0	0	07

2.4 No. of Guest and Visiting faculty and Temporary faculty

07

0

0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	25	0
Presented	0	20	0
Resource Persons	0	0	0

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

- ICT and projector enabled lectures
- Full-fledged computer lab. With open source GIS software (ILWIS) introduced in the Geography Deptt.
- Interactive sessions

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

159

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding,

Bar Coding to be introduced under UGB for 1st Year

Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

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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. (Honours)	248	N.A.	2.82	90.32	N.A.	93.15
B.A. (General)	322	N.A.	N.A.	10.25	71.19	81.37

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

- The IQAC looks into the Feedbacks of the students on various academic and infrastructural matters and the same is conveyed to the concerned teachers and staff.
- Proposals made to UGB for introduction of Sanskrit Honours and Psychology – Elective for Undergraduate courses.
- Proposals made to UGB for introduction of History and Bengali for PG courses.
- Authentication of API based PBAS of the following faculty members : Sri Sadananda Bera, Dr. Bonani Sinha and Dr. Niladri Pradhan on 10.3.2014 and 11.3.2014
- IQAC also looked into the academic development of the students as well as the faculty.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
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	0

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	13	6	0	2
Technical Staff	1	0	0	1

3. Research, Consultancy and Extension

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

- IQAC recommended the introduction of self-assessment report for implementation and continuous improvement in all the systems of the college for students and stakeholders' satisfaction.
- Seminars and workshops at National and State Levels were to be considered in the forthcoming years.
- Duty Leaves are given to faculty members to carry out research works and attend several seminars.

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	0	01	01
Outlay in Rs. Lakhs	55,000/-	-	55,000/-	55,000/-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	6	2	-
Non-Peer Review Journals	-	2	-
e-Journals	1	1	-
Conference proceedings	2	19	1

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	1 Year	UNICEF & SOCIAL WELFARE BOARD, WEST BENGAL	55,000/-	55,000/-
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				

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
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

NIL

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					01
Sponsoring agencies					01

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

08

3.13 No. of collaborations

International

0

National

0

Any other

0

3.14 No. of linkages created during this year

0

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

NA

Type of Patent		Number	year
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

NA

NA

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

NSS Unit I

Sl. No.	Event	Venue	Date
1	Plantation	Malda Hospital Campus	4/9/2014
2	Awareness programme on Environment Protection, Speaker : Sri Arunayan Sharma, District Child Protection Officer		11/9/2014
4	Awareness programme on Women and Child Rights, Speaker : Sri Arunayan Sharma, District Child Protection Officer		16/9/2014
5	Programme on Polio Vaccination	Slum areas, Malda	16/11/2014
6	Awareness programme on Women Trafficking		19/09/2014
7	Awareness Programme on Blood Donation and Thalassemia Test		12/12/2014
8	Blood Donation and Thalassemia Test Camp		13/12/2014
9	Fruit Distribution	Malda College and Hospital	08/01/2015
10	Distribution of TLM among orphans	Chandipur Village	06.01.2015
11	Distribution of blankets to the needy and mentally challenged and	Different places in Malda Town	06/01/2015 to 10/01/2015

Malda Women's College

Sl. No.	Event	Venue	Date
	slum dwellers		
12	Distribution of TLM among poor students	Malda Girls' Junior Basic School	07.01.2015
13	Community Service Programme Camp at college	Malda Women's College	09.01.2015
14	Distribution of TLM among poor students	Park Ghat Primary School	10.01.2015
15	Thalassaemia Test Camp	Malda Women's College	13.02.2015
16	Awareness on Environmental Protection	Malda Women's College (Speaker: Arunayan Sharma Dist. Child Protection Officer)	11.09.2014
17	Awareness on Women's & Child Rights	Malda Women's College (Speaker: Arunayan Sharma Dist. Child Protection Officer)	16.09.2014
18	Awareness on Women Trafficking	Malda Women's College (Speaker: Deepto Ghosh, Secretary, DLSA, Malda & Deep Banerjee, Project Manager, Shakti Bahini)	19.11.2014
19	Blood Donation and Thalassaemia Test Camp	Malda Women's College (Speaker: Soumitra Dutta, Motivator, MMC & Dr. B.K. Ghosh, Medical Officer, Malda)	12.12.2014
20	Awareness programme on Healthy Life & Health Checkup Camp	Malda Women's College (Speaker: D. Mitra, Nutritionist)	30.01.2015

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	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.				
Value of the equipment purchased during the year (Rs. in Lakhs)		7624	District Youth Officer	
Others				

4.2 Computerization of administration and library

- KOHA introduced from 30/03/2013
- Students usually have a restricted access to the library. However, in dire circumstances, they enjoy open access facilities as well.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	27489	1523478	197	29987	27686	1553465

						(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	19	-	10	01	01	07	10	-
Added	-	-	-	-	-	-	-	-
Total	19	-	10	01	01	07	10	-

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

Computer and Internet facilities were available for the teachers and the students. There were no training programmes organized. New computers were introduced.

4.6 Amount spent on maintenance in lakhs :

i) ICT

0.1

ii) Campus Infrastructure and facilities

7.84

iii) Equipments

0.38

iv) Others

0

Total :

8.32

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC of the college looks into the publication of the updated prospectus every year which provides an overview of the college, upholds the unique features of the college. The students are made aware of the following:

- Norms of admission/courses offered at the UG level
- Codes of conduct
- Stipends, scholarships and prizes for the students
- Unique assessment system through class tests/tests/annual examinations
- Seminars, Workshops at National and State-levels are organized by the departments
- Updated and well-stocked library
- Departmental wall magazines to nourish young talents
- Games and sports opportunities
- Students' canteen
- 24-hour generator back-up for examinations as well as for classes
- Publication of Academic calendar
- Arranging institutional level seminars and guest lectures to enlighten students and appraise the latest advances in their respective fields of study
- Arranging career counselling sessions for helping and shaping the students' future
- Making the students aware of their responsibilities towards environment, ecology and community through participation in tree plantations drives, clean campus programmes and blood donation and communal harmony programmes

5.2 Efforts made by the institution for tracking the progression

Members have probed into the various departments to keep a track of the processes involved in betterment of the students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2141	0	0	0

(b) No. of students outside the state

NIL

(c) No. of international students

No	%

Men

No	%
0	0

Women

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
1383	441	99	197	1	2120	1383	428	124	206	1	2141

Demand ratio 9.91:1

Dropout % = 31.46

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

NIL

No. of students beneficiaries

NIL

5.5 No. of students qualified in these examinations NIL

NET	<input type="text" value="2"/>	SET/SLET	<input type="text" value="2"/>	GATE	<input type="text" value="0"/>	CAT	<input type="text" value="0"/>
IAS/IPS etc	<input type="text" value="0"/>	State PSC	<input type="text" value="0"/>	UPSC	<input type="text" value="0"/>	Others	<input type="text" value="0"/>

5.6 Details of student counselling and career guidance

- Handicrafts Training organized by Alumni Association from 04/12/2014 to 18/04/2015.
- Beautician course organized by Alumni Association from 05/12/2014 to 23/02/2015.

No. of students benefitted

89

5.7 Details of campus placement NIL

<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

Seminar on Gender Discrimination on 11.12.2014

5.9 Students Activities

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

State/ University level

9

National level

NIL

International level

NIL

No. of students participated in cultural events

State/ University level

NIL

National level

NIL

International level

NIL

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

Sports : State/ University level

3

National level

NIL

International level

NIL

Cultural: State/ University level

NIL

National level

NIL

International level

NIL

5.10 Scholarships and Financial Support

	Number of students	Amount (Rs.)
Financial support from institution		
Financial support from government	528	1584000
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

Criterion – VI6. 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 No

For PG Programmes Yes No

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

Like previous years Handicrafts Training and Basic Beautician Courses were continued.

Apart from the courses, a very enlightening seminar on "Women Progress and Expectations" was held which not only highlighted the status of rising Indian women today but also helped in sensitizing the students to create a room for their own. The seminar was organized to celebrate reunion of the college students on 19th December 2014, and the speakers were Smt. Sujata Bhowmick, ex-Principal, Malda Women's College and Ireen Subnam, Alumni member.

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 programmes have been devised yet.

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 computers in Teachers' Common Room.
- II) Installation of photocopying machines in library and office.

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

- Workshop on "Safety, Security and Protection of Women and Girls: Special Focus on Rape and Trafficking"
- Awareness Regarding Environment on 11.09.2014

7.4 Contribution to environmental awareness / protection

- Awareness Programme regarding environmental protection on 12.12.2014.
- Awareness Programme on Women and Child Rights on 06.09.2014.
- Awareness Programme on Healthy Life and Health Check up on 30.01.2015.

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.

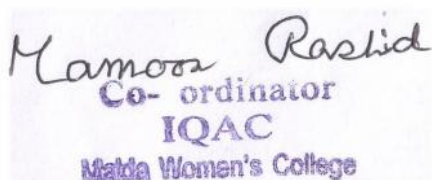
Threats

As an institution of a high social repute in Malda, the college faces no perceptible danger from any quarters. Apart from this, we have a high drop-out rate.

8. Plans of institution for next year

- The institution plans for introduction of new subjects in the curriculum.
- Planning for introduction of Audio System in the class rooms.
- Planning for provision for Arsenic free water supply in the college campus.

Name: Mr. Mamoon Rashid



Signature of the Coordinator, IQAC

Name : Dr. Chaitali Chattaraj



Signature of the Chairperson, IQAC

ANNEXURE IA

Feedback Analyses: 2014-2015

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 – 1B

PROFORMA OF FEEDBACK FORM

MALDA WOMEN'S COLLEGE, MALDA	
P.O. & Dist-Malda, Pin-732101	
<u>STUDENTS' FEEDBACK ON TEACHERS</u>	
University Roll No. :	Department :
<p>Dear students, you are requested to give your frank and objective opinion about the Teaching of faculty and Institutional facilities on under mentioned points. It will help us to improve and maintain quality of the Institution. Your response will be kept confidential. Rank each point on a fine point scale.</p>	
1 = Excellent ; 2 = Good ; 3 = Fair ; 4 = Poor ; 5 = Very poor	

Subject of Evaluation	1 Excellent	2 Good	3 Fair	4 Poor	5 Very poor
1. Ease of comprehension of subjects taught					
2. Completion of Syllabus					
3. Timeliness of Practical work					
4. Fairness of evaluation					
5. Library facilities					
6. Laboratory equipment					
7. Computer facilities					
8. Recreational facilities					
9. Extra-curricular activities					
10. Sports facilities (boys / girls)					
11. Canteen facilities					
12. Campus cleanliness					
13. Communication facilities					
14. Hostel facilities					

ANNEXURE – II**ACADEMIC CALENDAR****MALDA WOMEN'S COLLEGE****ACADEMIC CALENDAR FOR THE SESSION 2014-2015**

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
2014 July 31 days	6, 13, 20, 27 4 days	29, 30 2 days	Nil	Nil	25 days	1 – 31 except Sunday and holidays : GBU Exam and admission and meetins of different committees	B.A. Part I and II General Examination B.A. Part I Admission and counselling	Nil	Do	
2014 August 31 days	3, 10, 17, 24, 31 5 days	15 1 day	Nil	Nil	25 days	2, 10	UGB Exam 10 th August Prog. of Found. day	4 – 9, 11 – 14, 16, 18 – 23, 25 – 30 23 days	Admisnistrative work TC Meeting	B.A. 1 st year, 2 nd year and 3 rd year classes commence on 4/8/2014
2014 September 30 days	7, 14, 21, 28 4 days	23 1 day	29, 30 Puja Vacation 2 days	Nil	23 days	03, 05, 20 3 days	Freshers' Welcome, Teachers' Day, Meetings	1, 2, 4 – 6, 8 – 13, 15 – 20, 22, 24 - 27 23 days	Do	
2014 October 31 days	5, 12, 19, 26 4 days	NIL	1 – 27 Puja Vacation 27 days	Nil	4 days	NIL	Nil	28 – 31 4 days	Do	
2014 November 30	2, 9, 16, 23, 30 5	4, 6, 2 days	Nil	Nil	23 days	NIL	NIL	1, 3, 5, 7 – 8. 10 – 15, 17 – 22,	NSS Programme, Classes	

Annual Quality Assurance Report : 2014-2015

Malda Women's College

days	days							24 - 29 23 days		
2014 December 31 days	7, 14, 21, 28 4 days	25th	NIL	(25 - 31) 6 days	26 days	NIL	Meetings of Academic, Examination and election committees 24 1 day	1 - 6, 8 - 13, 15 - 20, 22 - 24 21 days	Cultural competitions on 3 rd December, Reunion on 19 th December Entry in service classes	
TOTAL	26		29	6	126			94		

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- Lecturer s/Tutorials / Unit tests / Seminars etc	Remarks
Previous	26	06	29	6	126	36		94		
2015 Jan 31 days	(4,11,18,25) 4 days	(1,12,23,26) 4 days	Nil	Nil	23 days	21,22 2 Days 13,14,15	Student Election Test Exam	(2-3,5-10,13-17,19,20,24,27-31) 21 days		NSS Health Prog 1 day
2015 February 28 days	(18,15,22) 4 days	12,19 2 days	Nil	Nil	22 days	11 1 day 2,3,4 3 days	College Sports Test Exam. of B.A 3 rd Yr. (Hons & Gen)	(2-7,9-10,13,14,16-18,20,21,23-28) 21 days	Test Exam and classes	Evaluation of Test Exam / Post- Test Coaching & Counseling
2015 March 31 days	(1,8,15,22,29) 5 days	5,6 Doll Jatra 2 day	Nil	Nil	24 days	2,3,9-14,16,21,23,25,27 14 days	Test Exam Part-I & Part-II UGB Final Exam Part-III	4,7,9-14,6-21,23-28,31 21 days	Classes Test, UGB Final Exam	Post- Test Coaching & Counseling

Annual Quality Assurance Report : 2014-2015

Malda Women's College

2015 April 30 days	5,12,19, 26 4 days	3,14,15,22	Nil	17-30 14 days	22 days	1,2,4,6-10 8 days	UGB Part-III Examination	11,16 2 days	Seminar Bengali Department 13-04-15	Class Suspended from 1-10 & from 17-30 due to UGB Exam
2015 May 31 days	3,10,17, 24,31	1,9 2 days	Nil	1-31 24 days	24 days	7,8,11-16,18-23, 25-30	GBU Exam	Nil	Nil	
2015 June 30 days	7,14,21, 28 4 days	Nil	Nil	Nil	26 days	1-6,8-13, 15-19	GBU Exam Admission	Nil	Nil	Academic Calendar & Class-routine for session 2015-16
TOTAL	52		29	51	267			159		

ANNEXURE – III

STATEMENT OF ASSETS

MALDA WOMEN'S COLLEGE							
STATEMENT OF ASSETS AS PER ASSETS REGISTER AS ON 31-03-14							
SL. No.	ASSETS	Openin Balance	Additi on	Total Rs.	Rate of Depersiatio	Dereciati on Rs.	Closing Balance Rs.

Annual Quality Assurance Report : 2014-2015

Malda Women's College

					n		
1	Land	2,24,793. 75	0.00	2,24,79 3.75	0	0.00	2,24,793.7 5
2	College Building	121,33,6 22.37	0.00	121,33, 622.37	2.50%	3,03,340 .56	118,30,281 .81
3	Student Hostel Building	34,36,48 2.92	6,18,9 50.00	40,55,4 32.92	2.50%	1,01,385 .82	39,54,047. 10
4	Teacher Hostel Building	8,32,640. 32	0.00	8,32,64 0.32	10.00%	83,264.0 3	7,49,376.2 9
5	Furniture & Fixture (College)	5,93,917. 09	1,65,1 00.00	7,59,01 7.09	10%	75,901.7 1	6,83,115.3 8
6	Furniture & Fixture (Hostel)	24,024.7 9	0.00	24,024. 79	5%	1,201.24	22,823.55
7	Electric Motors & Tubewell	90,984.5 3	0.00	90,984. 53	25%	22,746.1 3	68,238.40
8	Lab & other Equipments	6,21,578. 96	0.00	6,21,57 8.96	25%	1,55,394 .74	4,66,184.2 2
9	Library Books & Journal	15,23,47 8.06	29,987 .00	15,53,4 65.06	5%	77,673.2 5	14,75,791. 81
10	Library Book Bank	25,059.8 8	0.00	25,059. 88	5%	1,252.99	23,806.89
11	By-Cycles	632.02	0.00	632.02	10%	63.20	568.82
12	Sport Equipments	7,711.77	7,624. 00	15,335. 77	10%	1,533.58	13,802.19
13	Misc Equip.(Inter Com,Invertor,Emergency etc)	32,307.2 0	0.00	32,307. 20	10%	3,230.72	29,076.48
14	Computer	5,30,662. 18	10,000 .00	5,40,66 2.18	25%	1,35,165 .55	4,05,496.6 4
15	Xerox-Machines	22,298.9 8	0.00	22,298. 98	25%	5,574.75	16,724.24
16	Generator Set	39,526.3 6	0.00	39,526. 36	25%	9,881.59	29,644.77
Total		201,39,7 21.18	8,31,6 61.00	209,71, 382.18		9,77,609 .86	199,93,772 .34

ANNEXURE- IV**Best Practice: 2014-15**

1. Name of the practice: Workshop on “Safety, Security and Protection of Women and Girls: Special Focus on Rape and Trafficking”

Goal: The primary goal of such an initiative was to make the students aware on trafficking so that they do not get entrapped by any such lure.

Context: Malda is notorious for numerous cases of human and women trafficking. Besides the fact that this area is economically and socially backward, some of the environmental problems, the bank erosion being the most notable, has resulted into large-scale out migration and occupational shift in the population. These vulnerable migrants are very easy victims of traffickers, the women being the most unfortunate ones. The basic strategy of these traffickers is first to lure them with hopes of better employment opportunities and then to make them enter into the field of flesh trade. The poor and uneducated people fall easy victims to them. Therefore, we took steps to prevent this crime by making our students aware about human traffic and possible consequences. We expect that our students will try to pass on the information to their respective communities.

Practice:

The workshop was attended by our students and fellow teachers. Mrs. Sreerupa Mitra Chowdhury, Chairperson, Special Study Expert Committee on Rape and Gender, Violence, National Commission for Women, Govt. Of India. Besides being a renowned social worker Mrs. Choudhury has worked on the ‘Nirbhaya’ Scheme of the Govt. Of India and is locally referred to as *Nirbhaya Didi* in the rural areas of Malda District. She gave an excellent presentation cum demonstration in this regard. The students were immensely helped by this endeavour.

Evidence of Success:

Since trafficking is a social phenomenon, the direct evidence of success of this workshop may not be deciphered. But we believe that our students have passed on the knowledge gained in this workshop to their fellow friends, family members and folk.

2. Name of the practice: Awareness Regarding Environment on 11.09.2014

Goal : To create awareness on contemporary environmental issues.

Context:

Now a days the context of environment and sustainable development has become a burning issue resulting from continuous depletion of the biosphere. In this connection, it is of prime importance that the degradation of the natural environment due to anthropogenic interference need to be curbed. It is well recognized that most of the cases of environmental degradation may are due to lack of awareness among the mass. Keeping this fact in mind an environmental awareness camp

was organized in this college so as to facilitate the students who will transfer the knowledge gained in this workshop to their immediate neighbourhoods.

Practice:

This workshop was attended by about 104 students of this college and Mr. Arunayan Sharma, District Child Protection Officer, Malda was kind enough to deliver a special lecture highlighting the importance of the environment, both physical and social. The students listened to the eminent speaker with keen interest and because of the fact that the session was an interactive one, important facts were disseminated to them. Also, they were encouraged to pass on the information to their immediate neighbourhoods.

Evidence of Success:

After this programme, students have taken special interest to keep the campus clean and green. Also, they informed that this workshop helped them in making them aware about the importance of environment.