



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Muralidhar Girls' College
• Name of the Head of the institution	Dr. Kinjalkini Biswas
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03324644371
• Mobile No:	9433112142
• State/UT	West Bengal
• Pin Code	700029
2.Institutional status	
• Type of Institution	Women
• Location	Urban
• Financial Status	UGC 2f and 12 (B)
• Name of the Affiliating University	University of Calcutta
• Name of the IQAC Coordinator	Dr. Suvasree Dutta (Dasgupta)
• Phone No.	09830322020
• Alternate phone No.	03324641312
• IQAC e-mail address	mgqiqac2018@gmail.com
• Alternate e-mail address	suv_dutt_dg2009@yahoo.com
3.Website address (Web link of the AQAR (Previous Academic Year)	http://muralidhargirlscollege.ac.in/pdf/iqac-aqar/FINAL-AQAR-2020-21.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	http://muralidhargirlscollege.ac.in/pdf/ACADEMIC_CALENDAR/MGC_IQAC_ACADEMIC_CALENDAR_2021-22.pdf

5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	76	2004	03/05/2004	02/05/2009
Cycle 2	B++	2.76	2016	05/11/2016	04/11/2021
6. Date of Establishment of IQAC			30/11/2004		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
0	0	0	0	0	
8. Whether composition of IQAC as per latest NAAC guidelines			Yes		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 			View File		
9. No. of IQAC meetings held during the year			4		
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 			Yes		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 			No File Uploaded		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?			No		
11. Significant contributions made by IQAC during the current year (maximum five bullets)					
<p>1. Learning Management System was implemented to facilitate smooth evaluation process during pandemic, with future plans of utilising it for further e-learning purposes. 2. The 80th Anniversary of the College was held in the online mode, through a two-day online programme which included students, present and retired Staff and Alumni of the College. 3. A large number of Career Counselling/Placement training sessions for various governmental and non-governmental jobs were held for the students with the help of external industry experts from different Government and Private organisations. 4. Academic and Administrative Audit was carried out with the help of external experts. 5. After the pandemic, MOU was resumed with an e-waste management agency 'HULLADEK' to ensure eco-friendly disposal of e-waste generated in the college. A number of MOUs was also signed with different colleges as well to collaborate on faculty exchanges (online and offline), webinars, student development workshops, etc. The college thus took concrete steps to collaborate with different bodies for quality enhancement in pursuance with NEP 2020.</p>					
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year					

Plan of Action	Achievements/Outcomes
G-Suite would be purchased for the purpose of holding large online programmes/conferences/seminars	G-suite was purchased and used for conducting and recording large online programmes/conferences/ seminars.
Women's Day would be held through an intra-college inter-departmental wall magazine competition	A LIVE Wall Magazine Competition was held.
Applications would be made to various governmental and private organisations for Corporate Social Responsibility funds/donations.	Applications have been made to various organisations for CSR funds/donations.
The second phase of add-on courses would be carried out after the enthusiastic response of the students to the first one.	The second phase of the add-on courses was carried out successfully in the online mode.
The AQAR would be timely submitted.	The AQAR is being timely uploaded.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body	15/12/2022
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	26/02/2022
15. Multidisciplinary / interdisciplinary	
<p>The college visualizes a future where women empowerment is no more a goal but a reality. Assurance of justice and equity in society to women by extending academic, financial, emotional and moral support is the focal point of the vision of the Muralidhar Girls' College. The institution inculcates the belief in self as a woman by empowering them. The vision of this institution is to transform itself into a holistic multidisciplinary institution by imparting knowledge, social and technical skills required for living and working in the modern world and are flexible in their approach to careers. In accordance to New Education Policy (NEP), this institution encourages in organising inter departmental seminars and webinars, which ensures ample exposure of the students to interdisciplinary research fields. The webinar organised by Political Science Department in collaboration with SPARSH would stimulate respect and sensitivity for others through exposure to cultural diversity, languages and human rights, especially women's rights. Muralidhar Girls' College offers several Add-On Courses to create and develop professional competence of the students so that their knowledge receives the attention it deserves. Our co-curricular activities are a celebration of this objective. The Photography club, college excursions equip the students to embrace challenging and emerging professional as well as life skills to cop up in this globalized Indian economy. Our objectives comprehensively delineate our vision and mission of sustainable growth as an institution of higher learning. We believe that true education is one that lasts with the students forever. So, life skills, critical thinking, problem solving and interpersonal skills are a major part of our pedagogy.</p> <p>The core values defining Muralidhar Girls' College are- Respect for learning, gender equality, diversity and inclusivity and integrity. The flexibility of the institution helps the students to get exposed to innovative curriculum that includes credit-based courses (CBCS). The main objective of the college is to foster a vibrant atmosphere conducive to the all round development of students and National Service Scheme (NSS), National Cadet Corps (NCC), Yoga course, Self defense course (Sukanya) ensure their capacity building initiatives and inculcate social awareness and responsibilities. Webinar on "Women's Rights, Discrimination Against Women", Blood Donation camp, "Gender Sensitization" by Swayam disseminate the knowledge of social responsibility and sensitize the young girls towards social concerns.</p> <p>The crucial role played by the Principal and the faculty members of the college in preparing an eco-friendly college campus needs to be appreciated. Muralidhar Girls' College has assigned Global EHS Consultant, Kolkata to conduct green audit as per the</p>	

Criteria 7 of NAAC. The aim of the Green Audit is to survey the existing environmental practices and to assess the significance of the features found to facilitate the development of Environment Action Plan (EAP) with clear, long-term objectives and the program for implementation. The overall environment of the college campus is being safe guarded with various activities. The utilization of the renewable resources is being observed through rainwater harvesting unit, reuse of waste water, rooftop solar panels for increasing electricity efficiency, and the green coverage across the college campus. Waste management is also effectively managed through safe disposal systems of wet and dry waste. In a nutshell, Muralidhar Girls' College has relentlessly endeavored to impart value-based education in order to ensure the holistic development of young women in every aspect of life.

16. Academic bank of credits (ABC):

The college is awaiting further orders and instructions from UGC, Department of Higher Education and the University of Calcutta, to which it is affiliated, for implementation of academic bank of credits.

17. Skill development:

In the changing landscape of knowledge and skill acquisition, there is a need to re-evaluate programmes offered by the Higher Education Institutions (HEIs) in India as well as the need to revise traditional modes of knowledge delivery. In adherence to New Education Policy (NEP), Muralidhar Girls' college encourages a curriculum which shall not only build character, impart essential values, but at the same time prepare students for gainful employment. In accordance to NEP, skill development with the introduction of vocational training as well as following the Online and Distance Learning (ODL) methodology, the college has facilitated multidisciplinary education and promoted research.

The college offers Travel and Tourism Management (TTMV) vocational course to the students. The course has been drafted as a three-year semester wise undergraduate course under CBCS as prepared by the U.G. Board of Studies in Commerce, Calcutta University. Breaking the confines of traditional career modes while at the same time learning essential skills, this course teaches students business management, marketing foundations, human resources, project management, sustainability, cross-cultural understanding, and much more. The skills and information acquired through this curriculum are valuable and transferable to a variety of vocations. By the end of the course, students have a broad understanding of several important business principles. As a part of skill enhancement initiative, the college also offers courses such as, Soft skill with the help of industry expert Parmita Dhar, Media Writing, Speaking and Communication with trainers, Smt. Tiyasha Gupta and Smt. Sukrity Mukherjee, Embroidery, Cutting & Tailoring with trainer Mahuya Maity, Self Defence by master instructor, Shihan Supriyo Biswas, Nutrition and Dietetics by expert, Smt. Sharanya Bhattacharjee, instructions in Spoken English by various expert trainers along with offering many more courses. These courses are delivered using the ODL methodology and blended approach as needed. These courses have recorded good enrolment as the college persistently encourages its students to opt for them in order to better place themselves in the future job market. Even for the Majors offered by the college, the institution takes care to re-enrol a student if they, owing to unavoidable circumstances, leave the course mid-way.

Muralidhar Girls' college has relentlessly endeavoured in providing value-based education to nurture positivity, ethical, constitutional and universal human values along with advocating scientific temperament. Free psychological counselling is provided to students and outsiders at the college premises under the aegis of the cell formed for the purpose, Jagriti. To promote mental health awareness, the college further has plans for a Memorandum of Understanding (MOU) with "Turning Point", a voluntary Non-Governmental Organization engaged in mental rehabilitation in Kolkata. The college observes important events such as the National Science Day, International Day of Yoga, International Women's Day along with conducting medical camps for disease awareness like Thalassaemia and AIDS. The National Cadet Corps (NCC), National Service Scheme (NSS) and Bratachari sessions (comprehensive programme of physical, mental, and intellectual culture) conducted in association with Bengal Bratachari Samiti for the college students also strengthens the fostering of universal human values of truth (satya), righteous conduct (dharma), peace (shanti), love (prem) and non-violence (ahimsa). The college thus encourages all-round skill development.

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

The various constructive recommendations of New Education Policy (2020) for promoting Indian art and culture by integrating them in the main curriculum has been a primary concern of the College. India holds a distinct position at the global stage because of its cultural developments, civilisational values and rich literature in all the fields. Therefore, all curriculum and pedagogy envisioning in Muralidhar Girls' College strongly prioritises inclusion of local knowledge that is rooted in Indian tradition.

To promote and preserve India's cultural wealth, the Sanskrit Department of Muralidhar Girls' College imparts Sanskrit language training to not only learn the language and its rich literature, but also for students to practice conversing in the same. The World Sanskrit Day is celebrated with aplomb on the day of Rakhi Purnima by the college and its students to promote the rich history of this language. Muralidhar Girls' college has always maintained its tradition of being closer to its roots by beginning any programme by chanting Vedic mantra of Swastivachan. The Department also conducts quizzes, deploys micro teaching techniques using the Sanskrit language to facilitate its use in day-to-day academic activities in the college. An additional course called "Sanskrit language and Indian Culture" is under development by the Department to attract more students to learn and speak the ancient language. The course is due to be taught by a trained professional who is also an alumni of the College.

The Bengali Department of the college is similarly entrusted with training students and promoting the Bengali language with its study of diverse literature. International Mother Language Day on 21st of February is observed in the college with students participating in various cultural programmes such as traditional Bengali folk songs, folk dance, Rabindra sangeet competition and many such activities. Basanta Utsav or Holi, the festival celebrating Spring and the colourful tradition of our country, is observed in the college where students and faculty members from all the Departments participate in various cultural activities. To promote Indian art and craft, the college also arranges for the festivity, "Anandamela" where students display their extra-curricular interest in this field, while developing their entrepreneurial skills.

Cultural programmes and activities that celebrates India's wealth of knowledge to introduce students to its rich historical significance has been a top priority in the college. All the Departments in Muralidhar Girls' College uses bilingual teaching mode during its offline and online classroom teaching to communicate and impart learning to all section of the students. The curriculum of this nature would ensure that education is relatable, relevant, interesting, and effective for our students. It will also lead to strong identity formation as the young generation would be well versed with the rich culture and heritage of India and can take pride in it.

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

Muralidhar Girls' College focuses on achieving set outcomes that are clearly defined by all the departments. All the departments have formulated course/ programme outcomes, which are uploaded in the college website, so that both students and faculty have a clear academic path in mind. While outcomes are reached through the prescribed syllabus, the college also arranges co-curricular activities to more effectively reach those outcomes. All the departments of the college take the initiative to organize field visits and excursions in accordance to the courses. Outcomes-based learning attempts to focus clearly and deliberately on student learning. The Department of English, in adherence to Outcome-Based Programming is collaborating with institutions with existing language laboratory facilities to sharpen the communication skills of all the students at the end of the formal, traditional education. The subjects under the Humanities stream aims to inculcate the respect for other culture and religion among the students and become a responsible citizen. Memorandum of Understanding (M.O.U.) between departments of Muralidhar Girls' College and other renowned colleges of Kolkata offers a great exposure of the students to this global economy. Activities like faculty exchange programme, student exchange programme, hybrid mode of teaching, the principles of M.O.U. engage the students with the current industrial needs, trending and contemporary activities in academia. Department like, Geography contributes to science as a part of the broad, creative, multidisciplinary effort to advance the frontiers of knowledge. After Graduation, the students can opt for jobs like schooling teaching, competitive exam like WBCS, UPSC, and Meteorological assistant in IMD. They can also get a diploma in Jute technology, Remote Sensing and GIS. The Department of Chemistry fosters a spirit of understanding the present and future industrial needs. All other departments of Science and Humanities inculcate the spirit of enquiring, analyzing and working in this present global economy.

20.Distance education/online education:

The college took great strides to adopt itself to blended/ online mode of learning during the pandemic. The classes were held according to the regular routine in the online mode during the lock down. Learning Management System was utilised for smoother teaching -learning and evaluation. Resources were distributed to the students through online modes and the teachers have continued the practise of online distribution of resources even after the resumption of physical classes. Online groups were created of the teachers with the classes were created for hassle free exchange of information. This practise is still in use since it has proven to be beneficial for ensuring smooth flow of information amongst teachers and students.

The add on courses offered to the students for increasing their employability are offered in the online mode for convenience of both trainers and students.

The college hosts a study centre of the Indira Gandhi National Open University, which provides a readily available avenue to the existing students for pursuing higher education.

The college is ready to adapt itself with newer modes of pedagogy to fit in with the changing demands of the times and the vision of the NEP. The dynamic staff update themselves on modes of online/ blended education by attending regular seminars, workshops and conferences on these topics.

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	629
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1274
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1068
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	415
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	49
File Description	Documents
Data Template	View File
3.2 Number of Sanctioned posts during the year	50

File Description	Documents
Data Template	View File
4. Institution	
4.1 Total number of Classrooms and Seminar halls	38
4.2 Total expenditure excluding salary during the year (INR in lakhs)	14.66621
4.3 Total number of computers on campus for academic purposes	67

Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>Muralidhar Girls' College, founded on the motto "Atmadipo Bhabo" is affiliated under University of Calcutta. The institution follows the Curriculum and Syllabus (based on CBCS), designed by the parent university and implemented in the year 2018.</p> <p>The CBCS covers Core Course (CC), Ability Enhancement Compulsory Course (AECC), Language Compulsory Course (LCC), Skill Enhancement Course (SEC), Discipline Specific Elective (DSE) and Generic Elective.</p> <p>Presently the institution offers 20 regular subjects under five programmes (B.A./B.sc. Honours, B.A./B.Sc. General, and B.A. Major in Travel and Tourism Management Vocational with ENVS as Compulsory Subject).</p> <p>In order to deliver the curriculum in the most effective way, the institution provides maximum subject combination for academic flexibility and interdisciplinary demand of students.</p> <p>Advance preparation is practised for effective implementation of the curriculum. Academic Sub Committee, IQAC, Central Routine committee and departments works hand in hand.</p> <p>The institution practices blended methods for the teaching- learning process and adopts and practices new measures learnt by the faculties through various faculty Development Programs.</p> <p>The assessment and evaluation process is strictly practised via regular evaluation. Also Institutional Academic Audit is carried out for proper transparency.</p> <p>The institution also provides free internet browsing centre and ICT enabled classrooms.</p>	
File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=48&Itemid=0
1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)	
<p>Muralidhar Girls' College IQAC team members prepare the academic calendar every year, after proper consultation and discussion with all the Head of the Departments, covering all the academic and administrative events. Details such as of admission procedure, evaluation and assessment (both internal and external), Online form fill up tenure, events of National and International importance, details of seminar and workshop to be conducted, co-curricular events for students such as Annual Social, Annual Sports and other Intra-College Competitions are reflected in the academic calendar. The academic calendar helps the student immensely in advance preparation, for their course study well before the evaluation and assessment. The faculties also plan out their future</p>	

course of action well in advance such as syllabus distribution, updating reference reading list, new innovative ways of evaluation and others through regularly held departmental meetings. Different assigned committees such as Central Routine Committee, Admission Committee, Student Support Committee, Cultural Committee, NSS Committee and many more also design their action work plan. As per the NAAC recommendation, emphasis is given on Value Added Course and Skill Oriented Courses.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=57&Itemid=0

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 of the above
--	-----------------------

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

39

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

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

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

07

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

641

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

641

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Muralidhar Girls' College's parent university, "University of Calcutta" incorporates relevant issues to Professional Ethics, Gender, Human Values, Environment and sustainability into the curriculum. The institution exercises the effective implementation of these values through blended methods. Faculties use various means in their teaching methods and aid to incorporate the values among the students. For the practical implementation various workshop, seminars, training and awareness programmes are also organized both from the departmental and institutional level. The Students also take active participation in such program.

The college has also formed different committee specially to fulfil the holistic development of the student. In such, the strong wing of the NSS (Unit 1 and 2), NCC, IQAC, Seminar Committee, Cultural Committee has conducted relevant empowering events for the students.

Apart from providing various platforms, the following listed initiative has also been adopted by the institution. 1) Rain water harvesting 2) Solar panel

Also Value Added Courses in a phrased manner is provided free of cost, listed below:

1) Yoga class 2) Karate and self-defence course 3) Media Writing, Speaking and Presentation 5) Soft Skill Development 6) Nutrition and Dietetics 7) Embroidery, Cutting and Tailoring 8) Sexual harassment in work place and its legal aid.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

02

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

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

39

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	View File

Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	http://muralidhargirlscollege.ac.in/pdf/Student-Satisfaction-Survey-Report-2021-2022.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
1068	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
138	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>A detailed lesson plan is prepared for a better understanding of the Course that the students have chosen. Teachers remain alert to the responses of the students during the early lessons and the slow learners and advanced learners are identified without any overt discriminatory attitude.</p> <p>ADVANCE LEARNERS</p> <p>Seminars, workshops, quizzes are conducted by various departments which further helps the students to gather more knowledge.</p> <p>The advanced learners of all the departments are encouraged to read more critical materials.</p> <p>Meritorious Students are given awards at the College Annual Prize Distribution Ceremony to encourage them to keep up their good work.</p> <p>SLOW LEARNERS</p> <p>Remedial Class and special lectures are arranged for the students who are identified as slow learners.</p> <p>Faculty members of all departments arrange special doubt clearing sessions both inside and outside the classroom.</p> <p>The College organize PTMS to inform the guardians about the progress of their wards and the teachers provide further guidance to the parents of the slow learners, so that the students can improve their grades.</p>	

Some departments of Humanities organize film shows based on literary texts; and even give special attention to improve their language skill and writing ability.

All the Departments have individual seminar libraries where the slow learners are encouraged to participate from where they get extra help using reference books.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
1274	49

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

EXPERIENTIAL LEARNING

Amongst several teaching methods, micro teaching and group discussions are adopted by the teachers to involve the students in the teaching learning process.

Some departments arrange field visits and excursions for the students for an overall learning experience.

The College takes special care to build up entrepreneurship skills by arranging an Annual Fete where not only present but also ex-students participate and sell their products.

PARTICIPATIVE LEARNING

The college provides several Add on and Soft skill Courses to the students.

Students are encouraged to participate in activities like sports, Yoga and Self Defense classes.

Students are encouraged to join the NSS and NCC so that they can gain experience through several social service projects and outreach programmes.

PROBLEM SOLVING METHODOLOGIES.

Science Departments try to inculcate problem solving methods by exposing them to several experiments in their practical classes.

Remedial classes are arranged by departments for a better understanding of the students.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

ICT

Faculty members of all the departments are making an effective use of the ICT tools in the teaching learning process.

Many departments arrange film screening, live non-fiction programmes that are related to the texts or topics in their syllabus.

Students and teachers are well connected with each other even outside the college premises through WhatsApp. Any doubts or problems faced by the students outside the college timing are also solved by the teachers.

The Principal of the college is also part of important WhatsApp groups related to teachers and students where important information is passed on even on holidays.

Several rooms are specifically dedicated for the use and understanding of the ICT tools.

The College website is updated regularly where students get important information related to Fees, Examination, Scholarship, teachers' profile, etc.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=104&Itemid=0

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

2.3.3.1 - Number of mentors

16

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

49

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

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

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

22

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

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

2.4.3.1 - Total experience of full-time teachers

628.2

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

2.5 - Evaluation Process and Reforms

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

Internal examinations and Tutorials are evaluated within a stipulated time period as given by the University of Calcutta and uploaded in the University portal.

The Examination Committee along with the CBCS Committee prepare a timetable for a proper conduction of Internal Assessments and Tutorials.

The IQAC, CBCS and Examination Committee maintains the system of continuous internal evaluation throughout the year.

Throughout the Pandemic period, the college conducted the university examination through the LMS. Here, the question papers were uploaded by the faculty members and the students answered the papers and uploaded their answer scripts against the question papers.

Answer scripts are preserved for future clarification if raised by the students.

The college library preserves the previous years' question papers which are easily accessible to the students.

After Internal Assessment the parents are informed about the performance and progression of their children if needed.

In case of any unfair activities the Principal of the college is informed who decides about the course of action to be taken against that event.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	http://muralidhargirlscollege.ac.in/examination.php

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

Muralidhar Girls' College has a robust mechanism to ensure that the process of continuous assessment is transparent, efficient and in the best interest of students.

The college displays the timetable well in advance so the students get adequate time to prepare for their examination.

A Schedule is prepared and circulated amongst all the departments for the submission of the question papers by the Examination Committee.

If any student expresses dissatisfaction regarding the marks obtained, they can approach the department for clarification. The department in such cases show the students their answer scripts and explain the reason behind the deduction of marks.

Students who participate in extracurricular activities like NSS, NCC and more are given the required attendance and are allowed to appear in the examinations.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

During the Orientation Programme at the departmental level the teachers introduce the students to the outcome of each course in detail. The teachers discuss in detail the job opportunities that are available to the students in respect to their programmes.

The Departmental Heads communicate to the departmental faculty members regarding the outcomes of the course selected by the students.

The students are made aware of the syllabus and the examination pattern at the very beginning of their academic session by the faculty members and through the college website.

The departments hold discussions to design master plans to focus on the outcomes attended by the students from several programmes and courses.

The teachers share several reference books, movie clips, links and pdfs of certain books related to their course through WhatsApp.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=59&Itemid=0
Upload COs for all courses (exemplars from Glossary)	View File

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

The Course Outcome is also appropriately framed along the lines of Programme Outcome.

During the period of study, the outcome of a course is measured through assignments, class tests and are evaluated by the teachers.

The attainment of the programmes offered by the college is measured through internal assessment and tutorials/practicals on the one hand and end semester University examination on the other hand.

The results of the passed-out students help us to study the degree of attainment that has been achieved and can be improved in the future regarding the learning outcomes of the several programmes and courses offered by the college.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=59&Itemid=0

2.6.3 - Pass percentage of Students during the year

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

363

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	http://muralidhargirlscollege.ac.in/pdf/iqac/ANNUAL-REPORT-21-22.pdf

2.7 - Student Satisfaction Survey

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

<http://muralidhargirlscollege.ac.in/pdf/Student-Satisfaction-Survey-Report-2021-2022.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded

e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File
3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year	
3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year	
0	
File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil
3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year	
3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year	
11	
File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File
3.2 - Research Publications and Awards	
3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year	
3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year	
13	
File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/international conference proceedings per teacher during the year	
3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/international conference proceedings during the year	
4	
File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File
3.3 - Extension Activities	
3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year	
<p>Extension activities carried out by NSS and NCC cater to the all-round development of the students making them socially aware while contributing to the development of the community.</p> <p>NSS Activities</p> <p>Blood donation camp was organised where not only students but also members of the neighbourhood community participated. Both online and offline lectures were conducted to spread awareness about thalassemia, blood donation, post covid health, stress management, emotional distress, mental health. Awareness campaign was held to sensitise on gender issues and violence against women. Bratachari Course and Dance Therapy catered to overall development of personality. The volunteers campaigned against the use of plastic in Gariahat area.</p>	

NCC Activities

In order to promote cleanliness in the neighbourhood, Punit Sagar Aviyan and Clean India Programme were conducted. Rallies, seminars and awareness campaign were organised to sensitise students against use of drugs, tobacco. Volunteers also actively participated in nation building programmes and schemes like Fit India Freedom Run, AtmaNirvar Bharat and Ek Bharat Shrestha Bharat, Fit India Movement.

Volunteers actively participate in camps and adventure activities like trekking, paragliding which contribute to character building and leadership skills.

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

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

4

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

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

43

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

660

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

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

05

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

Any additional information	No File Uploaded
3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year	
3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year	
8	
File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File
INFRASTRUCTURE AND LEARNING RESOURCES	
4.1 - Physical Facilities	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	
<p>Our college tries its best to allocate and utilize the available financial grants for maintenance and upkeep of different facilities by organizing regular meetings of different sub-committees constituted for this purpose.</p> <p>Under RUSA grant, lab equipments and computers have been purchased for all departments and library. Instruments purchased at different times are recorded in a stock register, maintained by the Heads of the respective departments. Laboratories are regularly maintained by the respective teaching faculties of the lab based departments as well as by the laboratory assistants.</p> <p>For the last one year, due to the pandemic, College was operational in a blended mode (As lockdown declared by the Government time to time.). Students participated in the online classes along with the offline classes. Other than the regular classes, teaching learning process were supported by the teachers through you-tube lecture videos, tutorials, class notes etc which were regularly uploaded in the college website. Last year, college has introduced online teaching and Learning Management System (eTLMS) for better learning environment.</p> <p>The library database is also proposed to be incorporated into this TLMS system to have an exact integrated system.</p>	
File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=104&Itemid=0
4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.	
<p>The college has different committees to conduct cultural programmes and sports time to time. Due to intense heat and to maintain Covid protocol, this year annual sports have been organised indoor (Events: Yoga, Caroom, Chess, Karate, Table tennis and Go as you like) in the college premises on 29.04.2022.Gym was renovated and is fully functional now.</p> <p>15th December 2021, some of the students participated in Inter College Sports Tournament held at SAI Campus, Salt Lake.</p> <p>Cultural activities like Saraswati Puja, Independence Day Celebration, Rabindra jayanti, Sanskrit Day Celebration and many such other programmes were celebrated as usual. College celebrated its 80th birth day virtually on October 2021 with active participation of Students, all staff members and alumni.</p> <p>The gym area of the college is - About 360 Square feet (45 feet*8 Feet)</p> <p>Year of starting self defence class- 2016</p>	

Number of students in 2021-2022- 20

Year of starting Yoga class- 2016

Establishment of Gym- 2001 (Renovated on 2016 and 2021)

Number of students in 2021-2022- 22

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.youtube.com/channel/UCNhdJuK1XweLvuRzhS75T2w/videos

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

38

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

38

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://muralidhargirlscollege.ac.in/pdf/gallery/LCD-PROJECTOR.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

9.86768

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

4.2 - Library as a Learning Resource

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

The library is automated with customised software from "Synergie software Company" from the year 2013. Other than book acquisition all library operations are automated. During the last year (2021-22), library served the users through both online and off line mode.

Semester-wise three whatsapp groups are maintained with the class representatives of all departments. Soft copy documents are being supplied according to the students need. Students are also encouraged to use the online database Nlist. Separate user ids have been assigned to them. Besides subscribing a number of popular magazines, 11 Journals are subscribed for 5 years by the library.

Library utilised the RUSA grant by purchasing the following:

1. 1027 books for all the departments.
2. 4 new desktops.
3. 11 new journals subscribed for 5 years.
4. 5 new book racks.
5. Library is planning to incorporate the library database into the existing LMS with the implementation of the RFID system as per the suggestion of the Library committee.

- Name of ILMS software- Synergie + KOHA
- Nature of automation (fully or partially) - Partially
- Version- KOHA 21.5

• Year of Automation -2013	
File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=163&Itemid=0
4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	B. Any 3 of the above
File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)	
0.26612	
File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
68.84	
File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File
4.3 - IT Infrastructure	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	
<p>The college provides a good quality of IT facilities to help students and teachers for their studies. Most of the departments are provided with desktops and printers for smooth functioning of daily departmental activities.</p> <p>College has total 67 computers for academic use. All the computers in the college campus are connected through structured LAN.</p> <p>The college has two Broadband Internet Connection of Bharat Sanchar Nigam Limited with bandwidth 10Mbps each and one Broadband connection of Alliance Broadband Services Private Limited with bandwidth 250Mbps. Out of two Broadband Internet Connection of Bharat Sanchar Nigam Limited, one was installed before 2016 and other was installed in 2017-18 session. These two connections were continued up tp December 2021. Broadband connection of Alliance Broadband Services Private Limited has been used by the institution since 25.09.2020.</p> <p>For regular maintenance of computers, printers and photocopy machines, local vendor has been given the AMC. Internet service to the computer provided through hardware firewall and the college has installed Antivirus mechanism to manage the threat.</p> <p>The college Central library has five terminals for students internet browsing. Besides, they can search library database and also watch movies by playing CDs that the library have.</p>	

A separate computer browsing centre of the college is under construction	
File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
4.3.2 - Number of Computers	
67	
File Description	Documents
Upload any additional information	No File Uploaded
Student - computer ratio	View File
4.3.3 - Bandwidth of internet connection in the Institution	A. \geq 50MBPS
File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)	
4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)	
11.19996	
File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	
<p>Maintenance of different facilities are supervised by different sub-committees.</p> <p>Laboratory: Instruments purchased at different times are recorded in a stock register, repairing of the instruments is done by skilled technicians, as and when required.</p> <p>Library: Library committee meetings are held at regular intervals to develop policies for better service. Journal/Magazine, Daily Newspapers, Employment oriented Newspapers are subscribed on a regularly. Books are stacked in accordance with Dewey Decimal Classification System. Library dusting and pesticide spray is covered under AMC. All computers are also regularly checked and maintained under AMC.</p> <p>ICT: Under the RUSA fund and college fund, numerous desktops, laptops, projectors, handy-cam, printers etc. are bought and are distributed among different departments. Almost all the departments are provided with desktops and some departments are provided with laptops.</p> <p>Other Support Facilities: (i) A full time sweeper and casual sweeper for cleaning of campus. (ii) Regular water supply (iii) Uninterrupted power supply from the Solar panel installed in the roof top of the college saves electricity consumption from the CESC.</p> <p>(iv) A casual electrician is engaged for maintaining and servicing different electrical connection and operating generators</p> <p>(v) Entire college along with the library is under the CCTV surveillance which is maintained through AMC.</p>	

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=138&Itemid=0

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

466

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

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

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

282

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

C. 2 of the above

File Description	Documents
Link to institutional website	http://www.muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=115&Itemid=0
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

678

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

678

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File
5.2 - Student Progression	
5.2.1 - Number of placement of outgoing students during the year	
5.2.1.1 - Number of outgoing students placed during the year	
15	
File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
5.2.2 - Number of students progressing to higher education during the year	
5.2.2.1 - Number of outgoing student progression to higher education	
111	
File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File
5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)	
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year	
0	
File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state /national / international level (award for a team event should be counted as one) during the year	
5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.	
5	

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

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

The Muralidhar Girls' College Students' Council popularly known as "Chhatri Sansad" is an integral part of the college and takes an active part in the everyday workings of the college and works in tandem with the faculty members and college administration to ensure the overall development of the college. However, it is no longer an elected body, as students' election was put on hold in all the Colleges and Universities in the state. Under the West Bengal Universities and Colleges (Compositions, Functions and Procedure for Election of Students' Council) Rules, 2017 which came into effect in June 2017.

Presently, a students' body, comprising of all the selected Class Representatives of the different Departments of all the Semesters forms the Students' Council.

- It is represented in the Extended IQAC and the Anti Ragging Committee.
- It organises the Teachers' Day, Freshers' Welcome celebrations, etc.
- It participates in organising celebration of special days like the Independence Day, Republic Day, Rabindra Jayanti, Saraswati Puja, etc.
- The Students' Council actively participates in organising different inter college competitions throughout the year.

By encouraging students' participation in different activities, the college facilitates developing various skills and competencies among the students and fosters a holistic development.

File Description	Documents
Paste link for additional information	http://muralidhargirlscollege.ac.in/pdf/Students-Union-5-3-2.pdf
Upload any additional information	No File Uploaded

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

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

29

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

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

The Alumnae Association was formally established in 2002 and registered in 2004 under the Registration of Societies Act, XXVI, 1961 of the Government of West Bengal with the Registration No. 56218 of 2016-17 with 203 registered members. The Alumnae are a strong support to the institution. The College maintains a strong link with both the Alumnae and the former faculty and retired non-teaching staff. Regular meetings are held to

discuss different issues relating to the alumnae meets and other events. All the members of the Association, many of whom are well placed in different professional fields, take part in various activities of the College. A large number of alumnae participated actively in the 80th Foundation Day Celebration of the College, which was held during the year in the online platform.

- They are represented in the Extended IQAC.
- Most of the experts who acted as resource persons for the Addon courses are alumnae of the college.
- Many of the alumnae acted as judges in the various competitions organised by the college.

The re-registration of the Alumnae Association was delayed due to the pandemic situation and is currently under process. The Alumnae Association continues to remain an integral part of the college.

File Description	Documents
Paste link for additional information	http://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=139&Itemid=0
Upload any additional information	No File Uploaded

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision: Our vision is the empowerment and enlightenment of women through value-based, quality education so as to foster informed global minds. The institution plays a proactive role in enabling our students towards seeking employment and sensitizing them to international issues, so that they become equipped global citizens.

Mission: The mission of the college is succinctly expressed through our motto ATMADIPO BHABO. The institution aims at a holistic development of our students. The mission of the institution is in consonance with the Millennium Development Goal - 'Promote gender equality and empower women' (UNDP, Human Development Report 2002) and the National Education Policy to extend equal opportunities to all the students.

The vision and mission of the college is reflected in the governance, perspective plan and participation of teachers in decision making bodies. The apex body of governance of the college is its Governing Body which includes the President, Principal, university & government nominees along with teaching, non-teaching and student representatives. The GB helps shape strategies and inquires into the quality and progress of the activities of the college. This in turn helps the institution maintain an effective perspective plan through review of academic programmes and analysis based on the feedback of stakeholders and the IQAC.

File Description	Documents
Paste link for additional information	http://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=46&Itemid=0
Upload any additional information	View File

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

The effective leadership is visible in various institutional practices such as decentralization and participative management. This is clearly visible in the manner in which the workload is divided amongst members of IQAC. For instance, the members of IQAC are divided according to the seven criteria of NAAC. This division is followed for preparation of AQAR, and the respective teachers carry out the preparation of their allotted criterion. For the preparation of the SSR, the same members remain in charge of those particular criteria, and are also assisted by their own teams of four to five

teachers, from across departments to ensure maximum representation. The composition of the SSR is also currently being overseen by a group of experienced teachers who form the NAAC Steering Committee. This committee guides the different teams in their work and suggests necessary modifications. The Principal and the Coordinator of IQAC, along with the NAAC Steering Committee, regularly meet with the different teams to keep track of their progress and extend required administrative help. In this manner, duties are decentralised and carried out in an organised manner through maximum participation.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The pandemic necessitated more updated modes of pedagogy, particularly in modes of e-learning. To respond to the situation in a more effective manner, the IQAC and the academic sub-committee resolved to implement Learning Management System for sharing e-resources and for smooth conduction of examination in the online mode. The recommendations of the IQAC and the academic sub-committee, which took into account feedback received from students and staff regarding online education and evaluation, was forwarded to the Finance sub-committee to assess financial viability of implementation of LMS. The Finance sub-committee approved of the recommendation and forwarded it to the Governing Body for final implementation. After approval from the G.B., the software was purchased following financial norms, rules and regulations. As per recommendation from the IQAC, training programmes were held in the online mode for the faculty and students by the selected vendor, so as to ensure smooth implementation. Finally, the online evaluation process was successfully carried out for the remaining period of the pandemic. Thus, strategic/ perspective plan was effectively deployed in the implementation of LMS.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://cloud.muralidhargirlscollege.ac.in/
Upload any additional information	View File

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

The Governing Body is the apex body of governance in the college. The Governing Body consists of the President, the Principal (ex officio Secretary and Drawing and Disbursing Officer), government nominees, university nominees, nominee from Higher Education Council, teachers' representatives, non-teaching staff representative.

The Principal functions in consultation with the Governing Body. The Principal is assisted by IQAC, the office staff, the academic sub-committee, teachers' council, finance sub-committee, routine committee and various committees formed with approval of the Governing Body. The financial matters of the college are looked after by the Bursar, who is selected among the teachers, and approved by the Governing Body.

To assist the Principal and for the smooth functioning of the college, there is a Teachers' Council where the Principal functions as the Chairperson. The Teachers' Council selects one secretary and one assistant secretary amongst the teachers. The Head clerk assists the Principal in assigning duties to non-teaching staffs. Under the direction of the Principal, the academic council, teachers' council, extension activity cell, admission committee, and examination committee regulate the policies and operations of the College with the help of 36 sub-committees whose work is to oversee the upkeep and day-to-day functioning of the College.

File Description	Documents
Paste link for additional information	http://www.muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=56&Itemid=0
Link to Organogram of the Institution webpage	http://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=49&Itemid=0
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above
File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>The various welfare measures adopted by the institution aims to benefit all equally which include teaching, non-teaching staffs and students. The several policies include those announced by state-government and also college adopted facilities which are equally implemented by the college authority. On a regular basis, college provides a weekly healthcare facility in the form of weekly medical consultations for one and all by Dr. Suchandra Das. The college has a well-equipped medical infirmary and ensures regular medical awareness camps conducted at the premise. Apart from this, the West Bengal health scheme facility announced by the state government in 2017 is available for full-time teaching staff. College has a co-operative credit society, which offers loans to all teaching as well as non-teaching staffs on long term and short-term basis, with a credit limit of Rs. One lakh and Rs. fifty-thousand respectively at a concessional interest rate. The college also provides a provident fund loan facility to its substantive employees where the loan amount is released strictly following the rules and regulations laid down by the Govt. of West Bengal. Freshly appointed full-time teaching and non-teaching staff are given interest free ad-hoc payment against their salaries for the time period till they get their final pay fixation orders. College has the provision of festive bonus, which is provided from the college fund to casual non-teaching staff. The college authority allows maternity, paternity and child-care leave on need basis. Leave encashment benefits for teaching and non-teaching substantive post is also available</p>	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File
6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year	
6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year	
0	
File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File
6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year	
6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year	
02	
File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded

Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

08

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

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

Muralidhar Girls' College has a performance appraisal system for teaching and non-teaching staff to evaluate their performance.

Teaching Staff:

The Principal regularly administers the attendance of teachers. Leave record is reflected in the service book of teachers in substantive post. Departments chart their own academic calendar in tandem with the academic calendar of the college prepared by academic sub-committee. The institution follows Performance Based Appraisal System for the teaching staff as mandated by the Directorate of Higher Education, Government of West Bengal and adheres strictly to the norms laid down by UGC under the API scheme of promotion. Appraisal and score claims are verified by the IQAC and forwarded to the Principal. If found satisfactory, it is placed before the Governing Body for recommendation for being forwarded to the Directorate of Higher Education. CAS files of six faculties are currently in advanced stages of processing. Faculties are also encouraged to pursue professional developmental programmes, publications and research activities.

Non-Teaching Staff:

The Principal regularly administers the attendance of the non-teaching staff. Leaver record is reflected in the service book for those in substantive post, under the supervision of the head clerk. Their promotion is carried out following existing rules and regulations.

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

6.4 - Financial Management and Resource Mobilization

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

The College is awaiting instructions from the Department of Higher Education, West Bengal for appointment of External Auditor for the financial year 2021-22. The internal financial audit is yet to be conducted.

File Description	Documents
Paste link for additional information	Nil

Upload any additional information	View File
6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)	
6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)	
0.0935	
File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File
6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources	
<p>The infrastructural and knowledge resource development of the college is ensured by mobilizing the government and non-government grants. College submits proposals for grants to Council for Higher Education, Govt. of W.B, the Dept. of Science & Technology (WB), RUSA, etc. Funds generated from the accrued interests out of fixed deposit assets, memorial prizes and endowment funds from staff members, are some other avenues of funds that is also welcome for mobilization. Expenditure and fund utilization occurs mainly under two categories that involve Recurring & Non-recurring components. A major portion of income for the college includes Fees collected from the students. Larger part of this income is spent towards the welfare of the students for providing financial support to economically backward students, enhancement of sports facilities, students' seminar, cultural programme etc. Non-recurrent component of expenditures include facilities like augmentation and maintenance of library, laboratory, instruments purchase, furniture purchase etc. Each concerned committee supervises completion of work under each received grant. Payments are made in the form of either cheque or DD, smaller payments take place through cash however petty cash transaction limits are set by the finance committee of the college. Purchases are supervised by the finance and purchase committees, which float tender, e-tenders or quotations, depending on expenditure amounts, ratified by the Governing Body. The college has an ongoing contract with an e-waste disposal agency from which it generates income.</p>	
File Description	Documents
Paste link for additional information	http://www.muralidhargirlscollege.ac.in/tender-notice.php
Upload any additional information	View File
6.5 - Internal Quality Assurance System	
6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes	
<ul style="list-style-type: none"> Contract with Hulladek, an e-waste management agency, was renewed, to pick up, carry, transport and recycle/ dispose of e-waste from Muralidhar Girls' College as per prescribed government norms, from time to time. The current contract is valid from 23.08.2021 to 23.08.2024, for a period of three years. This will help the college dispose of its e-waste in an environment friendly manner, while generating income for the college and ensuring that campus remains clutter free. Psychological Counseling Cell took on a more active role in the 2021-22 session. The faculty of the Department of Psychology organized counseling sessions for the students. Named Jagriti, the cell was initially formed to solve the psycho-social problems of the students during the lock down. Since then, it has served both students from this college and other colleges, with a healthy rate of follow up clients. 	
File Description	Documents
Paste link for additional information	http://www.muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=94&Itemid=0
Upload any additional information	View File

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

- Introduction of Learning Management System -While the pandemic necessitated newer modes of pedagogy, the IQAC took steps to introduce the Learning Management System for the benefit of teachers and students, thus ensuring smooth dissemination of knowledge resources. The online examinations and internal continuous evaluations were all successfully conducted through the LMS, with future plans of using the system for ICT enabled teaching and learning, even after resumption of in-person classes.
- Skill development Courses -To make the students more equipped for the job market and to ensure their financial independence, the IQAC undertook to organise free add-on/ value added certificate courses for students on Media Writing, Speaking and Presentation, Sexual Harassment in Workplace and its Legal Side, Hand Embroidery, Cutting and Tailoring, Soft Skill Development, and Nutrition and Dietetics. Yoga and self defence classes were also offered to the student

File Description	Documents
Paste link for additional information	https://cloud.muralidhargirlscollege.ac.in/
Upload any additional information	View File

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://muralidhargirlscollege.ac.in/pdf/iqac/ANNUAL-REPORT-21-22.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college usually celebrates International Women's Day on 8th March. This year a "Live Intra-College (Inter-departmental) wall magazine Competition was organized by IQAC of the College, Kolkata, on the occasion of International Women's Day, held on 7th March, 2022 results were published on 08.03.2022.

Self-defence courses are being conducted for the last 7 years, to develop the ability to protect oneself from physical harm. Students take up this course sincerely and few of them have earned recognition at the state level.

Security guards have been hired for safety and security of the students. CCTV cameras are installed in different places like entrance, corridors, library, laboratory to ensure the security of the students. Each and every student has been issued ID cards and is not allowed inside the campus without it. A Grievance Redressal Committee is present to address and monitor the grievances as reported by students or any other faculty. Servicing, testing and refilling of fire extinguishers are sincerely conducted for effective functioning in time of emergency.

File Description	Documents
Annual gender sensitization action plan	NIL

Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<ul style="list-style-type: none"> • Conducting Self-defence courses • Appointment of security guards for safety and security of girl students • Installation of CCTV cameras in different places of the campus • Entry is allowed only on production of ID cards issued by the college authority • A grievance redressal committee is there to address and monitor the grievances if needed • Servicing testing and refilling of fire extinguisher for effective functioning in time of emergency.
--	---

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above
---	-----------------------

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

<ul style="list-style-type: none"> • Solid waste management - For collecting different types of wastes different containers have been placed. The Green-coloured dustbins are used for biodegradable wastes namely vegetable and fruit skins. Blue coloured dustbins are used for non-biodegradable wastes namely paper, plastic wrapper etc. Efforts are made to restrict use of plastic in the college premises. The campus is maintained as 'No plastic zone'. • Liquid waste management- All liquid wastes are passed through a well-maintained drainage system, which is connected with the main drain of KMC. The drainage lines are checked and cleaned at regular intervals, to resist blocking and to maintain a healthy environment in and around the college. • E-waste management- E-waste materials like, non-functioning desktops, UPS, motherboards, hard drives, calculators, cartridge, photocopy machines, old fans and lights etc stored in a separate place till they are disposed of through e-waste management system. The college has MOU with Hulldek.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 of the above
---	-----------------------

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants	D. Any 1 of the above
--	-----------------------

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
 1.Green audit 2. Energy audit 3.Environment audit
 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

C. Any 2 of the above

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

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

The sociology department of the college organized an International webinar for students on youth, sustainability and environment on 4th June 2022. The webinar was organised keeping in mind the place of youth in the current changing global scenario. To develop an attitude of tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic diversities among youth this webiner provided a platform for healthy debate, discussion and dissemination of knowledge. One more important objective of the webinar was to find out ways to engage the young generation for sustainable development and better environment.

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

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

A Grievance cell actively works on all reported grievances by students, faculty and office staff. Any member of the college may use the grievance box to drop her/his grievance in writing to be addressed in the following meeting.

The suggestion box is an excellent tool to maintain communication, encourage innovative proposals, evaluate the existing system etc. This is a way to communicate individual ideas to committee members of grievance committee to share the information with administrators (Head of the Institution) of the college. Grievance box and Suggestion

box both are used as effective tools to make all members of the college feel engaged to the institution and suggest for betterment of the College.

Every semester and group of students has their respective class representatives, who use to convey any message from the peer group to the HOI through their respective whatsapp groups. On regular intervals principal meets the class representatives both online and offline to listen and discuss all relevant issues.

Students of the college actively celebrated "No Tobacco Day" organised by 1Bengal Girls' BN NCC and Muralidhar Girls' College on 31st May 2022. Students also participated in 'SAY YES TO LIFE, NO TO DRUGS' pledge on 26th June 2022 and received "My Gov Certificate".

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

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

B. Any 3 of the above

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

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

National and international days, events and festivals are celebrated throughout the year This year Saraswati puja and Basanta Utsav was celebrated, along with International mother language day; chief guest Dr Sucharita Banerjee, Professor of Bengali language and literature, University of Calcutta delivered a lecture on 'Narir Bhasha'.

On World environment day, students' week was organised from 5th to 10th June, 2022. Competitions on Poster making, Essay Writing, recitation, singing were conducted with special emphasis on living sustainably in harmony with nature. IQAC in collaboration with Dept. of Environmental Studies and Botany, jointly organized an intra college Competition on the topic "REUSE PRODUCT MAKING COMPETITION FROM WASTE". On 5th September 2021 teachers' day was celebrated, all staff and students joined via Google meet. 80 years of Muralidhar Girls' College was celebrated this year for two consecutive days. Retired and present teachers joined the programme. Students and teachers presented different cultural programme on both the days 3rd and 4th October 2021.

On 25.02.2022 an interactive session on 'Clinical Psychology in the present day and near future was organised in collaboration with the Department of Clinical psychology under the Gayatri Chetna foundation in association with George Group of Colleges. On 30.04.22 an interactive session on prevention and treatment of drug abuse was organised by department of psychology and Human Development and Research Institute.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

BEST PRACTICE 1

1. Title of the Practice:

Economic empowerment of women by empowering students of the college, to 'rise and shine'.

1. Objectives of the Practice

Entrepreneurial training and hands on training for making handmade products.

1. The Context

Students require initiating their own start-ups to attain empowerment.

1. The Practice

Add-on courses and Bratachari training are conducted.

1. Evidence of Success

Students are absorbed by different companies through interviews conducted in the sixth semester.

Students gain confidence to begin their start-ups.

Problems

Little time is left to conduct different add on courses under CBCS system.

BEST PRACTICE 2

1. Title of the Practice:

Health related activities for well-being in post pandemic

1. Objectives of the Practice

Students' awareness regarding physical and mental health issues.

1. The Context

To aware the students and community regarding healthy living and mental well-being.

The Practice

- Free doctor consultation.
- Online lecture 'Importance of blood donation and thalassemia'.
- Blood donation camp.
- Add-on course on nutrition and dietetics.
- Yoga classes.
- Interactive sessions on Clinical Psychology and treatment of Drug Abuse.

1. Evidence of Success

Students donate blood, attend yoga and self defence classes, consult doctor and join different add-on courses.

1. Problems Encountered and Resources Required

It's not an easy job to make students conscious of physical and mental health issues.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

In post covid pandemic situation students understood the importance of social contact. This year Saraswati puja, Basantautsav, Teachers' day, webinars, meeting (all staff and departmental) all these programmes have been conducted offline with huge success.

In this Institute the students are not just prepared to perform well in examinations but they are prepared for their journey of life. A series of regular activities are conducted to make our students aware of their power, rights and duties. One important distinctive feature of the college is to focus on women education and empowerment so that they develop as person of strong character, who can independently participate in the decision-making process. Huge emphasis is laid on regular Self-defence course and Yoga. Different add on courses has been conducted to help students acquire skills required to live life independently and successfully. On different occasions students are encouraged to participate in different inter and intra competitions to promote healthy competition. Blood donation camp, Thalasemia camp, webinar on well-being and mental health, free doctor consultation are some of the endeavours of this college.

The students do participate in co-curricular activities like NCC and NSS, which directly contribute to their personality development. The college also contributes puja allowance to all Group C and D casual staff.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

More Career Counselling & Training Programme to be organised. More "Soft skill development course", have been planned to equip students with the technological skill, which is the need of the hour.

LMS is to be explored more for Teaching-learning, attendance, distribution of study materials etc.

Plans for utilising the Language Lab facilities of neighbouring colleges with whom there is already an existing MoU is underway for enhancing the employability of the students.

NCC being at its best, cadets from other aspiring Colleges are given chance for enrolment in 1 BN, Muralidhar Girls' College.

To resolve the issue of dearth of specialised faculty for covering certain areas of the syllabus, there are plans to sign MoU with reputed colleges for cooperation in this regard.

The college plans to celebrate 75th anniversary of Indian independence - 'Azadi ka Amrit Mahotsav'.

Sanskrit department has planned to conduct a 15 days online course on "Sanskrit language and Indian culture", to make Sanskrit relevant in modern knowledge-based society.

The college plans to organise faculty development program (FDP) and faculty enrichment program (FEP) in near future. Women health is a very significant issue, hence the college plans to organise more awareness and testing camps for women.