



SELF STUDY REPORT-2015



MURALIDHAR GIRLS' COLLEGE
P-411/14 GARIAHAT ROAD, BALLYGUNGE,
KOLKATA-700029

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WEST BENGAL

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SELF STUDY REPORT
for
RE-ACCREDITATION
CYCLE II - 2015

SUBMITTED TO
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
(NAAC)
NAGARBHAVI
BANGALORE-560072
INDIA



Muralidhar Girls' College

P-411/14, GARIAHAT ROAD, BALLYGUNGE, KOLKATA - 700 029

Ph. Office : 2464-1312

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Ref. No. 371/NAAC/MGC/SSR-Cycle II

Date 23.12.2015

To
The Director,
National Assessment and Accreditation Council (NAAC),
PO Box No. 1075, Nagarbhavi,
Bangalore 560072
India

Subject: Uploading the Self-Study Report 2015 of Muralidhar Girls' College, P-411/14, Gariahat Road, Ballygunge, Kolkata, West Bengal, PIN – 700029 for the 2nd cycle of accreditation in our official website: www.muralidhargirlscollege.org

Sir / Madam,

In compliance with the requirements for the 2nd cycle of accreditation, we are uploading our Self Study Report 2015 in our official website www.muralidhargirlscollege.org for your kind perusal and submitting the Letter Of Intent (LOI) online.

I shall be looking forward to hearing from you regarding the process of LOI, so that we can submit the registration fee to NAAC.

Thanking you,

Yours sincerely,

Kinjalkini Biswas 23.12.15

(DR. KINJALKINI BISWAS)

Principal

Muralidhar Girls' College

DR. KINJALKINI BISWAS

Principal

Muralidhar Girls' College
Kolkata - 700029

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PREFACE

Muralidhar Girls' College established in 1940 (*NAAC Accredited B+ in 2004*), a pioneer educational institution in the heart of South Kolkata-West Bengal, is fulfilling its **75 years** of educational and social commitments. Thousands of girl students, mainly from socio-economically backward society, many of them first-generation learners, have fulfilled their aspiration of higher studies in this College with value added quality education.

Now, in continuation with this proud legacy, the College is preparing itself for **2nd cycle of NAAC accreditation (as per revised guidelines of 1st August, 2015) in 2015-2016**. Keeping a careful and close watch regarding ongoing trend and changes of regional, national, and global events we are committed to deliver our best to the students, parents, and all stakeholders concerned. An innovative and thoughtful introspection blended with openness is always encouraged by the top management of the college in the areas of:

- Curricular, Co-curricular, and Extra-curricular activities
- **Active Learning** process through use of modern technologies
- **Research and Publications** aiming for opening new horizons
- **Infrastructure** enabled with **Information and Communication Technology (ICT)**
- Student support and mentoring
- **Leadership and Governance** through Participative Management
- **Community development** and social outreach
- **Environmental issues** and **Climate change**
- **Maintenance of best practices**

In the course of NAAC accreditation process, an integrated approach is practiced with optimum attention to views, opinions, and guidance of eminent personalities from all school of subjects as well as thoughts. Experts from Government and Non-Government sectors have rendered there valuable advice, also. We feel extremely fortunate in obtaining all-out cooperation from our stakeholders.

The Self Study Report (SSR) of the college is distributed in -

- Profile of Muralidhar Girls' College
- 7 Criteria wise inputs
- Evaluative Reports of 13 Honours, 1 Self-Financing, and 4 General departments
- Best practices followed
- Post accreditation initiatives
- Declaration from the Principal's Desk

Dr. Kinjalkini Biswas
Principal

HISTORY OF THE COLLEGE

Muralidhar Girls' College began as a girls' school with a small number of students in 1919. The founder was Sri Muralidhar Bandyopadhyay, Principal of Sanskrit College, a well-known scholar and educationist, whose dream was to inspire in young women the ideals of national tradition and culture. His dream was fulfilled later on July 8th, 1940 when the school developed into Ballygunge Girls' College with the distinguished educationist Sri Nalini Mohan Shastri as Principal. In 1945 the College was permanently affiliated to the University of Calcutta and a year later it was renamed Muralidhar Girls' College as a mark of respect to the founder's memory. His worthy son, Sri Hironmoy Bandyopadhyay, IAS, Ex Vice-Chancellor, Rabindra Bharati University, became Vice President of the College Governing Body and arranged a grant of ₹ 3 lakh from the Government of India for the construction of a 3 storied building on Gariahat Road, where the college has since been housed. The College is at present enlisted in the UGC panel of recognized colleges (in West Bengal) under section 2(f) & 12(B) of the UGC Act. It is also registered under West Bengal Societies Registration Act, 1961. The total land area of the College is 0.25253 acre, over which it has undisputed ownership. The total constructed area is 3134.5 square metres

TIMELINE

YEAR	EVENTS
1940	Ballygunge Girls' College founded by Sri Muralidhar Bandyopadhyay, Principal, Sanskrit College as an annexe to the Ballygunge Girls' High School with Sri Nalinimohan Sastri as Principal at 4, Hindusthan Road, Ballygunj, Calcutta-29. The Managing Committee of the School and some resident Professors of the locality took the cue from him and introduced two junior college classes to the School with the permission of the Inspectress of School.
1941	Two senior classes, the third and fourth years were added to the two junior classes.
1942-44	Japanese bomb-scare depleted the college of all but half a dozen pupils.
1944	Wide awakening amongst local public to save and rehabilitate the Institution.
1945	Calcutta University Inspector of Colleges wanted a minimum reserve fund of Rs.15,000/- for affiliation. Donations were collected. Mr. P.D.Himatsingka donated Rs.10, 000/-.
1945	The College was affiliated to University of Calcutta to the I.A. Standard.
1945	Subjects in which college was affiliated: English, Bengali & Hindi (vernaculars); Bengali (2 nd Language); Sanskrit; History; Civics; Logic; Botany & Commercial Geography vide memo no. I.A. No. 1105-C Edn. Dated 30.6.45.

1945	The landowner was persuaded to raise a third-storey on the school building for the college.
1946	Sj. Sobhamay Banerji, son of the founder donated Rs. 10,000/- to the combined Institution.
1947	27 th April, Board of Trustee of Ballygunge Girls' College dissolved.
1947	31 st July, name of the college was changed from Ballygunge Girls' College to Muralidhar Girls' College.
1948-49	The College was affiliated to the B.A. (Pass) standard.
1948	Subjects in which college was affiliated in B.A. (Pass) Standard: English; Bengali (vernacular); Sanskrit; History; Economics vide memo no. B.A. No.3053-Edn. Dated 16.8.48
1948	B.A. affiliation was extended to: Bengali (2 nd Language) & Philosophy vide memo. No.4822-Edn, dated 18.12.48
1954	B.A. affiliation was extended to: Sanskrit & Bengali to the Honours standard vide memo No. S-757, dated 14/16.8.54
1956	I.A. affiliation was extended to: Mathematics, Commercial Arithmetic & Book-keeping vide memo No. S-452/4 dated 23.4.56.
1959	Affiliation was extended to: History & Philosophy to the B.A. Honours standard and Botany to B.A. Pass Standard vide memo No. C/246/57(Affl.) dated 25.7.59
YEAR	EVENTS
1959	Affiliated to Pre-University as against I.A. & Elective English
1963	Affiliation was extended to: Education to the B.A. Pass standard of the Three-Year Degree Course vide memo No. C/3061/34(Affl.) dated 20/24.5.63
1964	Affiliation was extended to: English and Political Science to the B.A. Honours standard vide memo No. C/2283/34(Affl.) dated 20.4.64
1965	Affiliation was extended to: Economics to the B.A. Honours standard vide memo No. C/2722/34(Affl.) dated 16.6.65
1972	Recognition by UGC under 2f & 12B since its inception in 17.06.1972
1974	Muralidhar Girls' College registered under West Bengal Societies Registration Act, 1961 on 28.12.1974, vide memo No. S/15497. Of 1974-1975
1976	Higher Secondary Education (Classes XI & XII) introduced; vide memo No. 4018/Recog dated 9.9.76
1980	Affiliation was extended to: Mathematics (General) vide memo No. 1178-Edn(CS) dated 03.09.1980

1986	Affiliation was extended to: Psychology & Sociology (General) vide memo No. 1768-Edn(CS) dated 20.10.1986
1988	Affiliation was extended to: Journalism (General) vide memo No. 1461-Edn(CS) dated 09.11.1988
1990	Affiliation was extended to: Geography (General) vide memo No. 1386-Edn(CS) dated 19.09.1990
1995	Affiliation was extended to: Journalism to the Honours Standard vide memo No. C/ / -Affl., dated
1996	Affiliation was extended to: Education (Honours) vide memo No. C/792/34-Affl.dated 22.8.96
1998	Affiliation was extended to: Tourism and Travel Management (Vocational)
2001	Affiliation was extended to: Psychology to the Honours Standard vide memo No. C/2025A/34-Affl., dated 10.9.2001
2002	Affiliation was extended to: Geography to the Honours Standard vide memo No. C/1494/34-Affl., dated 10.7.2002
2004	Accreditation by NAAC on 03.05.2004 at the B+ level ; NAAC/MSS/Cert A & A/ 2004/33 dated 14.05.2004
2004	IQAC established on 30.11.2004
2005	Affiliation was extended to: Chemistry (General), Botany (Honours), Sociology (Honours), Statistics (General), Film Studies (General) to the degree standard vide memo No. C/7977/34-Affl. Dated 22.06.2005 (Provisional); C/2042/34-Affl. Dated 16.12.10
2006	Affiliation was extended to: Alternative English vide memo No. C/2964/34-Affl., dated 20.9.2006
2009	IGNOU study centre under Convergence Scheme
2012	IGNOU Regular Study Centre (SC-28140)
2013	Construction of Lift
2013-15	Renovation of the College by PWD
2015	Installation of Solar Photo Voltaic Plant
2015-16	2 nd Cycle of NAAC Accreditation

A. EXECUTIVE SUMMARY

Quality Policy of the college states - *“Muralidhar Girls’ College is committed to excellence in modern education, training, research, entrepreneurship, career development and placement services to the optimistic satisfaction of our stakeholders.”*

Established in 1940, Muralidhar Girls’ College, Kolkata is a unique platform of Education, Training, and Research aimed towards ‘Women Empowerment’. The College is affiliated to the University of Calcutta since 1945 and approved by the UGC under section 12(b) and 2(f).

Our **vision** is the empowerment and enlightenment of women through value-based and quality education so as to foster informed global minds. The Institution also has a proactive role in enabling the girl students for income generation and sensitizing them to international issues, so that they become truly equipped global citizens.

The **mission** of the college is succinctly expressed through our motto **ATMADIPO BHABO**. The institution aims at holistic development of unexplored potential of our students. The mission of the institution is consonant with the Millennium Development Goal – ‘Promote gender equality and empower women’ (UNDP, Human Development Report 2002) and the National Education Policy to extend equal socio-technological opportunities to all the students.

The **objective** of the College is to provide education and training, to support students in developing professional competencies, to encourage research, and take measures to address social and environmental concerns irrespective of culture, caste, creed, religion, region, political affiliation and socio-economic status.

At present the College offers 13(thirteen) subjects for Honours studies (English, Bengali, Sanskrit, Journalism & Mass Communication, Political Science, Philosophy, History, Education, Sociology, Economics, Psychology, Geography, Botany), along with B.A. and B.Sc. General course wherein the students can choose 3 subjects from a wide variety of combinations and 1(one) Self-Financing course in Tourism and Travel Management. The College has an intake capacity of 1000 students in the first year. We have a strong faculty dedicated towards fulfilling the dreams of the students, many of whom are first generation learners. Along with curricular studies they try to create and disseminate an atmosphere of inclusive learning and research keeping pace with the challenges of globalization of education and advanced information technology. The Governing Body, Principal, faculty and all staff have a proactive role in design and implementation of its quality policy and plans.

Curriculum Design and Development:

1. The College offers a wide variety of Under Graduate degree programmes including a **Self-Financing** program.
2. As per the changing market demand the College introduced training program on **Soft Skill Development (training of IT & IT-Enabled services and Spoken English)**.

3. In addition, the College started its journey as a **Regular Study Centre (Code 28140) of Indira Gandhi Open University (IGNOU, New Delhi)**. Currently the College offers 11 Master Degree programmes, 1 Bachelor Degree program, 3 Post Graduate Diploma program, 1 Diploma program through IGNOU. UGC Add-On courses and many more programmes from IGNOU are in line of introduction by the College, very shortly.
4. On the basis of **feedback** topics and subject from time to time. The Institute involves industry, research bodies and society in curriculum design and development to ensure relevancy and industry readiness of its programmes. Electives are offered at under graduate level in terms of specialization.
5. The majority of the programmes offered by the College have **yearly examination system, as per Calcutta University rules (Part-I, Part-II, and Part-III) along with Mid-Term, Test Examination, and innovative departmental examinations**.
6. Some of the full-time faculties are **active member of Board of Studies** who is in a position to review and revise university curricular every year.
7. The College offers **flexibility of choice of subject combinations** in Honours and General courses, both, for the students.

Teaching Learning Evaluation:

1. The College admission process is widely publicized and transparent through **fully computerized and online system**. Periodic review of enrolment profile (diversified student groups) is done to judge current scenario. **Statutory reservation policies are implemented meticulously**.
2. After assessing the learning levels of the students, after admission the College plans, organizes, and implements teaching-learning schedule (**Academic Calendar**) at the beginning of each academic session in consultation with **Academic Sub-Committee**, Discipline Sub-Committee, and respective HODs. Special emphasis is given for differently-abled, slow, and advanced learners.
3. **Active Learning process** through Micro Teaching, Group Discussion, PowerPoint Presentation, Experiential Learning, Participative Learning, and Problem Solving Methodologies are used for enhancing learning experiences. Latest technologies are used through E-Learning resources.
4. The College always priorities **Projects / Field experiences followed by a mentor-mentee system** to meet the academic and personal needs of students. Feedback on the evaluation of teachers through Principal-Class Representatives meeting is explored to improve the quality of teaching-learning process.
5. Time-to-Time **requisitions are submitted to the West Bengal College Service Commission for filling up of vacant sanctioned posts**. Teachers are always encouraged for refresher, orientation, and different faculty development programmes.
6. Teaching-Learning and Evaluation procedure of the College is in a process of continuous evolution through **innovative methods and best practices**. Some of them are:
 - ☞ **'Darpan'** (Audio-Visual media based learning),
 - ☞ Technical analysis
 - ☞ Lectures through Skype,

- ☞ Workshops, Seminars, Live-Wire,
- ☞ **'Pracheta'** (Case Study Contest),
- ☞ **'Sristi'** (Project Competition),
- ☞ **'Vabna'** (Photography & Documentary Film contest using Computer),
- ☞ **'Sobuj Prithibi'** (Adventure Sports, Mountaineering, and Nature Study based learning),
- ☞ **'Aeksathe'** (NCC & NSS lead Social Projects),

Research, Consultancy and Extension:

1. The College has a committee named **'MGC-Research Wing'** to promote and encourage research activities. **Policy statement** of research is *"Invent, Explore, Promote, and Encourage research climate involving core and interdisciplinary subjects for the benefit of students, teachers, as well as the society, where we exist."*
2. **Budgetary provision** is planned by the College for research works.
3. The College provides room, laboratory equipment, research journals, library access (*books, CD/DVD*), computer systems with multimedia facilities, Printer, Scanner, high bandwidth LAN, and internet connection, **online national library resources** for the teachers to pursue research activities in their respective Seminar Rooms. Research infrastructure is upgraded regularly with Annual Maintenance contracts.
4. **20 full time teachers are there with PhD.** to guide research projects.
5. The College encourages and promotes a research culture through teaching work load remission, granting leave for research activities, opportunities for attending conferences, presentation of research papers of relevant topics.
6. Workshops, Seminars, Training programmes, Sensitization programmes on Research Methodologies are organized in the College.
7. Significant faculty involvement in Minor Research Projects with UGC grant is evident. Research projects of Interdepartmental / interdisciplinary nature are undertaken. **Malpractices and Plagiarism** in research are strictly checked.
8. **Research awards and recognition** are received by the faculty from reputed professional bodies. Passed out students, pursuing their **M.Phil** in Universities are significant.
9. The College has a publication of research journal **'Quest' with ISBN / ISSN**. In addition significant numbers of research articles are published in reputed / refereed journals.
10. **NSS / NCC** activities are organized as Extension Activities and their impact on the community goes through a cycle of evaluation, review and upgrading the Extension Programmes. **Best Cadet Award** is received by the NCC and NSS students from Army and Calcutta University, respectively. The College distributes **Admission Forms to join in NCC / NSS to the 1st year students at the time of admission** and has a mechanism to track the students' involvement in various social movements / activities which promote **Citizenship Roles and Institutional Social Responsibilities (ISR)**.
11. The College has linkages with other colleges for various activities such as **Faculty Exchange, Student Placement** to enhance its academic profile. For examples linkage with **'Sangbad Protidin', 'Times of India'** for

internship of Journalism and Mass Communication students, linkage with '*Satyajit Ray Film and Television Institute*' for Film Studies students, linkage with the '*Jute and Fiber Technology Institute*' for vocational training, linkage with the '*West Bengal Tourism Development Corporation*' for on-the-job training of Tourism & Travel Management students etc.

12. **Future Plan –** Collaboration / Partnership with Industry / Community / NGOs, for highly specialized laboratories and contribution to industry requirements, Inviting sponsored project from industries, Consultancy to IGNOU research students, Establishment of Research Unit / Centre to address the special challenges of research programmes, Undertaking Major Research Projects, Incentives to faculties pursuing research works, File Patent etc.

Infrastructure and Learning Resources:

1. The College provides facilities for Teaching-Learning for **Laboratories** (*Botany, Chemistry, Geography, Psychology, and Journalism & Mass Communication*), Furniture, Fixtures, and Equipment and effective laboratory practices. Teachers and HODs are there to ensure optimum use of laboratories by the students.
2. **ICT training** of students are provided once for 2 hours in every week for 1st, 2nd, and 3rd year students using **Smart-Room** (*equipped with Smartboard, Projector, Multimedia Computer, TV / DVD player, Digital Still & Video Camera, Audio Recorder, Internet, Printer, Scanner, and Phone with Fax*). All facilities are upgraded from time to time.
3. The College facilitates academic participation of **physically disabled students (PWD)** by providing **Ramp, Lift, Wheel-Chair, Special Toilet** etc.
4. **Health Unit** is there with medical equipment, emergency medicines to provide health services for students, teaching and non-teaching staffs. College appointed **visiting doctor** takes care of medical problems concerned.
5. **Subsidized Canteen** facilities with quality foods are available. **Tiffin Time** is allotted for students, teachers, library staffs, and non-teaching personnel.
6. The **Library Committee** is responsible for the smooth and effective functioning of the general library as well as Seminar Libraries.
7. The library is **computerized with internet facility** and networked with other libraries like **American Library, BCL, INFLIBNET**, Calcutta University Online Library, and State Libraries. **Inter-Library Loan** is available.
8. The general library of the College has physical facilities like Reading Room, Reprography, Internet, and **more than 38000 books**. Book titles per student (in the general library) excluding book bank are sufficient. In addition the library is stocked with number of **journals (national & international)**, CDs/ DVDs etc. **Library resources are upgraded** every year with newer editions and titles.
9. The College provides effective and user-friendly library operations such as library membership, issue and return of books, fine collection, getting the necessary references, **stock maintenance** etc. The library **collects**

- feedback from students, teachers, and incorporates the suggestions for its better functioning.
10. Facilities for Sports (*Playground, Common Room, TT Coaching, Yoga Coaching, Coaching for Self Defense, Indoor Games like Carom, Outdoor Games like Track & Field*) and Extra-Curricular activities (*Gymnasium, Auditorium, Conference Room*) are provided. The College conducts **Mountaineering and Adventure Sports Camps in association with Indian Mountaineering Foundation** every year.
 11. Facilities are provided with the **Multimedia Computer, Digital Still & Video Camera, Audio Recorder, Internet, Printer, and Scanner** for preparation of computer aided teaching learning material.
 12. **Budget provision** is made for purchase, upgrading and maintenance of computers. Financial aids from the UGC and College Fund are allocated for established procedures and systems for maintenance of infrastructure, which are utilized in total (*Utilization Certificate submitted*) for the **planned activities**. The College **frequently upgrades its IT facility** and has up-to-date computing facilities – hardware and software.
 13. The College is connected with the **National Knowledge Network**.

Student Support and Progression:

1. **Free-ships, Scholarships and/or fees concessions and books are provided by the College** to students, who are regular in classes, having good results, but are **economically weak** and do not receive any other stipend or benefits from the government. The concessions are given to the students of all three years from the **Students' Aid Fund**.
2. IQAC in consultation with stake holders and approval from the Governing Body have started the few self-designed and self-financed soft skill development courses and proposes few more, along with other degree courses to fulfill its commitment to achieve the goals and objectives reflecting its vision and mission. The college offers: **Computer Fundamentals & Internet Applications for Office Management and Communication skills in English**.
3. The Tourism and Travel Management (TTMV) department have a formal arrangement with **West Bengal Tourism Development Corporation Ltd. (A Govt. of West Bengal Undertaking)**. The corporation imparts hands on training to the students of the Travel and Tourism Management for 6 months. A monthly stipend is paid to the students.
4. The college provides opportunity of enrolling into **Courses on Jute Handicrafts & Jute Diversified Product (JDP)** conducted by Department of Jute and Fibre Technology, Institute of Jute Technology, University of Calcutta, sponsored from **Development Commissioner (Handicrafts) (DCH), Ministry of Textiles, Govt. of India, and New Delhi under DCH-HRD Training Programme** through established Institutions.
5. Currently we have an arrangement with **RICE and George Telegraph** – institutions which have significant expertise in **competitive examination coaching**.
6. Unmarried students from **economically weaker sections receive Rs. 25,000/-** at-a-time from the Government of West Bengal, under '**Kanyashree Prakalpa**', through this college. This one-time grant under

- social welfare scheme is provided to **support women education, to check early marriage, and to reduce drop-out rate of girl students.** Provision of **SC/ST stipend** is there also. **Attendance of students** is strictly maintained (*minimum 75% is must*). The College conducts **special counselling sessions** to check **drop-out rate**.
7. College results are always under scanner for betterment of **pass percentage. Detection of Slow and Advanced Learners, Remedial Class, special coaching classes, tutorials** are some of the mechanisms in this regard.
 8. The institution has a **Placement Cell** which helps to identify job opportunities and develop entrepreneurship skills.
 9. Information about the institution is publicly accessible through college website (www.muralidhargirlscollege.org), notice circulated in each class, and college notice board in each floor.
 10. Student participation in **co-curricular and extra-curricular activities** is encouraged through different interactive clubs (*Drama, Recitation, Quiz, Drama, Nature club*) of the College.
 11. The progression of students in various programmes of the institution is regularly monitored.
 12. The College has a **registered Alumni Association** which contributes significantly to the development plans of the institution.
 13. The institution has committees for timely **Redressal of student Grievances, prevention of sexual (gender) harassment**, and an **Anti-Ragging Committee** which monitors student interactions.
 14. Sports and Games (Indoor/Outdoor) are of special importance in Muralidhar Girls' College. The College adheres with the **Sports Policy of the Government** and provides coaching for **Table Tennis, Karate, Yoga, Track & Field etc.** Students take part in **Inter-College Sports Competitions of the University**, regularly.
 15. **NCC / NSS / Mountaineering and Adventure Club** of the College contribute to overall development of students. Numbers of remarkable achievements are there by NCC / NSS members of the College. We are very proud of their performances in State / National / and International level.
 16. Publication of materials like wall magazines, departmental magazines (*SCRIBE, INSIGNIA, LEKHONI*), institution magazine (*SUPARNA*), are encouraged by the College.
 17. Active student participation through **Student Union** is encouraged. Election process of Students' Union is followed as per the Government rules. Elected Body of the Union is very active and supportive in their year-long developmental activities. **Union representation is must in the Governing Body.**
 18. In addition the **Principal regularly meet the Class Representatives** to share their views / opinions / and grievances. **Republic Day, Saraswati Puja, Sanskrit Day, Parents' Day, Tourism Fare, Teachers Day, Anandamela College Social, Fresher Welcome, Fest etc.** are organized by the students, mainly.
 19. **Feedback** from students, parents, and other stakeholders is used for planning and developing support services.

Governance, Leadership and Management:

1. The **vision, mission and goals** of Muralidhar Girls' College are carefully tuned with the objectives of **women empowerment and higher education**. The **Governance** of the College is in line with GOI / State Govt. policies and reflective of an **effective and dynamic leadership of the Principal Dr. Kinjalkini Biswas**. She leads our college with the help of an elected **Governing Body, Finance Committee, BURSAR, IQAC, Teachers Council, and a very efficient college office**. We practice **decentralization and participative management** from students, teachers / non-teaching staffs, parents, and other prospective stakeholders. The College formulates its strategic planning, monitors and evaluates its policies and plans and interacts with stakeholders. The College grooms leadership at students, teaching / non-teaching staff levels.
2. The College has a well **defined Quality Policy, Action Plan, Strategy development and deployment process with systems perspective**. It has schedules for major activities, and **future development plans. Grievance Redressal Cell, and Student Satisfaction Survey** is integral input factor for all policies of the institution.
3. The College takes sustained interest in recruitment and promotion aspects of its employees and **strictly adheres to GOI / State Govt. policies on recruitment (access, equity, gender sensitivity and physically disabled)**. Refresher Course, Orientation Programme, Faculty Development Programme, Research Fellowship, Board of Studies membership, Examiner, Paper Setter, Zonal In-Charge etc. are some of the programmes and responsibilities through which the College encourages to enhance the **competency of its faculty and non-teaching staff**. The College conducts **ICT training** programme for **professional development of its staff**. The College ensures transparent use of **Performance Appraisal Reports**.
4. The College is in process of introducing an effective **welfare mechanism** for teaching and non-teaching staff.
5. Finance Committee **prepares budget** for a financial year, using **standard financial management method** of budget preparation subject to approval from the Governing Body. Budgets are prepared considering all possible corners of income and expenditure. **Optimal utilization of budget** is strictly adhered to by the College.
6. Department / Section / Unit have to raise requisition of purchase with budget / estimate and place to the **BURSAR** for necessary approval. UGC and State Government grants are utilized against valid requisition from departments within a pre-conditioned time frame.
7. **Utilization. Certificates** are generated in Government prescribed format
8. **Asset Registers** are maintained department-wise, financial year-wise and planned expenditure-wise.
9. **Audit Report** is generated for submission to the Governing Body. **Last audit was done for the financial year 2013-2014**. Major sources of institutional receipts / funding are Monthly fees from students, **UGC grant. State Government grant** through College Sponsored branch, Education Directorate, Government of West Bengal. The College maintains a Reserve Fund.
10. **Internal Quality Assurance Cell (IQAC)** has contributed

significantly to institutionalizing quality assurance strategies and processes. **External members** contribute significantly in the functioning of the IQAC.

Innovations and Best Practices:

1. The College installed **5Kv Solar Power Station on the college rooftop to inject Solar Energy** i.e., a **renewable source of energy**, into the main electricity supply line of the College from the Calcutta Electric Supply Corporation.
2. To **promote paper-less transactions** the College uses **Electronic Media**, as much as possible. Use of college **website** and **social media** for information exchange, **online admission** for honours and general courses, **computerization of office and library** are some of the vital steps taken in this regard.
3. The college has many Extra / Co-Curricular activities and these are practiced regularly. The **innovative part** of this practice is that the college is giving so much importance to all these activities that they are not only treated as **Extra or Co-Curricular** subjects but are getting a new dimension **dissolved into the main curriculum**.
4. The college arranges many seminars and workshops which are of 'immense importance' to subsequent departments. Our **innovative practice** to **find out different inter-disciplinary areas from the proceedings of the seminars and workshops and submit those points to the respective departments**. As a matter of fact the students go through the proceedings of the seminars and workshops meticulously and point out the areas focused and helpful to other departments. This will help not only the concerned departments but the other department also can reap the benefit from the expert analysis.
5. **The students' activities to neighborhood extension services include research work too**. Through these research projects, they gather information, analyze them and write reports on that. **These reports are then submitted to the respected Municipal and Administrative bodies. There lies the innovative practice that the students not only do the research but they also submit the reports to the concerned authority so that they cannot use those information and analyzes for any developmental work.**
6. **ICT & E – GOVERNANCE:** The College is **75 years old** and along with time the institution has stepped forward into Digital age. The administrative and day to day work of the office is done through computers. **A Workstation has been installed in the Principal's room to monitor the entire function of the college.** The Administrative Office, Cash and Accounts Section, General and Seminar Libraries, each Department is connected to the Principal's workstation through Computer Network (LAN) that helps the Head of the institution to get any information at one click and whenever it is necessary. **High Bandwidth BSNL Internet connection, Biometric System Server and CCTV Server** is also deployed in the Principal's Room. The Principal not only monitors the system but also administers it to keep the data secured.
7. **E-waste management:** Purchase of **Electronic Data Processing (EDP)** equipment are done through **exchange offer** with older machines of the College to avoid dumping of e-waste. Invalid computer systems are given

to those agencies that have the infrastructure of proper e-waste management. Environment friendly EDP devices are purchased.

8. **NCC / NSS:** Muralidhar Girls' College feels extremely proud of its NCC and NSS units. Right from fresh admission, students are informed and encouraged to take membership in NCC and NSS. Student response remains very high. **Participation in Republic Day Parade in New Delhi and State, Adventure camps, Community / Social development projects transforms them into excellent human being.** Best Cadet, Best College, Best Officer are the rewards which our college is habituated to receive. But **irrespective of awards and recognitions from university, state, and national level we are committed to save our earth from every threat of unhealthy exploitation so that future generation can breathe freely.**

SWOC Analysis of the College

STRENGTHS:

- Emphasis on holistic development of students from diverse background.
- Through passage of time (since 1940) openness, enthusiasm and commitment are inherent to our stakeholders – the students, parents, teachers, alumni, practitioners, and the community.
- Location of the College is very convenient for transport through Rail (Surface and Metro), and Roadways.
- Solar Power Plant for alternate and renewable source of energy.
- Biometric attendance system and monitoring through CCTV.
- State of the art infrastructure with Information and Communication Technology (ICT) enabled campus and computerized Library (Seminar and Remedial Libraries are also there) with large number of books, journals, magazines, e-journals, e-resources, CD ROM database of national and international repute with latest edition. Periodic & continuous acquisition of books/journals. • Student-friendly and effective library services.
- Extension Activities undertaken to promote women's empowerment, community development social welfare and inculcate a sense of unity, discipline, and social responsibility through strong existence of NCC and NSS.
- Continuous upgrading and maintenance of infrastructure by the College and Public Works Department (PWD).
- Transparency, diversity and inclusiveness in fully online admission process through college website www.muralidhargirlscollege.org
- Constant effort to enrich curriculum with the Calcutta University, Indira Gandhi National Open University (IGNOU), and industry inputs. College sponsored courses are there also.
- Use of Active Learning and Innovative teaching by qualified, committed and experienced faculty. Faculties often involve themselves in research activities. Importance given to faculty and student research.
- Integration of cross-cutting issues such as Gender, Environmental Education, into the teaching-learning programme. • Liberal

- UGC and college sponsored national / international seminar on regular basis. Flexibility to attend any programmes organized by any department of the college.
- Large number of initiatives undertaken for slow (Remedial course) as well as advanced learners with continuous progressive evaluation system for students.
- Differently-abled (Persons With Disability – PWD) friendly campus with Ramp, Lift and well maintained toilets.
- Emphasis to develop extra-curricular activities through Interactive Clubs.
- Vocational course for students like 'Tourism & Travel Management', 'Jute & Fibre Technology' with the Calcutta University.
- Collaboration with NGO like 'Karmakutir', 'Nari-Seva-Sangha' for hands-on training to promote self-employment.
- Highly supportive alumni assisting in placements and resource development.
- Emphasis on faculty students and staff development. Awards and Scholarship given to the students to promote academic achievement.
- scholarships and freeships for socio-economically backward students.
- Favourable working environment both for faculty and staff leading to faculty and staff retention.
- Existence of Participative Management, Governance and Administration.
- Single party Students' Union leads to calm political atmosphere.
- Fair ranking in NAAC accreditation (B+ in 2004) that ensures continuous change and quality enhancement.
- Emphasis on the development of soft skills (free computer and spoken English training of the students).

WEAKNESSES:

- Shortage of full-time faculty strength and resources.
- Muralidhar Girls' College is not a degree awarding body. Lack of autonomy in the academic and administrative matters.
- Lack of flexibility in introducing innovative and job/entrepreneurial development degree program as the college must follow the curriculum of its affiliating university.
- Apart from UGC and State Government Grant source of income to enrich the college fund is restricted to tuition fee from the students only. Lack of adequate funding for infrastructure improvements.
- Inadequate scholarships and funding for large proportion of disadvantaged students.
- Inadequate formal networking with other institutions.
- Lack of stable employment (Project) for certain percentage of students
- Lack of flexibility in admitting International students.

OPPORTUNITIES:

- The College can be promoted to multi-shift college by introducing Pure Science, Commerce, and other job oriented courses.
- Linkages with social movements through NCC and NSS.

- Resources of the strong and well placed alumni.
- Opportunity to cater doctoral and post-graduate education and research.

CHALLENGES:

- Complete the 3600 circle of E-Governance and ICT enabled Management Information System.
- To homogenize batch of students from different Socio-economically challenged backgrounds and needs through curricular content, especially in innovative programmes, skill development, moral and ethical values of the profession.
- Equip students to become intellectually liberated, self-reliant, socially responsible, and emotionally mature.
- Creative and sustained ways of making students proficient in English language.
- Introduction of application oriented programmes to attract students from India and abroad for pursuing higher studies.
- Enhancing number of students opting for entrepreneurship.
- Recruiting efficient and highly experienced faculty.
- Develop a separate Research Centre on the campus with more action oriented projects and academic publication.
- Expand networks and collaborative initiatives with Governmental and Non-Governmental Organizations at the local, national and international levels.
- Leverage the strengths and network of the alumni to the fullest potential.
- Ensure better placement and employment.
- Innovation in a fund-starved environment.
- More autonomy in admission procedure to attract international students.

B.PROFILE OF THE INSTITUTION

1. Profile of the Affiliated / Constituent College**1. Name and Address of the College:**

Name :	MURALIDHAR GIRLS' COLLEGE	
Address :	P-411/14 GARIAHAT ROAD	
City : KOLKATA	Pin : 700029	State : WEST BWNAL
Website :	muralidhargirlscollege.org	

2. For Communication:

Designation	Name	Telephone with STD	Mobile	F ax	Email
Principal	Dr. Kinjalkini Biswas	O:033-24644371 R: x	9433112142	033-24197287	kinjalkinib@rediffmail.com
Vice Principal	N.A.				
Steering Committee Co-ordinator	Prof. Sunetra Sengupta	O: 033-24641312 R: 033-34995334	9830066220	033-24197287	sunetrasg@gmail.com

3. Status of the Institution:

Affiliated College	<input checked="" type="checkbox"/>
Constituent College	<input type="checkbox"/>
Any other (specify)	<input type="checkbox"/>

4. Type of Institution:

a: By Gender	
i. For Men	<input type="checkbox"/>
ii. For Women	<input checked="" type="checkbox"/>
iii. Co-education	<input type="checkbox"/>
b: By Shift	
i. Regular	<input type="checkbox"/>
ii. Day	<input checked="" type="checkbox"/>
iii. Evening	<input type="checkbox"/>

5. It is a recognized minority institution?

Yes	<input type="checkbox"/>
No	<input checked="" type="checkbox"/>

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

6. Sources of funding:

Government	<input type="checkbox"/>
Grant-in-aid	<input checked="" type="checkbox"/>
Self-financing	<input checked="" type="checkbox"/>
Any other	

7. a. Date of establishment of the college: 08/07/1940

b. University to which the college is affiliated /or which governs the college (If it is a constituent college)

University of Calcutta

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	17.06.1972	Letter issued by Under Secretary UGC
ii. 12 (B)	17.06.1972	

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

d. Details of recognition /approval by statutory /regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) NA

Under Section /clause	Recognition/Approval details Institution / Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
-	-	-	-	-

(Enclose the recognition/approval letter)

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes ☐ No ☒

If yes, has the College applied for availing the autonomous status?

Yes ☐ No ☒

9. Is the college recognized?

a. by UGC as a College with Potential for Excellence (CPE)?

Yes ☐ No ☒

If yes, date of recognition: (dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes ☐ No ☒

If yes, Name of the agency and Date of recognition:
(dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

Location *	Urban
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Campus area in sq. mts.	1021.952652 sq mts
Built up area in sq. mts.	3134.5 sq mts

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- Auditorium/seminar complex with infrastructural facilities ✓
- Sports facilities
 - * Playground ✓ (Has arrangement with West Bengal Sports Association for use of playground)
 - * Swimming pool
 - * Gymnasium ✓
- Hostel
 - * Boys' hostel
 - i. Number of hostels
 - ii. Number of inmates
 - iii. Facilities (mention available facilities)
 - * Girls' hostel
 - i. Number of hostels
 - ii. Number of inmates
 - iii. Facilities (mention available facilities)
 - * Working women's hostel
 - i. Number of inmates
 - ii. Facilities (mention available facilities)
- Residential facilities for teaching and non-teaching staff (give numbers available — cadre wise)
- Cafeteria ✓ (one) ✓
- Health centre –First aid, Inpatient, Outpatient, Emergency care facility, ✓
 - ✓ Ambulance (on call), Sick-Room, Stretcher facility ✓
 - Health centre staff –

Qualified doctor	Full time	<input type="text"/>	Part-time	✓
Qualified Nurse	Full time	<input type="text"/>	Part-time	<input type="text"/>
- Facilities like banking, post office, book shops ✓
 - (MGC Branch of Andhra Bank, Student Cooperative Store)
- Transport facilities to cater to the needs of students and staff
- Animal house
- Biological waste disposal
- Generator or other facility for management/regulation of electricity and voltage ✓ (Generator available, **Solar Photovoltaic Power Supply**)
- Solid waste management facility: Corporation Bin

- Waste water management
- Water harvesting

12. Details of programmes offered by the college (Give data for current academic year)

Sl.no	Programme Level	Name of the Programme /Course	Duration	Entry Qualification	Medium of Instruction	Sanctioned/ approved Student Strength	No. of Students admitted
1	Under-Graduate (Honours)	English	3 Years	WBCHSE / ISC / CBSE / (10+2) Or Equivalent	English & Bengali	52	51
		Bengali				46	43
		Sanskrit				40	35
		Pol. Science				50	35
		History				40	22
		Education				45	32
		Sociology				35	22
		Philosophy				35	10
		Journalism				45	35
		Geography				41	32
		Psychology				40	31
		Economics				35	12
		Botany				25	15
2	Under-Graduate (Major)	Tourism & Travel Management	3 Years			30	13
3	Under-Graduate (General)	B.A. (Gen) B.Sc. (Gen)	3 Years			515 45	161 08
4	Post-Graduate	x	x	x	x	x	x
5	Integrated Programmes PG/ Ph.D.	x	x	x	x	x	
6	Ph.D.	x	x	x	x	x	
7	M.Phil.	x	x	x	x	x	
8	Certificate courses	x	x	x	x	x	
9	UG Diploma	x	x	x	x	x	
10	PG Diploma	x	x	x	x	x	
Sl no	Programme Level	Name of the Programme /Course	Duration	Entry Qualification	Medium of Instruction	Sanctioned/ approved Student Strength	No. of Students admitted
11	<i>Any Other</i>						

11a	College Sponsored Certificate Course	Computer Fundamentals Communication Skills In English	3 Months	Enrolled College Student	English	40/batch 40	30 x
11b	IGNOU Post-Graduate	English History Pol. Science Sociology Psychology Economics Commerce Extension & Development Studies Counselling and family Therapy Gandhi & Peace Studies	Min: 2 Years Max: 5 Years	3 Years Graduation Degree from UGC recognized Institute	English	As per Directives of IGNOU New Delhi	Total in PG = 300+
11c	IGNOU Post-Graduate Diploma	Journalism & Mass Comm. Extension & Development Studies Urban Development & Planning Environment & Sustainable Development	Min: 1 Year Max: 2 Years	3 Years Graduation Degree from UGC recognized Institute	English		Total in PGD = 50+
11d	IGNOU Diploma	Creative Writings in English	Min: 1 Year Max: 2 Years	WBCHSE / ISC /CBSE /(10+2) Or Equivalent	English		x
11e	IGNOU Under-graduate	Commerce	Min: 3 Years Max: 5 Years				Total in B.Com. = 40+
11f	IGNOU Certificate	Anti-Human Trafficking	6 Months				18

13. Does the college offer self-financed Programmes?

Yes ☒ No ☐

If yes, how many?

1(one); Tourism & Travel Management

14. New programmes introduced in the college during the last five years if any?

Yes	✓	No		Number	2 college sponsored soft-skill certificate course; 16 courses under IGNOU
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15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments	UG	PG	Researc
Science	Botany, Economics, Geography*, Psychology*. Mathematics, Statistics, Chemistry, Film Studies	4 (Honours & General) 4 (General)	x	x
Arts	English, Bengali, Sanskrit, Political Science, History, Education, Sociology, Philosophy, Journalism & Mass Communication, Geography*, Psychology*.	11 (Honours & General)	x	x
Commerce	x		x	x
Any Other (Specify)				

* Can be treated as both B.A.(Hons) and B.Sc.(Hons) depending on Elective subject combination.

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com...)

a. Annual system	16
b. Semester system	
c. Trimester system	

17. Number of Programmes with

a. Choice Based Credit System	
b. Inter/Multidisciplinary Approach	
c. Any other (specify and provide details)	

18. Does the college offer UG and/or PG programmes in Teacher Education?Yes ☐ No ☒

If yes,

- a. Year of Introduction of the programme(s).....
(dd/mm/yyyy) and number of batches that completed the programme
- b. NCTE recognition details (if applicable)
Notification No.:
Date: (dd/mm/yyyy)
Validity:.....
- c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?
- Yes ☐ No ☒

19. Does the college offer UG or PG programme in Physical Education?Yes ☐ No ☒

If yes,

- a. Year of Introduction of the programme(s).....
(dd/mm/yyyy) and number of batches that completed the programme
- b. NCTE recognition details (if applicable)
Notification No.:
Date: (dd/mm/yyyy)
Validity:.....\
- b. Is the institution opting for assessment and accreditation of Physical Education Programme separately?
- Yes ☐ No ☐

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty								Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor		Part Time Teacher (PTT) Contractual Whole time teacher(CWTT)					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government Recruited	-	-	1	9	2	14	2 PTT	1 CWTT 15 PTT	9	9	1	0
Yet to recruit	-	-	-	-	18		-	-	3			
Sanctioned by the Management / society or other authorized bodies Recruited	-	-	-	-	-	-	1 CWTT 11 GL	46 GL	7	7	-	-
Yet to recruit	-	-	-	-	-	-	-	-	-	-	-	-

*M-Male *F-Female

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	1	5	1	4	11
M.Phil.	-	-	x	5	x	1	6
PG	-	-	1	9	2	14	26
Temporary Teachers / Guest Teachers							
Ph.D.	-	-	-	-	x	8	8
M.Phil.	-	-	-	-	x	4	4
PG	-	-	-	-	11	46	57
Part-Time Teachers / Contractual Whole-Time Teachers							
Ph.D.	-	-	-	-	x	1	1
M.Phil.	-	-	-	-	1	2	3
PG	-	-	-	-	3	16	19

22. Number of Visiting Faculty /Guest Faculty engaged with the College.

57

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	2011-12		2012-13		2013-14		2014-15	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	-	358	-	371	-	367	-	330
ST	-	07	-	13	-	18	-	18
OBC	-	10	-	07	-	11	-	43
General	-	1052	-	1128	-	1045	-	1175
Others	-	-	-	-	-	-	-	-

24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	557	-	-	-	557
Students from other states of India	-	-	-	-	-
NRI students	-	-	-	-	-
Foreign students	-	-	-	-	-
Total	557	-	-	-	-

25. Dropout rate in UG and PG (average of the two batches)

UG 7.7% PG -

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled) (2014-15)

(a) including the salary component

₹ 33,998.00

(b) excluding the salary component

₹ 1,213.00

27. Does the college offer any programme/s in distance education

mode (DEP)?

Yes ☒ No ☐

If yes,

- a) Is it a registered centre for offering distance education programmes of another University

Yes ☒ No ☐

- b) Name of the University which has granted such registration.

Indira Gandhi National Open University

- c) Number of programmes offered

Post Graduate = 10; Post Graduate Diploma = 4; Diploma = 1;
Graduate = 1, Certificate Course =1

- d) Programmes carry the recognition of the Distance Education Council.

Yes ☒ No ☐

28. Provide Teacher-student ratio for each of the programme/course offered for

Sl. No.	Programme Level	Name of the Programme	Teacher-Student Ratio
1	IGNOU Post-Graduate	English	1:12
		History	1:2
		Pol. Science	1:6
		Sociology	1:5
		Psychology	1:10
		Economics	1:6
		Commerce	1:2
		Extension & Development Studies	1:2
		Counselling and family Therapy	1:4
		Gandhi & Peace Studies	1:1
2	IGNOU Post-Graduate Diploma	Journalism & Mass Comm.	1:1
		Extension & Development Studies	1:1
		Urban Development & Planning	1:5
		Environment & Sustainable Development	1:3
3	IGNOU Diploma	Creative Writings in English	-
4	IGNOU Under-graduate	Commerce	1:1
5	IGNOU Certificate	Anti-Human Trafficking	1:9

29. Is the college applying for Accreditation:

Cycle 1 ☐ Cycle 2 ☒ Cycle 3 ☐ Cycle 4 ☐

Re-Assessment:

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re- accreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle1: 03/05/2005 (dd/mm/yyyy) Accreditation Outcome / Result- B+

Cycle2: Due (dd/mm/yyyy) Accreditation Outcome / Result- ---

Cycle3: NA (dd/mm/yyyy) Accreditation Outcome / Result- ---

* *Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.*

31. Number of working days during the last academic year.

241 days

32. Number of teaching days during the last academic year

(Teaching days means days on which lectures were engaged excluding the examination days)

214 days

33. Date of establishment of Internal Quality Assurance Cell (IQAC)

IQAC 30.11.2004 (dd/mm/yyyy)

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR of 2010-11 (i) 17-12-2015 (dd/mm/yyyy)

AQAR of 2011-12 (ii) 17-12-2015 (dd/mm/yyyy)

AQAR of 2012-13 (iii) 17-12-2015 (dd/mm/yyyy)

AQAR of 2013-14 (iv) 17-12-2015 (dd/mm/yyyy)

AQAR of 2014-15 (iv) 17-12-2015 (dd/mm/yyyy)

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/ descriptive information)- Nil

C. CRITERIA-WISE INPUTS

CRITERION I: CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

Vision: Our vision is the empowerment and enlightenment of women through value-based and quality education so as to foster informed global minds. The Institution also has a proactive role in enabling the girl student for income generation and sensitizing them to international issues, so that they become truly equipped global citizens.

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

Objectives: The following objectives are identified to fulfil the vision and mission of the college:

- To empower the students to know and ask for their rights to education, health, shelter, food and clothing.
- To empower the students to fight against every form of discrimination.
- To enable the students to take decisions and accept responsibilities.
- To cater to the needs of the society through capacity building of the students.
- To empower the students scientifically through Information and Communication Technology (ICT) enabled education to face global challenges.
- To empower the students with necessary socio-political awareness so that they become effective members of the civil society.
- To inculcate in the students moral, social, secular and ethical values.
- To sensitize and educate the students about environment and sustainable development.
- To create a healthy, competitive academic environment by continuous upgradation of teaching-learning process through research and ICT advancements.

The vision, mission and objectives are communicated to the all the stakeholders as following:

Students:

- Through the college website,
- Admission Brochure and Prospectus,
- Orientation Programs at the beginning of the session,
- Value Education programs through NCC and NSS
- Contact Sessions with teachers,
- Principal's Address,
- Class-Representative (CR) meetings,
- Annual Social,
- Interactive Sessions (through quiz, debate, extempore)

Teaching and Non-Teaching Staff:

- Staff Meetings with the Principal
- Regular Interface with IQAC
- Meeting of Academic Bodies (Academic Sub-Committee, Seminar Committee, Research Wing)
- Initiation of new Faculty at Staff Meeting

Other Stakeholders:

- Parent-Teacher meetings
- Parents' Day
- Alumni Association and Alumni Meet
- Former Faculty and Staff Meet
- Community Outreach Programmes
- Regular coordination with Civic Authorities
- Meetings of Career Development and Placement Cell (CDP)

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

For effective implementation of the curriculum well-structured action plans are developed and deployed by the institution:

- The college implements the curricula designed by its affiliating University, the University of Calcutta, in all its Under Graduate courses.
- The college prepares an Academic Calendar for each session in accordance with the schedule provided by the University
- To monitor academic performance, the Principal holds regular meetings with IQAC, Academic Sub-Committee comprising of HODs of different departments and Class-Representatives to discuss matters related to teaching plans, methods and performance of students – Strategies are worked out on basis of this.
- Departmental meetings are held to effectively frame and implement term-wise syllabus
- Mid-Term Test, Class Tests and Tutorials are regularly held to check the performance of the students and on the basis of that

Remedial classes are taken for the weaker students.

- Encouragement is given to the faculty to adopt innovative and effective methods of teaching that cater to the needs of the learners
- ICT based learning has been introduced in all departments. Both teachers and students use internet facility to procure study materials.
- Along with traditional chalk and talk method, use of Smart Class-room is encouraged
- Assignments, Projects, Term-Papers, Practical Works, Field-trip, Survey are regular part of teaching method
- Reference Books are made available to the students
- On-line Library facility is made available to the students. E-resources are easily accessible to the students.
- Students are encouraged to go beyond the syllabus and are initiated to basic research methodology.
- Student friendly atmosphere is ensured.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

Teachers receive procedural and practical support for effectively translating the curriculum and improving teaching practices both from University and College.

Support received from the University:

- University of Calcutta has Board of Studies to determine the curriculum and its implementation in each subject. Some of our teaching faculty are members of the Board of Studies.
- Information concerning the syllabus, notifications of changes, as also question patterns is provided in the University website.
- The University also provides an Academic Calendar, with a specific examination schedule and proposed time for results.
- Workshops, as also, Refresher and Orientation courses are regularly conducted by the University to allow the faculty to update their knowledge.

Support given by the college:

- At the start of the session the Principal calls an Academic Sub-Committee meeting for determining the implementation of the syllabus, adopting innovative teaching-learning methodology, and ensuring a student-friendly atmosphere.
- According to the requirements of the changed syllabus, the stock of books are upgraded utilizing the UGC grants, if available and/or from the college funds.
- The college organizes faculty enrichment programmes and provides all forms of infrastructural facilities to improve teaching practices.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.

With a focus on the overall personality development of the students the college takes the following initiatives, for effective curriculum delivery and its transaction:

- Effective implementation and execution of the syllabus and changes made there in by the University.
- Preparing academic calendar including term-wise syllabus break-up and ensuring its compliance through departmental meeting.
- Maintaining Academic Progress Report with due consideration of student feedback.
- Conducting meeting at various levels to make strategies for improving teaching methods and implementing innovative learning through use of ICT.
- Updating the college website with the latest information and notifications and using it for providing learning tips to the students.
- Up-gradation and modification of existing infrastructure especially laboratories as per requirements of the syllabi.
- Upgrading library resources and e-learning facilities and encouraging the students (both slow and advanced) to make optimum use of library resources and e-learning resources.
- Remedial classes organized for slow learners.
- To make the learning process more student centric, students are made to participate in group discussions, micro teaching and are given assignments to make PowerPoint Presentations.
- Subject experts are invited to give special lectures on different topics included in the syllabi.
- For the benefit of the students bilingual lectures are given.

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?

The college networks and interacts with different beneficiaries for effective operationalization of the curriculum in the following manner:

Industry:

- The Journalism and Mass Communication department have an informal arrangement with the Media sector, both print and electronic, to have practical exposure of the concepts taught to them as per demand of the curriculum. Different experts from established Media Houses and ex-students of the college from

Media sector come and share their experience and expertise with the students. The exposures thus gained have led to impressive employment statistics.

- The Tourism and Travel Management (TTMV) department has a formal arrangement with West Bengal Tourism Development Corporation Ltd. (A Govt. of West Bengal Undertaking). The corporation imparts hands on training to the students of the Travel and Tourism Management as per the curricula for 6 months. A monthly stipend is paid to the students.
- The College has a Career Development and Placement Cell which effectively involves experts from the industry who impart their knowledge to the students and advice regarding career path.

University:

- All the faculty members are intimately connected with evaluation process of the University including Paper-Setting, Moderation of Question Paper, conducting Zonal Centre, Head-Examinership/Coordinator, Correction and Scrutiny of answer scripts etc. These experiences generate important feedbacks which are immensely valuable in operationalization of the curriculum and guiding the students in the teaching-learning and evaluation process.

Research Bodies:

- The college has its own research body- MGC Research Wing which supervises the research activities of the faculty and students.
- It encourages the faculty for undertaking Minor Research Projects under UGC.
- **Future Plan:** It proposes to collaborate with other Research Bodies for their assistance e.g. dialogue is on with UNICEF to collaborate in various research areas.

1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

Contributions of the institution and/or its staff members to the development of the curriculum by the University are:

- Faculties who are members of Board of Studies are directly involved in the development of the curriculum.
- Departments who have no representation in Board of Studies, sends suggestions on development of curriculum on the basis of teacher feedback and student feedback.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating

university) by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.

Yes, the college has developed curriculum for soft skill development courses other than those under the purview of the affiliating university. The college offers:

- a) Computer Fundamentals & Internet Applications for Office Management
- b) Communication skills in English

Computer Fundamentals & Internet Applications for Office Management:

Needs Assessment:

In the changing global scenario, the requirements that ensure employability in the workplace have changed. A college and university degree alone does not suffice employability. The market demand, student interests and feedback from stakeholders initiated the college to design and develop the curriculum for the course.

Design, Development and Planning:

The duration of the course is three months. Keeping the time frame available for completion of regular curriculum study during the academic session the three months duration has been decided upon. The target is to imbibe skill in as many students as possible.

The course includes Hardware Essentials, Software Essentials, Networking and Internet Essentials with front and back office techniques and Computer Security essentials.

Communication skills in English:

Needs Assessment:

As English is the most widely used language for office use and communication, the college feels the necessity for introducing spoken English course for all the students.

Design, Development and Planning:

The duration of the course is three months. Keeping the time frame available for completion of regular curriculum study during the academic session the three months duration has been decided upon. The target is to imbibe communication skill in English in as many students as possible, specifically for those who are from vernacular background.

1.1.8 How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

The college adopts the following measures to analyze/ensure that the stated objectives of curriculum are achieved:

- Each department periodically conducts meetings of faculty members to discuss the progress of academic activities and assumes corrective steps.
- Academic Sub-Committee meetings are convened from time to time to evaluate student progress and academic

achievements. The committee meets to analyze the implementation of the curriculum in time.

- At the end of each examination (Departmental Tests, Mid-Term Examination and Test Examination), Academic Sub-Committee conducts a result analysis, and suggests corrective measures.
- These matters are then discussed in the IQAC meetings periodically. The IQAC is there to ensure that the syllabus is completed in time and that continuous evaluations are conducted periodically.

1.2 Academic Flexibility

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.

The institution aims at holistic development of the potential of our students. The goal is to promote gender equality and empower women so as to extend equal socio-technological opportunities to all the students. The objective is to empower them scientifically through Information and Communication Technology (ICT) enabled education to face global challenges and imbibe in them global level competency, employability and self-development.

The college proposes to apply for a number of Add-on courses for approval to the UGC under the category of career-oriented courses. However keeping in mind the market demand and student interests, the IQAC in consultation with stake holders and approval from the Governing Body have already started the few self-designed and self-financed soft skill development courses and proposes few more, along with other degree courses to fulfil its commitment to achieve the goals and objectives reflecting its vision and mission.

The courses offered by the college are:

- a) Computer Fundamentals& Internet Applications for Office Management
- b) Communication skills in English

Future proposals:

- a) Anchoring, Reporting, and News Reading
- b) Still and Video Photography
- c) Entrepreneurship Development
- d) Personality Development and Public Relations
- e) Destination Management in Tourism
- f) Cutting-Tailoring and Embroidery

These courses have been designed to create awareness among the students about various job options and encourage them to avail the benefits of various available entrepreneurial opportunities with the aim of becoming not only the job seekers but the job providers.

Apart from these the college is a **Regular Study Centre of IGNOU**, which offers a number of Certificate, Diploma, Post-graduate Diploma

Courses along with a wide range of Masters Courses for the students.

1.2.2 Does the institution offer programmes that facilitate twinning/dual degree? If 'yes', give details.

As per the statute of University of Calcutta, there is no provision for pursuing twinning degree programmes, and therefore, the college does not offer any such programme. The College at its own level also does not offer dual degree courses for the students.

However the college has the IGNOU Study Centre since 2009 from where a student can pursue IGNOU certificate courses along with her CU degree course at the same time. The College also offers some self-designed and self-financed Certificate courses according to its vision and mission, to make the students competent in the job market, and also to become entrepreneurs.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability.

Range of Core / Elective options offered by the University and those opted by the college –

Since the college is affiliated to University of Calcutta, it follows the curriculum designed by the university. However the college offers diverse options of Humanities and Science subjects.

The **students pursuing 3-year (1+1+1) Honours Degree course** have the option to choose from a list of 14 subjects, including Tourism and Travel Management (B.A. Major).

Students choose two elective subjects from the wide range of subjects combining even Humanities with Science subjects as per their choice, taking not more than one subject from one group. The students of Arts and Humanities have diverse options in Languages, Social Sciences, Economics, Mathematics and a wide variety of practical subjects.

The students pursuing 3year General Degree Course has also the option of choosing from a wide variety of subject combinations offered to them. A student is required to choose 3 elective subjects from the following combinations, taking not more than one subject from each group.

Subject Choice for Honours Degree course:

HONOURS	ELECTIVE SUBJECTS		
B.A.(HONS)	GROUP-1	GROUP-2	GROUP-3
English	Education / Film Studies	History / Mathematics	Geography/Philosophy/ Journalism / Psychology
Bengali	Sanskrit / Music Sociology/	Education / Film Studies	Philosophy/Journalism/ Psychology
Sanskrit	Education	Economics / Bengali	Philosophy / Journalism
Philosophy	Pol Sc. / English	Education	Sanskrit/Sociology/ Music
Political Science	History	Economics/ Botany / Bengali	Geography/Philosophy/ Journalism
History	Education	Geography/Philosophy/ Journalism /Psychology	Political Science / English
Education	Philosophy /Psychology	Sanskrit / Socio/Music	Economics/Botany/ Bengali
Sociology	Political Science / English/Statistics	Geography /Philosophy/ Journalism / Psychology	History / Mathematics
Journalism	Economics /Bengali	Political Science /English	Film Studies
B.Sc.(HONS)	GROUP-1	GROUP-2	GROUP-3
Psychology	Education	Economics/Botany/ Bengali	Pol Sc. / English /Statistics
Geography	History / Mathematics	Sociology / Chemistry	Economics/Botany /Bengali
Botany	Chemistry(comp)	Statistics	Geography / Psychology
Economics	Mathematics (compulsory)	Philosophy/Journalism	Pol Sc. / English / Statistics
B.A.(MAJOR)	GROUP-1	GROUP-2	X
TTMV	History	Sociology	X

Subject Choice for General Degree course:

B.A. (GENERAL)	GROUP 1	GROUP 2	GROUP 3
Combination 1	Education	Philosophy/Political Science	History/Sociology/ Bengali/Music
Combination 2	Education	Journalism/Psychology/ Philosophy	History/Sociology/ Bengali/Music
Combination 3	Education	Economics/Bengali/ Botany	Sociology/Sanskrit/ Pol Science/English
Combination 4	Political Sc. /English	Economics/Bengali/ Botany	Philosophy/History/ Sociology/Sanskrit
Combination 5	Bengali/ Sanskrit	Philosophy/Geography	English/Political Science/History
Combination 6	History/ Bengali	Education/ Philosophy	Sociology/Pol Science
Combination 7	Education/ History	Sociology/Sanskrit/Music /Botany/Economics/Beng.	Pol Sc./English / Philosophy/Journalism
B.Sc. (General)	GROUP 1	GROUP 2	GROUP 3
Combination 1	Geography	Economics/Botany	History/Sociology
Combination 2	Botany/Economics	Chemistry	Education
Combination 3	Economics/Botany	Mathematics	Statistics
Combination 4	Psychology	Chemistry	Botany/Economics

The college further offers an array of college sponsored Add on Courses in various skill oriented subjects. These courses add on their skills and increase their potential for employability

Choice Based Credit System and range of subject options –

There is no scope for Choice based Credit system following the Calcutta University curriculum.

Courses offered in modular form –

At the Under Graduate Level the University has introduced annual evaluation and has restructured the syllabi of the subjects offered in modular form.

Credit transfer and accumulation facility –

There is no scope for Credit transfer in the University guideline. However if a student fails to qualify in any subject, then she needs to reappear only in those subjects.

Lateral and vertical mobility within and across programmes and courses-

Lateral mobility: Students have the facility to change their elective subjects even after admission within a stipulated period of time as specified by University with due permission of Principal.

Vertical Mobility: As the college offers only undergraduate courses there is not much scope for vertical mobility. However, the College offers various certificate courses to develop the skills of students either for progression to higher studies or improvement of potential for employability. Students from all streams can opt for these Soft skill Courses being offered in the institution. Further the college is a Regular Study Centre of IGNOU which offers 10 (ten) Masters Courses, which the students can pursue after their graduation.

Time Frame Mobility

Students unable to complete an academic programme due to various reasons, viz, financial constraints, medical emergencies or adverse family circumstances can resume their course within the stipulated period of time provided by the University in case they are able to justify this gap. This time frame mobility facilitates the students' progress to higher studies.

Enrichment Courses –

Keeping in mind the need of the hour, the College wants to enrich as many students as possible with proficiency in Spoken English and Basic IT related skills with knowledge of front and back office operations. This will definitely help them in gaining professional confidence for external world as well as educating and empowering the next generation.

The College wants to provide further support for the preparation of competitive examinations with the help of Government and Non-Government agencies.

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes,

with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

Yes, the College offers Self-Financed Programme in **Tourism and Travel Management**, as per the Calcutta University curriculum.

A candidate who secures a minimum of 45% (40% for candidates belonging to SC/ST community) marks in the aggregate at the (10+2) level examination shall be eligible for admission to the B.A. (Major) Degree Course of Study in Tourism & Travel Management, provided she has passed in English having full marks not being less than 100.

For B.A. Major Course:

Major Subject	Elective Subject	
Tourism & Travel Management	History (compulsory)	Sociology (compulsory)

Curriculum:

The curriculum for Tourism & Travel Management, being a job-oriented vocational course, is different from that of other regular subjects taught in the college. The major highlights are:

- Practical oriented syllabus
- Long & Short Trip
- On-job Training
- Computer course for handling Front-office, Back-office & Tour Management
- Hotel Survey

Fee Structure:

The students can study the B.A.(Major) Degree Course in Tourism & Travel Management at a monthly tuition fee of Rs. 350/-.

Teacher Qualification & Salary:

The Guest Faculty of the department are experts in their own field and are remunerated as per UGC norms.

Placement Opportunity:

More than 80% of final year students of TTMV get Tourism related jobs in different Government & Non-Government sectors. A Placement Cell is there in the College to conduct Campus Interview.

The College also offers the college designed self-financed certificate courses as follows:

- Computer Fundamentals & Internet Applications for Office Management
- Communication skills in English

Future Plan

The College further proposes to offer the following self-designed and self-financed certificate courses as follows:

- Anchoring, Reporting, and News Reading
- Still and Video Photography
- Entrepreneurship Development
- Personality Development and Public Relations
- Destination Management in Tourism
- Cutting-Tailoring and Embroidery

Curriculum:

With respect to curriculum, some of the programmes are related to university syllabus (more practical exposure with hands-on training facilities) whereas rest of the listed programmes are focused on job orientation.

Admission, Fee Structure, Teacher Qualification, Salary:

With respect to admission, all willing students of the college can enrol in these programs free of cost, while students from outside the College are also allowed to get absorbed in these courses if they found eligible at nominal fees.

All these courses are coordinated by the College Service Commission appointed full-time faculty of the College. They, along with their respective team members decide upon the Fee Structure, Teacher Qualification, Salary etc. are based on the survey of the existing market scenario and various internal parameters of the College.

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.

Yes, the College provides additional skill oriented programmes in the form of:

- i) Soft Skill Development,
- ii) Vocational Training, and
- iii) Service Sector oriented training modules, relevant to regional and global employment markets.

a) Computer Fundamentals & Internet Applications for Office Management

Duration - 3 months (Twice a Week for each Year – 2 Hours)

Sl No.	Hardware Essentials	
1	1.1	Functional & Operational Block Diagram (Bootling, Shut Down, UPS)
	1.2	Input & Output Devices
	1.3	Memory Hierarchy
	1.4	Basics of Central Processing Unit
	1.5	BUS structure, Interconnecting cables (including HDMI)
	1.6	Distinct features of Laptop, Notebook, and Tab
	1.7	Wearable digital gadgets
	1.8	Handling Digital Projector, Scanner, Printer, Photocopier, FAX
	1.9	Smart-board operation
	1.10	Networking / Internetworking Hardware (MODEM, LAN, WAN, MAN, PAN, VPN, Switch, Router, Wi-Fi)
	1.11	Hardware Protection and Security
2	Software Essentials	

	2.1	File and Folder Management (both online and offline) in Graphic User Interface (GUI), File Compression, File Security and Protection	
	2.2	2.2.1	Word Processing
		2.2.2	Page Layout, Letter/Memo/Notice/Order/Circular/ Agenda/Minute/Resolution Draft and Compose, Report Writing
	2.3	2.3.1	Spread Sheet and Database Operations
		2.3.2	Work Sheet, Formula
		2.3.3	Data Collection, Data Processing, Data Analysis, Data Query
		2.3.4	Database Report Generation, Chart operation
	2.4	2.4.1	Fundamentals of Multimedia and Slide Presentation
		2.4.2	Introduction of Static and Video Image Processing
	3	Networking and Internet Essentials	
3.1		Sharing File, Printer, Scanner, Photocopier through LAN, Wi-Fi	
3.2		Internet (TCP/IP, ISP, SMTP, HTTP, WWW, HTML, Browser)	
3.3		Searching, Mailing through Internet	
3.4		Internet Security and Protection, Virus/Anti-Virus, Cyber Threats, Cyber Laws	
4	Career Guidance and Placement Opportunities in ICT through Counselling		

b) Communication Skills in English

Duration - 3 months (Twice a Week for each Year – 2 Hours)

Objectives of the Course:

- To impart basic Communication skills to the UG students in the English language through rigorous practice and use of various categories of common words and their application in sentences,
- To enable them to achieve effective language proficiency for their social, professional & inter personal communication.

Desired Outcome of the Course:

On successful completion of this program, the students must be able to:

- Understand and use about 1200 to 1500 General Purpose words of English language,
- Express his /her ideas and thoughts in speech,
- Comprehend, converse, interact and participate in any day-to-day events and situation
- Perform in proper manner various professional activities like Group Discussions, Interviews, Debates, Role Plays, Presentation etc.
- Face communication challenges during professional meetings effectively and confidently

Contents of the Course: Interactive and Communicative Practical with emphasis on Oral Presentation/Spoken Communication based on International Phonetic Alphabets (I.P.A.)

Unit-1

Speech and verbal communication: articulation (pronunciation- IPA Chart) of different sounds and words i.e. vowels, consonants, diphthongs, and words.

Unit-2

Official/Public Speaking based on suitable Rhythmic Patterns:
JAM, Extempore, Debate

Unit-3

Argumentative Skills/Role Play Presentation with Stress and Intonation

Unit-4

Presentation Skills based on proper Stress and Intonation

Mechanics: Understanding the conceptual inputs on presentation skills, watching examples of good/bad presentation skills & evaluating with the group, conducting presentations in front of the group along with peer and teacher evaluation

Unit-5

Conversational Skills for Interviews with emphasis on Kinesics and **situational dialogue** for personal and official purpose

Unit-6

Group Discussion: Guidelines of Group discussion, Practices on current Topics.

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice" If 'yes', how does the institution take advantage of such provision for the benefit of students?

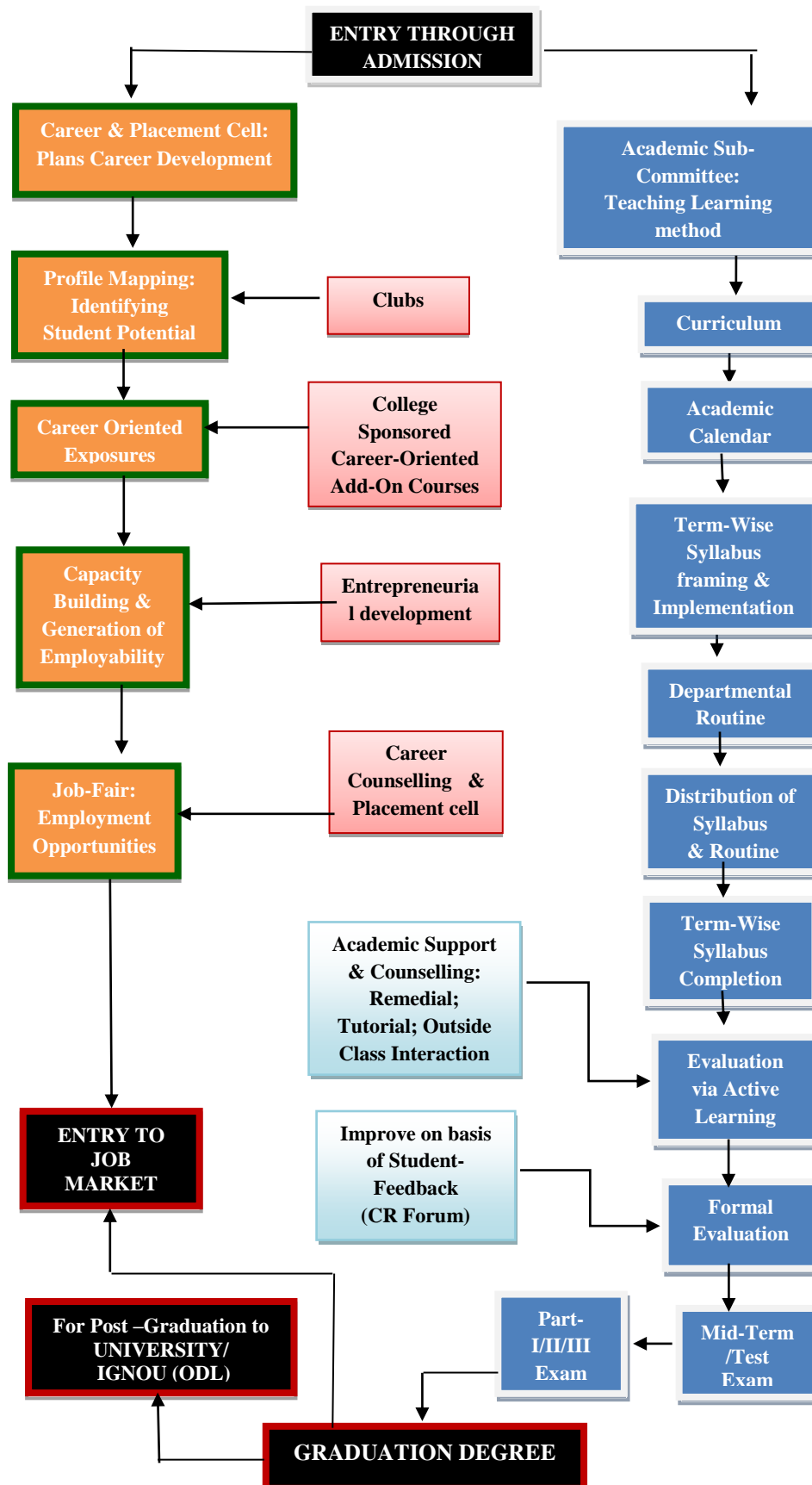
Yes, The Calcutta University provides for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students. In this College the students get the opportunity to study in the Distance Mode of Education provided by the Indira Gandhi National Open University (IGNOU). The College is a Study Centre of IGNOU since 2009. The students can choose the course / combination according to their aptitudes and preference for the future. The students of this college are benefited through these courses offered. Even the students passing out with General course get a chance to go for higher studies (Master Degree and Diploma) through IGNOU.

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

The Flowchart below depicts the efforts made by the institution to

integrate the academic programmes and institution's goals and objectives in supplementing the University's Curriculum



1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?

In order to provide a platform for the students and the employment market to interact effectively the College conducts:

- College provides interactive platform between our ex-students (who are employed in various sectors) with the current students to share their job market experience.
- Career oriented Seminars and Workshops inviting market experts.
- Career and personal counseling by the professional counselors.
- Keeping career and job oriented periodicals, journals, books in the library.
- Career talks through All India Radio.
- Inviting prospective employers in the Job fair and also nominating them as invited members in the college Career Development and Placement Cell.
- Job oriented courses a) self-financed vocational b) in collaboration with the CU c) in collaboration with NGOs and other professional bodies.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

The Institution integrates the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, Civic Sense, ICT into the present Curriculum through various skills and knowledge enhancing programmes, paper presentations, College Exhibition, etc. in which the students participate.

Inculcation of social responsibility is ensured while imparting the various awareness programmes. Our effort towards Inclusive Curriculum whereby we include extra and co-curricular activities within the mainstream curriculum enables us to include Indian Constitution, Environmental Studies, gender issues and Computer Fundamentals etc. within all the UG courses.

The College makes efforts to integrate socially relevant issues into the curriculum with the help of the different cells and clubs functioning in the College like Career Development and Placement Cell, Internal Complaints Cell, Anti-Ragging Cell, NSS, NCC, Go- Green, Interactive Club etc. The College Union and departmental associations play a vital role in these ventures. A few initiatives are detailed below:

Gender –

- Gender specific issues are addressed by the inclusive curriculum and they are effectively transacted to the students both in the classroom and outside.

- Movies portraying gender related issues are exhibited to the students to initiate discussions.
- Our vision being the empowerment and enlightenment of women, the rights and privileges of women in society are asserted by the college assuring them equal opportunity in all activities.

Environmental Education and Climate Change –

- Conducting Curriculum prescribed project based environmental studies.
- Seminars are held; movies and documentaries portraying environmental consciousness are shown.
- Field Study leading to projects
- Regular interaction with State Pollution Control Board
- Activities of our Environmental Club – ‘Go Green’
- Installation of Solar Photo Voltaic Power Plant – our humble effort in green energy project.

Human Rights –

- Establishment of Internal Compliant Cell
- Anti-Ragging Cell
- Grievance Redressal Cell
- Generating a Secular atmosphere
- Conducting Seminars on Gender Rights
- Efforts taken to empower students hailing from marginalized sections of society, such as SC/ST and OBC and Minority students.
- Legal advice may be provided to the students by formation of a Legal Service Cell.

Information and Communication Technology (ICT) -

Muralidhar Girls' College is well equipped with a active Information and Communication Technology policy which helps to adopt state of the art technology in its teaching-learning process through e-learning as well as office and administrative practices through e-governance. There is a coordinated and targeted approach to integrate technology into our college level education system as well as into higher educational institutional network, through well thought out policy decisions. The college endorses following practices to achieve this target:

◆ **To make ICT beneficial for students we create individual learning paths for them through-**

- Creation of instructional tools for individualized student learning considering diversity of languages, university and state curriculum.
- Production of e-content in the form of digitized textbooks, animations and videos.
- Sharing of e-contents through high bandwidth LAN, Wi-Fi, and Internet facilities.
- Regular uploading of syllabus based e-contents to the college website for 24X7 hour access.
- Computerized Library with Wi-Fi Zone, computer access points for students and teachers, digital photocopier machine, online

access of NLIST books, college library catalogue.

- Computer and digital technology based certificate course.
- Creation of Smart Classroom using Smartboard, Computer to make the teaching-learning process more interactive.
- Existence of digital media laboratory for creation, editing of e-contents, project works, data collection and analysis, documentary film making (with sound-recording facility), and composing contents for college/departmental magazines.
- Introduction of computer games for fun-filled and interactive learning process.

◆ **To make ICT beneficial for teachers we have tech-integrated programmes for competency-linked teacher training through-**

- Internet for remote connection with peers and training from their subject experts.
- Formation of Workgroup, Group e-mail, WhatsApp group, Facebook for knowledge and idea exchange amongst themselves.
- Introduction of MGC Online Educational Resource Platform (MOERP) to empower them through creation of digital contents that include instructional videos, online coaching, and peer support.
- Extensive training module for Staffs of the college to enable them as ICT conversant.

◆ **To make ICT beneficial for Leadership and Governance and to follow the objective of 'Digital India' we have-**

- Online Admission system for both honours and general courses.
- Computerized student management system which helps to record, maintain, track and analyse student level performance data. It also helps us to achieve institutional goals and teacher-classroom-specific goals.
- Computerized Cash collection, Accounts and Payroll system for recording and analysis of financial data, and preparation of different Budgets.
- Maintenance of information related with Governing Body, Finance, IQAC, and other Committee decisions.
- Introduction of COSA through the Government of West Bengal.
- Computerized Library information system.
- Computerized Staff Attendance system through Biometric machine.
- In process to implement fully computerized Management Information System, Service Book maintenance, Routine preparation, and allocation of examination duty.

1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?

§moral and ethical values

§employable and life skills

§better career options

§community orientation

◆ **Moral and ethical values –**

Although the College does not have any specific courses / enrichment programmes relating to the above, it is a constant effort on the part of the faculty to impart these values in the course of the curricular studies.

- NCC and NSS activities of the College inevitably lead to the inculcation of these values.
- Educating the dropouts: The College Academic Committee identifies and educates dropouts and motivates them to continue education.
- Observance of Days of National Importance:

◆ **Employable and life skills –** In order to ensure employability and life skills in our students, the College does the following:

- Career oriented Seminars and Workshops inviting market experts.
- Career and personal counseling by the professional counselors.
- Keeping career and job oriented periodicals, journals, books in the library.
- Career talks through All India Radio.
- Inviting prospective employers in the Job fair and also nominating them as invited members in the college Career Development and Placement Cell.
- Job oriented courses: a) self-financed vocational b) in collaboration with the CU c) in collaboration with NGOs and other professional bodies.

◆ **Introduction of the following courses for better career options:**

a) Self-financed vocational:

- Computer Fundamentals and Internet Applications for Office Management
- Communication skills in English

Future Plans:

- Anchoring, Reporting, and News Reading
- Still and Video Photography
- Personality Development and Public Relations
- Destination Management in Tourism
- Entrepreneurship Development

b) Collaboration with the CU:

- The college provides opportunity of enrolling into Courses on Jute Handicrafts & Jute Diversified Product (JDP) conducted by Department Of Jute And Fibre Technology, Institute of Jute Technology, University Of Calcutta sponsored from Development Commissioner (Handicrafts) (DCH), Ministry of Textiles, Govt. of India, New Delhi under DCH-HRD Training Programme through established Institutions.

c) Collaboration with NGOs:

- Cutting-Tailoring and Embroidery : Karma Kutir

◆ **Community orientation** – The College has an active NSS unit and NCC wing which participates in community outreach programmes in collaboration with the local civic authorities.

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

Student Feedback:

- **Final year Students**
- **Student Class Representatives of all years**
- **Alumni**

Through the feedback of the students the Principal in discussion with the relevant sub-committees formulates changes to enrich the implementation of the curriculum.

Feedback from the stakeholders:

- **Parents** : (Feedback collected informally during Parent-Teachers' Meet)
- **Academic Peers**: (Feedback collected during seminars, workshops. Feedback is also obtained informally from the visiting faculty, guest faculty and permanent faculty.)
- **Industry**: (Feedback obtained from the employers informally, when the students meet them through programmes organized by the Career Development and Planning Cell)

Feedback and suggestions help us in enriching the curriculum, thereby paving the way to introduce new programmes and changes.

a) We have implemented a number of Soft Skill development courses to increase the employability of the students viz:

- Computer Fundamentals and Internet Applications for Office Management
- Communication skills in English

Future Plan

b) Proposals are being sent to the Higher Education Council, Government of West Bengal for introduction of 4 new courses from 2016-17 academic session viz:

- Chemistry Honours
- Mathematics Honours
- Zoology general
- BBA

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

To monitor and evaluate the quality of its enrichment programme the College has a well-tested system in place.

- All academic and non-academic business of the College is actively monitored by IQAC for maintenance of quality.
- After each activity, performance analysis, collection of feedback and periodic reviewing are conducted to understand the impact and influence of the programmes.

- Performance evaluation is ensured hierarchically through review meetings of the department, academic sub-committee, and finally IQAC.
- Congenial interaction between student and faculty in the class and beyond is ensured in order to realise the maximum benefit from the system. The programmes establish a supportive network of peers, staff and faculty.
- Programmes that enhance the analytical, critical thinking, and problem solving skills of students besides improving their study habits, time management, and interpersonal skills are promoted.
- Higher education enrolment ratio is another indicator of the quality of our enrichment programmes.

1.4 Feedback System

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

Being an under-graduate college, the institute does not have much scope in the design and development of the curriculum prepared by the affiliating University. However the college has introduced a feedback system from amongst the stakeholders about the academic programmes. Based on the feedback, the representatives of the college present the views to the bodies responsible for the designing of syllabus and evaluation. Many of the faculty are members of Board of Studies, Board of Examinations, Moderation and other academic bodies and they give suggestions about designing the curriculum.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

Yes, there is a formal mechanism to obtain feedback from students and stakeholders on Curriculum:

Student Feedback includes:

- Final year Students
- Student Class Representatives of all years
- Alumni

Feedbacks from the stakeholders include:

- Parents
- Academic Peers
- ◆ The analysis of the feedbacks yields vital takeaways which are then implemented.
- ◆ Inputs generated from the stakeholder's feedback are then forwarded to the Calcutta University through members of the Board of Studies and through representation in various curriculums related

Workshops.

1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)

During the last four years no new programmes/courses have been introduced.

- After first cycle of accreditation 5 (five new courses were introduced – *Botany (Honours); Sociology (Honours); Chemistry (General); Film Studies (General) and Statistics (General)*). As no full-time teaching post was sanctioned for these courses, the college could not apply for new subjects.
- Keeping in view the students' demand (based on feedback) the college is applying for affiliation of 5 new subjects from the next academic year- Chemistry (Honours); Mathematics (Honours); Zoology (General); Microbiology (General) and Bachelor of Business Administration (BBA).
- The college on its own has introduced and successfully running 2(Two) Soft-Skill courses.
- The IGNOU Study Centre of the college, introduced in 2009 offers 9 Masters Courses, 4 Post-graduate Diploma courses, 1Diploma Course, 1 Certificate course and 1 Under-graduate course.
- The introduction of these programmes has enabled the students to pursue the certificate course along with their undergraduate degree as also have the option of pursuing higher education right after their undergraduate degree.

Any other relevant information regarding curricular aspects which the college would like to include.

Nil

CRITERION II: TEACHING - LEARNING AND EVALUATION

2.1 Student Enrollment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

Publicity in the Admission Process:

The Institution ensures wide publicity to admission process by way of:

◆ **College Website:**

The College has its own website developed for the convenience of students, teachers and parents as also all those willing to seek admission in the College. The website contains detailed information about the College and its admission procedure. The website of College is www.muralidhargirlscollege.com. Due care is taken to update the website regularly. Admission notification with detailed procedure of selection, fee structure, courses offered, reservation criteria and other related information about the particular course is prominently advertised on the College website.

◆ **Information on College Notice boards:** The information regarding admission is displayed prominently on College notice boards.

◆ **Word of Mouth:** Favourable opinion regarding the College by word of mouth also ensures the required publicity.

◆ **Distribution of Prospectus:** The College publishes prospectus at the beginning of every academic year. The prospectus contains rules and regulations laid down by the Higher Education Department, Govt. of West Bengal, affiliating University of Calcutta, and College. The procedure of selection, fee structure, courses offered, reservation criteria and other related information about the particular course find a place in the prospectus. The prospectus provides an insight to the students regarding faculty, facilities, and activities of the College along with a detailed Academic Calendar.

Transparency in the Admission Process:

Transparency is maintained through all-out effort in the form of conducting meetings with all possible stakeholders and distribution of information through public domain.

◆ **On-line Admission Procedure:** The admission procedure of the College for its Honours, General and Major Courses is fully on-line.

- Notifications are given on the college website regarding
 - (i) Courses on offer (Honours & General)
 - (ii) Number of seats (including SC/ST/OBC/PWD reservation)
 - (iii) Combination of subsidiary subjects available for Honours;
 - (iv) Fee structure of courses
- Application Fee is collected through on-line generation of e-challan of Andhra Bank directly at Bank branches;
- Timelines for noting the submission of Registration Fee at Bank either online or offline mode is notified in college website;
- On-line generation of Merit Lists
 - (i) Merit lists (with criteria) displayed on website and college notice board
 - (ii) Dates of admission are notified along with Merit Lists

- Admission Committee guides and hand holds the students through the entire on-line admission procedure;
- Proper records related to admission are maintained during and after the admission process.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

The college offers different Under Graduate courses to the students on the basis of marks obtained in the (10+2) level. Admissions are made strictly according to the directives and conditions laid down by the college in the college website following University and Government guidelines.

The criteria adopted for admission during this 2015-16 session is as specified below:

Admission Criteria for B.A. / B.Sc. Honours 2015-2016:

Students should choose one subject from the following as the Honours subject: (*Honours subject comprises 8 papers of 100 marks each*)

Honours Subject	Aggregate for General Caste Science & Arts	Both Subject & Aggregate Science & Arts for SC / ST	Subject/Related subject criteria for General Caste (<i>1st criteria</i>)
Bengali	50%	40%	50% in Bengali
English	55%	40%	60% in English
Sanskrit	50%	40%	50% in Sanskrit
# Journalism & Mass Comm.	50%	40%	55% either in English or Bengali
# Political Science	50%	40%	50% in Political Science, if Subject in (10+2) Exam
Philosophy	50%	40%	50% in Philosophy
History	50%	40%	50% in History
# *Education	50%	40%	50% in Education or Related Subject * (if subject or related subject in (10+2) Exam)
# **Sociology	50%	40%	50% in Sociology or Related Subject ** (if subject or related subject in (10+2) Exam)
# Economics	50%	40%	40% in Mathematics/Business Mathematics/ Business Economics including Business Mathematics and 50% in Economics if subject in (10+2) Exam (<i>2nd criteria</i>)
# Psychology	60%	40%	50% in Psychology, if subject in (10+2) Exam
Geography	60%	40%	70% in Geography and 50% in English (<i>2nd criteria</i>)
# Botany	50%	40%	50% in Biology and passed in Chemistry (both Theory & Practical) (<i>2nd criteria</i>)

A Student can take up Honours in these subjects even if they didn't have the subjects in (10+2) exam, provided other conditions are satisfied.

For the purpose of determining eligibility, aggregate shall be calculated by adding the marks in Top-Four subjects in order of marks secured by a candidate in H.S. (10+2) or in an equivalent examination. Candidate should pass in English having full marks not being less than 100.

Elective Subjects:

Students should choose two elective subjects from the following combinations, taking not more than one subject from one .group:

(Each subject comprises 3 papers, 100 marks each.)

Students opting for Humanities Honours course should not choose simultaneously two science subjects as elective subjects.

HONOURS	ELECTIVE SUBJECTS		
B.A.(HONS)	GROUP-1	GROUP-2	GROUP-3
English	Education / Film Studies	History / Mathematics	Geography/Philosophy / Journalism / Psychology
Bengali	Sanskrit / Sociology/ Music	Education / Film Studies	Philosophy /Journalism / Psychology
Sanskrit	Education	Economics / Bengali	Philosophy / Journalism
Philosophy	Pol Sc. / English	Education	Sanskrit / Sociology / Music
Political Science	History	Economics / Botany / Bengali	Geography/Philosophy / Journalism
History	Education	Geography/Philosophy/ Journalism /Psychology	Political Science / English
Education	Philosophy / Psychology	Sanskrit / Sociology/Music	Economics/Botany/ Bengali
Sociology	Political Science / English/Statistics	Geography /Philosophy/ Journalism /Psychology	History / Mathematics
Journalism & Mass Comm.	Economics / Bengali	Political Science / English	Film Studies
B.Sc.(HONS)	GROUP-1	GROUP-2	GROUP-3
Psychology	Education	Economics /Botany /Bengali	Political Science / English /Statistics
Geography	History / Mathematics	Sociology / Chemistry	Economics /Botany /Bengali
Botany	Chemistry(comp.)	Statistics	Geography / Psychology
Economics	Mathematics (compulsory)	Philosophy/Journalism	Political Science / English / Statistics

Elective subject marks criteria for Honours students are:

GENERAL SUBJECTS	MARKS REQUIREMENTS
Mathematics	40% in Subject
Biology or Botany	40% in Subject
Geography	55% in Subject
Journalism & Mass Communication	50% in either English or Bengali
Statistics	Passed in Statistics/ Business Mathematics/ Mathematics in Higher Secondary or Equivalent Exam.
Chemistry	Passed in Chemistry (both Theory & Practical) in Higher Secondary or Equivalent Examination.

Allocation of Honours Seats for the Academic Year 2015-16:

Subject	Total No of seats	No of seats for General Caste	No of seats for SC	No of seats for ST	No of seats for OBC-A	No of seats for OBC-B
Bengali	52	32	10	03	05	02
English	46	29	09	02	04	02
Sanskrit	40	25	08	02	03	02
Journalism & Mass Comm.	45	25	08	02	07	03
Pol. Science	50	32	10	03	03	02
Philosophy	35	21	07	02	03	02
History	40	25	08	02	03	02
Education	45	29	09	02	03	02
Economics (B.Sc)	35	21	07	02	03	02
Psychology (B.A.)	33	18	06	02	05	02
Psychology (B.Sc.)	08	03	01	01	02	01
Geography (B.A.)	08	03	01	01	02	01
Geography (B.Sc.)	32	18	06	02	04	02
Botany (B.Sc.)	25	14	05	01	03	02
Sociology	35	21	07	02	03	02

Students can take up Music as elective subject, but have to take admission simultaneously at the Bengal Music College. Students who had Music as a subject in (10+2) level can take direct admission to Bengal Music College or else will have to appear in an entrance test conducted by Bengal Music College.

Candidates from Open School cannot take Admission in Honours Course.
Candidates from Boards other than WBCHSE, CBSE & ISC may contact college office after the publication of results.

Admission Criteria for B.A. / B.Sc. General 2015-2016:

A candidate who has passed the H.S. (10+2) or in an equivalent examination is eligible to seek admission to the 1st year of the 3-year B.A./B.Sc. General Degree Course of Study, provided she has also passed in English having full marks not being less than 100.

ELECTIVE SUBJECTS	MARKS REQUIREMENTS (10+2 LEVEL)
English	50% in Subject
Botany or Biology	40% in Subject
Mathematics	40% in Subject
Psychology	60% in Aggregate
Journalism and Mass Communication	50% in either English or Bengali
Geography	55% in Sub & 55% in Aggregate
Statistics	Passed in Statistics / Business Math / Math in (10+2)
Chemistry	40% in Subject (should Pass in Practical)
Sociology	55% in Aggregate

For B.A. / B.Sc. General course of study a student is required to choose 3 elective subjects from the following combinations, taking not more than one subject from one group.

B.A. (General)	GROUP 1	GROUP 2	GROUP 3
Combination 1	Education	Philosophy/Political Science	History/Sociology/Bengali/Music
Combination 2	Education	Journalism/Psychology/Philosophy	History/Sociology/Bengali/Music
Combination 3	Education	Economics/Bengali/Botany	Sociology/Sanskrit/Political Sc./English
Combination 4	Pol Science/English	Economics/Bengali/Botany	Philosophy/History/Sociology/Sanskrit
Combination 5	Bengali/Sanskrit	Philosophy/Geography	English/Political Science/History
Combination 6	History/Bengali	Education/Philosophy	Sociology/Pol Sc
Combination 7	Education/History	Sociology/Sanskrit/Music/Botany/Economics/Bengali	Pol Science/English/Philosophy/Journalism
B.Sc. (General)	GROUP 1	GROUP 2	GROUP 3
Combination 1	Geography	Economics/Botany	History/Sociology
Combination 2	Botany/Econ.	Chemistry	Education
Combination 3	Economics/Botany	Mathematics	Statistics
Combination 4	Psychology	Chemistry	Botany/Economics

- For B.A. General *Students cannot opt for two (2) science elective subjects.*
- Elective Subject Combinations not permitted are:
 - a) Sanskrit with Botany
 - b) Philosophy with Botany

Allocation of General Seats (Combination-wise) for the Year 2015-16

Subject	Total No of seats	No of seats for Gen Caste	No of seats for SC	No of seats for ST	No of seats for OBC-A	No of seats for OBC-B
B.A. (GENERAL)						
COMBINATION 1	200	126	44	12	10	08
COMBINATION 2	30	20	06	02	01	01
COMBINATION 3	60	39	13	03	03	02
COMBINATION 4	60	39	13	03	03	02
COMBINATION 5	60	39	13	03	03	02
COMBINATION 6	60	39	13	03	03	02
COMBINATION 7	45	30	10	02	02	01
TOTAL	515	332	112	28	25	18
B.Sc. (GENERAL)						
COMBINATION 1	15	09	03	01	01	01
COMBINATION 2	15	09	03	01	01	01
COMBINATION 3	05	04	01	00	00	00
COMBINATION 4	10	08	02	00	00	00
TOTAL	45	30	09	02	02	02

- **Elective subjects (Geography, Psychology, Journalism & Mass Communication, Film Studies) will be offered subject to availability of seats. (Confirmation at time of counseling)**

Candidates from Open School (Rabindra Mukta & National Open School) will have to take admission in General Course only. Candidates of 2013 may also apply if they did not take admission anywhere in 2013.

Candidates from Boards other than WBCHSE, CBSE & ISC may contact the College office after publication of results.

Admission Criteria for B.A. (Major) – TTMV - 2015-2016:

A candidate who secures a minimum of 45% (40% for candidates belonging to SC/ST community) marks in the aggregate at the H.S. (10+2) or in an equivalent examination shall be eligible for admission to the B.A.(Major) Degree Course of Study in Tourism & Travel Management, provided she has passed in English having full marks not being less than 100.

For the purpose of determining eligibility to TTMV Course, aggregate shall be calculated by adding the marks in top-four subjects in order of marks secured by a candidate. Marks in compulsory Environmental Education/Studies shall not be taken into account for calculation of aggregate marks.

Candidates taking up TTMV B.A. (Major) Degree Course shall study History and Sociology as Compulsory Elective Subjects.

More than 80% of final year students of TTMV got Tourism related jobs in different Government & Non-Government sectors. A Placement Cell is there in the College to conduct Campus Interview. For B.A. Major Course:

Major Subject	Elective Subject	
Tourism & Travel Management	History (compulsory)	Sociology(compulsory)

A candidate shall not be allowed to take up any subject as Elective if she has failed in the subject in the previous qualifying examination. College authority will not be responsible, in any way, for wrong combinations chosen by the students.

Only candidates of 2015, may apply for admission. Candidates of 2014 may apply for admission if they did not take admission anywhere in 2014.

Candidates must bring the printout of the Admission Form, submitted Online along with the following documents and the College-copy of the Bank Challan at the time of admission to the college.

Documents required at time of admission:

- Original Mark-Sheet (Not Laminated) of Higher Secondary Level (10+2).
- Original Admit Card and Mark Sheet of Madhyamik or Equivalent Examination.
- Original SC / ST / OBC Certificate in the name of the candidate, in case of SC /ST/ OBC candidates.
- Original Migration Certificate in case of migrating students.
- Attested photocopy of Admit Card of Madhyamik or Equivalent for age verification.
- Attested photocopy (both side) of Mark-Sheet of Higher Secondary level (10+2).
- Attested photocopy of SC / ST / OBC Certificate in case of SC / ST / OBC Candidates.
- Attested photocopy of Migration Certificate in case of migrating students.
- One Stamp size Photograph (to be pasted in Application Form).

Highlights:

- The Admission process on the basis of stated criteria is fully on-line starting from application to Merit-List generation;
- Admission is purely on basis of marks obtained in (10+2) level;
- No Admission test is conducted;
- In case of vacancy after admission from 1st Merit List, admission is done from subsequent merit lists.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating University within the city/district.

SUBJECT	MURALIDHAR GIRLS' COLLEGE		NEARBY COLLEGE	
	MAX MARKS ADMITTED	MIN MARKS ADMITTED	MAX MARKS ADMITTED	MIN MARKS ADMITTED
ENGLISH	353	256	367	222
BENGALI	346	224	353	207
SANSKRIT	329	207	332	219
HISTORY	335	199	369	231
POLITICAL SCIENCE	334	176	321	231
EDUCATION	328	218	335	244
SOCIOLOGY	368	230	342	233
PHILOSOPHY	303	237	347	190
JOURNALISM & MASS COMM	336	197	x	x
GEOGRAPHY	354	269	x	x
PSYCHOLOGY	344	196	x	x
ECONOMICS	329	208	359	267
BOTANY	305	231	x	x
TOURISM & TRAVEL MANAGEMENT	357	188	x	x

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?

Yes, we have a review system in place. The review process relates to both the up-gradation of the online admission system and also to the structuring of the admission criteria.

Review of Admission process:

- The Core committee in charge of admission, in consultation with the Head of the Departments and the office, annually reviews the entire admission process.

The Admission Committee on the basis of the directives of the Government and the University decides on the following:

- Admission rules and schedules
- Criteria for Admission
- Merit List preparation
- Emergent areas of concern in the admission process and their solutions
- Scope of improvement in the admission process
- Admission is on merit at the qualifying examinations (10+2 exam)
- Each year the admission norms are upgraded in consonance with Government and University directives.
- Each year the student demand for each subject/course in relation to the University approved intake capacity is reviewed.
- The departments, in whose case intake capacity is not fully realized, are motivated to give more intense and sustained effort to popularize their subject. On the other hand, where demand is more, appeal is made to the University for increase of intake capacity.
- Annually the fee structure of the college is reviewed on the basis of the feedback from the different stakeholders and if necessary accordingly revised.

The outcome of reviewing the admission process and student profile annually has been very encouraging in attracting students from all sections of the society.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion

***SC/ST**

***OBC**

***Women**

***Differently abled**

***Economically weaker sections**

***Minority community**

***Any other**

The college appreciates the policy framework stated in UGC XIIth Plan which speaks of access to and inclusion of diverse groups in admission. Accordingly the college follows the SC / ST/ OBC / PWD reservation policy as per Government and University directives.

SC/ST/OBC:

- Students from SC/ST category are allotted seats as per the Government reservation policy and guidelines.

- Scholarship benefits are also extended to the students according to rules and regulations of the Government of West Bengal.
- The reservation is done as follows:

Reservation Percentage	SC	ST	OBC-A	OBC-B	PWD	Sports
	2	6	10 *	7 *	3 (of all category)	To be introduced from 2016-17
			*percentage increasing in a phased manner over 5 years (2014-18)			

Women:

- This being a women's college and its objective being Women's empowerment, every effort is made to prepare women for their various roles and responsibilities in the ever changing world while channelizing their talents and energies in their chosen fields.
- The college emphasizes on educating girl students and bringing them into the economic and social mainstream and making them responsible citizens.

Differently-Abled:

- The institution allows the differently-abled students to have admission to the courses of their choice. These students are motivated at every stage in the institution.
- 3% reservation in every category is maintained as per Government norms.
- Infrastructural facilities in form of ramp, lift etc. is available.
- The faculty is sensitized to the needs of differently-abled students during classroom activities.

Economically Weaker Sections:

- The college caters to the academic needs of students belonging to economically weaker sections of the society.
- The College provides the necessary assistance for the State Government scholarship -*Kanyashree* to the poor and deserving students to promote the enrolment of girl students in higher education, upgrade the standard of education and reduce drop-out rate due to early marriage.
- There is a provision for fee concessions/exemptions and the option of payment in instalments for economically weaker sections of the society.
- Books are provided to these students for free.
- Scholarships are also given by various charitable trusts and individual donors.

Minority Community:

- Every possible help is offered to the students belonging to the minority community as per provisions of State Government.
- The College provides the necessary assistance for availing the

Government Scholarship as and when available for them.

Future Plan: Seat reservation in each programme for students, who are achievers in sports will be introduced from the academic session 2016-17 as per the rules of the Government of West Bengal.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

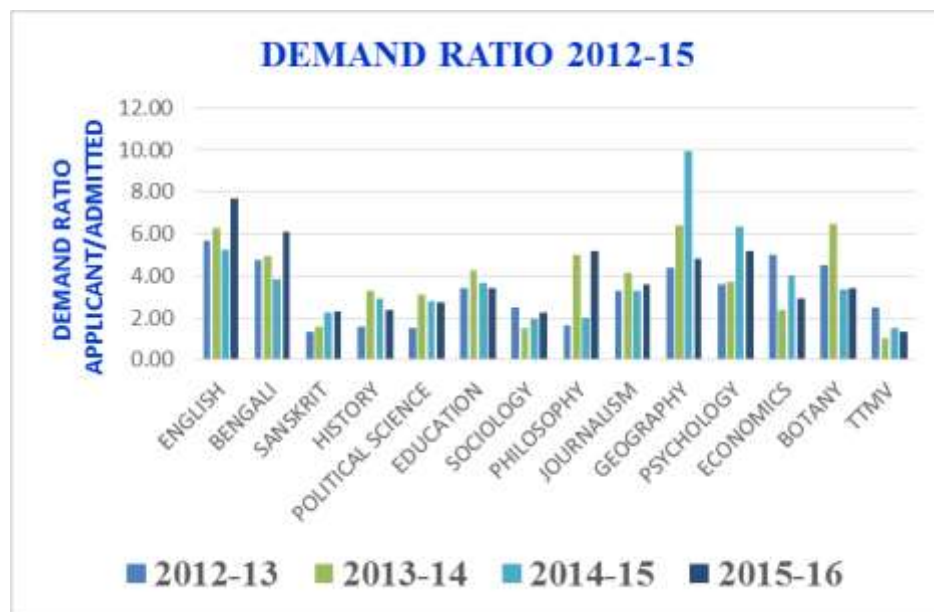
Programmes offered during the current Academic Session 2015-16:

Programmes	Number of applications	Number of Students admitted	Demand Ratio (Application/Admitted)
UG: B.A./B.Sc. (HONOURS)			
English	329	43	7.65
Bengali	312	51	6.12
Sanskrit	81	35	2.31
History	52	22	2.36
Political Science	96	35	2.74
Education	108	32	3.38
Sociology	49	22	2.23
Philosophy	52	10	5.20
Journalism & Mass Communication	126	35	3.60
Geography	154	32	4.81
Psychology	160	31	5.16
Economics	35	12	2.92
Botany	51	15	3.40
Tourism & Travel Management	17	13	1.31

Pg	9 (Nine) Masters are conducted under IGNOU		
M.Phil.	-	-	-
Ph.D.	-	-	-
Integrated PG / Ph.D.	-	-	-
Value Added	-	-	-
Certificate	1 (one) Certificate course under IGNOU		
Diploma	1 (one) Diploma course under IGNOU		
Pg Diploma	4 (four) PG Diploma under IGNOU		
(College Sponsored) 1.Computer Fundamental	200	118	1.7
2.Communication Skills In English	161	40	4

Details of the previous three Academic sessions:

Programmes	Number of applications			Number of Students admitted			Demand Ratio (Applicant/Admitted)		
	2012-13	2013-14	2014-15	2012-13	2013-14	2014-15	2012-13	2013-14	2014-15
UG: B.A./B.Sc. (HONOURS)									
ENGLISH	198	219	237	35	35	45	5.66	6.26	5.27
BENGALI	191	197	187	40	40	49	4.78	4.93	3.82
SANSKRIT	37	39	41	28	25	18	1.32	1.56	2.28
HISTORY	45	46	64	29	14	22	1.55	3.29	2.91
POLITICAL SCIENCE	38	40	28	25	13	10	1.52	3.08	2.80
EDUCATION	120	137	154	35	32	42	3.43	4.28	3.67
SOCIOLOGY	15	18	31	06	12	16	2.50	1.50	1.94
PHILOSOPHY	20	25	22	12	5	11	1.67	5.00	2.00
JOURNALISM & MASS COMM	85	91	105	26	22	32	3.27	4.14	3.28
GEOGRAPHY	150	217	367	34	34	37	4.41	6.38	9.92
PSYCHOLOGY	105	108	202	29	29	32	3.62	3.72	6.31
ECONOMICS	20	24	24	04	10	06	5.00	2.40	4.00
BOTANY	45	58	81	10	9	24	4.50	6.44	3.38
TOURISM & TRAVEL MANAGEMENT	15	15	20	06	15	13	2.50	1.00	1.54



2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

The college caters to the needs of the differently abled students.

- The college allows the differently-abled students to take admission in the courses of their choice. These students are motivated at every stage in this institution.
- 3% reservation in all category is maintained as per Govt. norms.
- Infrastructural facilities in the form of ramp, lift etc. are available.
- The faculty, library staff and office staff, are all well aware and sensitized to the needs of differently-abled students.
- The students having functional and vision disability are provided with writers and extra time during examinations.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

The college is aware of the needs of the students and makes its assessment on the basis of the marks obtained at the previous qualifying examination.

- Before the final admission of a student in first year class, assessment of the students' need in terms of academic knowledge and skill regarding their choice of subjects is done through a verbal counselling session by the Admission Committee.
- Before University registration of the first year students, we encourage them to go for change of subject, if necessary, so that they can make a correct choice depending on their aptitude.
- The Principal through personal interview assesses the knowledge, skill and aptitude of the students applying for the Tourism and Travel Management Course.
- During admission a "Help Desk" is arranged by the Admission Committee to address the needs of the applicants and also to answer their queries. Many of the applicants coming to this institution are first generation learners, and are not conversant with the On-line admission procedure. The Help-Desk gives total support in the on-line filling up and submission of admission forms.

Future Plan: The College plans to introduce an option of student profile mapping in the college website whereby, the students can test their aptitude, knowledge and skill before applying for admission to a particular stream.

Before admission procedure starts, seminars will be organized inviting the students – teachers of the

neighborhood schools to create awareness concerning courses, its prospects and motivate them to join the college.

2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/ Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?

At the beginning of the session, the teachers identify the slow learners and also the advanced learners through several interactions. Several measures are adopted to bridge the knowledge gap of the enrolled students. These are:

- **Bridge courses:** Tutorial classes are arranged for the students. Teachers orient the students for advanced learning through the tutorial classes, where individual care is also given.
- **Remedial courses:** The College has a UGC sponsored Remedial course for the students belonging to the Minority and Backward classes and non-creamy layer of the society. Beyond this the college also organizes Remedial classes for the academically weak students.
- **Add-on and Enrichment programmes:** The College has started two college sponsored career-oriented courses. These are:
 - a) Computer Fundamentals & Internet Applications for Office Management
 - b) Communication skills in English

These courses are designed to inculcate ICT knowledge among the students and enhance their employability in workplace.

- Apart from these, peer learning is encouraged in a sense that meritorious students are asked to help the slow learners.
- The teachers provide special help to students involved in active sports, N.C.C. cadets and the students participating in extracurricular activities.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

The college takes initiatives to sensitize its staff and students on issues such as gender, inclusion, environment etc. by taking the following measures:

Gender:

- The Institution being a Women's College, sensitizes its staff and students on gender issues by organizing lectures and seminars on women empowerment.
- Co-curricular Activities like Essay writing competitions, Debates, Extempore etc. are organized regularly to bring up contemporary women issues and infuse opinion-making skills in the students.
- Women Health is given due attention by organising various events like Yoga camps, Free Health Checkup camps and

Lectures by expert doctors on prevention of various diseases.

- The NSS Wing of the college sensitizes staff and students on various gender related socio-cultural issues.

Inclusion:

- The College follows the policy of inclusion, where there is no discrimination made on the basis of religion, caste, ethnicity, region, language, socio-economic status etc.
- The College being a Government aided one follows the 22% SC, 6% ST, 17% OBC and 3% PWD reservation policy.

Environment:

- The “Go Green” Nature Club of the college sensitizes staff and students on environment issues by organizing lectures and seminars.
- Various activities, such as, Poster Making, Awareness Advertisements, Skits, campaigns etc. on environmental issues are conducted by the NSS unit of the college.
- Awareness campaigns on “Save Ganga”, Use of plastic bags etc. are organized to sensitize students as also the neighborhood through outreach programmes.
- College offers Environmental Studies (ENVS) as part of the curriculum for the students which is a compulsory subject.
- The College has installed Photo-Voltaic Solar Plant - our humble effort in green energy project.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

The College identifies special educational/learning needs of advanced learners through direct interaction with them, results of tests/examinations and on the basis of feedback of the teacher concerned. The College responds to their special educational/learning needs by taking the following measures:

- Special books of more advanced level are recommended to them and they are encouraged to study extra reference books and study material to enhance their knowledge
- Library facilities are allowed to them and are encouraged to use e-book facilities. They have access to Open Book Resource through INFLIBNET.
- Each department has a supporting Seminar Library for average as well as advanced learners.
- The College has institutional membership of the American Library, which the students can use.
- The advanced learners can also avail the library facility of Jadavpur University, Calcutta University Central Library etc.
- Students securing top ranks in the college/university examinations are given incentives in the form of medals, cups, book prizes, certificates etc. at the Annual Prize Distribution Function.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

The College collects data and information on the academic performance of the students at risk of drop out from direct interaction with them and results of class tests, Mid-Term tests and Test Examinations.

Such data is used to make strategies to improve the academic performance of the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections and the College strives to minimize their dropout rate through the Counselling of parents and the student.

- Regular track of their attendance is kept to identify the dropout cases.
- Shortage of attendance is regularly reported in the office and timely action is taken through individual counselling.
- Parents /Guardians are given intimation about the results and shortage of attendance percentage of their wards and they are requested to meet the concerned faculty who suggest methods of improvisation.
- Feedback from the parents is given due importance.
- In case the students at risk are economically weak, financial aids in the form of tuition fee waiver and books are provided to them and are encouraged to continue their studies.
- Lectures are often delivered in both English and Bengali so as to enable students having studied in vernacular medium face no problem in comprehending.
- Remedial classes are organized for the slow learners.
- Faculty being aware of the needs of the physically challenged students, takes extra care of them.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.

The planning of teaching, learning and evaluation Schedules is done in the beginning of the session. The Principal in consultation with the IQAC and Academic Sub-Committee meets to discuss the schedule and a blueprint of the same is prepared.

Teaching / Learning Plan:

- As the college is affiliated to the University of Calcutta, it

has to adhere to the basic academic calendar issued by the university. The calendar notifies the admission dates, examination schedule and schedule of holidays.

- On the basis of this the college prepares its detailed the Academic Calendar every year and it is circulated among the teaching staff and the students.
- Term-wise modules of the syllabus are prepared in a departmental meeting at the beginning of each academic session which is published along with the prospectus and distributed to students.
- Course allocation is made amongst the teachers within the department and classes are allocated to the faculty members as per their areas of expertise and workload.
- The Routine committee prepares the timetable.
- Syllabus for the current academic year is available from the university website and demand for books is given to the librarian.
- Teachers prepare their teaching plan keeping in mind abilities and learning needs of their students.
- The implementation of this teaching plan is ensured and departmental meetings with IQAC are held regularly to monitor the progress of the departments.

Evaluation Schedule:

The students are evaluated through different forms of examination.

The process of evaluation is as follows:

- Class Test – The class tests are held regularly to ensure continuous assessment.
- Mid-term Test - These are comprehensive tests held in the second half of the month of November on substantial portion of the syllabus to help the students to prepare for their Selection Tests.
- Selection Tests - These are the terminal Tests at the end of each year of study to determine the eligibility for University Examination.
- Apart from written examinations, the students are also assessed by other inter and intra departmental activities.
- Announcement regarding examinations, methods of examinations and other general information is given in classes.
- Checked answer scripts of mid-term and selection-test are distributed back to the students for their perusal. This helps them to identify their weak points and thus are guided to produce a better performance.
- Re-exam is conducted for students with valid reasons of absence.
- Students who excel academically are awarded annually in the Prize Distribution Function, before the final exam to motivate them to work harder.

2.3.2 How does IQAC contribute to improve the teaching – learning process?

IQAC constantly works to improve teaching learning process by taking the following initiatives.

- IQAC emphasizes on application of quality benchmarks/parameters for the various academic and administrative activities of the College.
- It monitors implementation and continuous improvement of the curriculum of various courses.
- IQAC organizes lectures, seminars and workshops on various cross cutting issues related to quality assurance to spread awareness.
- IQAC takes initiative in modernizing and upgrading infrastructure in terms of space, equipment, laboratories, libraries etc. and organizing training for the same.
- IQAC introduces advanced ICT enabled teaching aids to facilitate the teaching learning process, thereby enhancing students' participation level.
- IQAC facilitates research activities and encourages teachers to participate in active research, paper publication, Minor Research Project, Inter-disciplinary and various other Faculty Development Programmes.
- IQAC plans to introduce new courses at the UG and PG levels.
- IQAC takes initiative to introduce new and innovative co-curricular and extracurricular and sports activities for the overall personal development of the students, especially through formation of different clubs like the Photography Club, Interactive Club, Go Green Club, Drama Club, and Adventure Club.
- IQAC takes initiative in introducing new job oriented courses, as per changing trends in education, based on the feedback from students, industry and other stakeholders. Under the initiative of IQAC courses like Computer Fundamentals & Internet Applications for Office Management and Communication skills in English have been introduced.
- IQAC has introduced formal feedback system from the different stakeholders with the aim of improving the overall quality of the College.
- The IQAC acts as an internal sanctioning authority of Career Advancement Scheme (CAS) guided by UGC norms.

Future Plan: The IQAC Plans to further promote Institutional Social-Outreach Programme involving all the students so as to imbibe self-confidence, communication skill, leadership quality, social awareness in them which in turn would enhance their learning.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

The college has made conscious efforts to make the learning process more student centric. Various support structures and systems are provided for the teachers to inculcate skill based learning in the students.

- Support structure in the form of spacious, well lit and ventilated classrooms with black/white boards and micro-phone is available.
- The teachers use teaching tools like interactive boards with Projectors in Smart Class Rooms, PowerPoint Presentations etc. to promote interactive learning.
- Lecture method of teaching is supplemented with Guest lectures, Seminars, Audio and Video Aids etc. to make the interactive teaching process more interesting.
- In practical oriented courses due emphasis is given to practical training along with theory portion. Students of professional/vocational courses are given hands on training and they attend workshops. Students undertake internship as per the requirement of their course.
- Students participate in Debate, Extempore, Exhibitions, and Fairs to help inculcate in them innovative skills.
- Various clubs conduct activities to develop the spirit of collaborative efforts towards contemporary issues.
- Besides regular curriculum delivery, many co-curricular activities are organized in the College so that students have plenty of opportunity to have interactive learning.
- Educational tours are also arranged for students to have interactive learning in practical situations.
- Independent learning is encouraged among students by introducing self-assignments, Micro-teaching, regular library use, use of e-books and e-journals etc.
- Group Discussions are organized and peer groups are formed in each class to achieve collaborative learning and also to improve the level of the weak students.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

The college arranges academic discourses and extra-curricular activities to foster critical thinking, creativity and scientific temper among the students. Efforts are made by the faculty to inculcate in them the qualities, values and skills that would last a life time.

Critical thinking:

Within the structured syllabus, the teaching methods adopted by the teachers encourages debate and dialogues. The students are encouraged to question. They are motivated to participate in inter/intra college debate, quiz competition, seminars etc., so that their communicative skills, knowledge and critical thinking are enriched.

Creativity:

The College makes concerted efforts to promote creativity among the students. The Students' Union, various Clubs, NSS conducts various competitions, exhibitions, fairs in the form of Photography competition, Wall Magazine competition, Anandamela-Annual Fete, Poster exhibition, Debate, Extempore etc. to bring out the latent talent of the students and provides exposure to them to display their creativity. They also participate in various inter/intra college competitions and Fests.

Scientific Temper:

To develop scientific temper among the students, the teachers engages them in practical sessions and workshops. Students are encouraged to enroll in the different skill training courses and make optimal use of ICT. They often prepare power-point presentations. They are encouraged to participate in debate, and brain storming sessions as a means of inculcating scientific temper in the students.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

The institute promotes the optimal use of ICT with its modern tools and innovations for enhancement of its teaching learning process.

- Faculty members use various ICT facilities and technologies to make their teaching methods effective.
- The College has a smart class room equipped with modern techniques of teaching which makes teaching and learning more effective.
- Computers with internet facility are made available to all departments whenever required to facilitate the faculty to have ICT enabled teaching tools.
- The departments have well equipped laboratories with computers, latest softwares, printers and scanners.
- Access to learning is facilitated to the students through ICT training, e-learning resources through access of N-list online library facility.

2.3.6 How are the students and faculty exposed to advanced

level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

In order to expose the students to advanced level of knowledge and skills the college takes the following initiatives.

- The college organizes lectures, seminars and workshops by experts on various topics and the faculty members and students are encouraged to participate in them.
- The College encourages the teachers to attend Refresher courses, Orientation courses and other faculty development programmes from time to time.
- The college library has annual addition of books and journals on different subjects for knowledge upgradation.
- Keeping in mind the advancements in ICT, the college has included modern techniques of teaching in its teaching tools.
- Educational tours are also organised by the college every year.

2.3.7 Detail (process and the number of students \benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advise) provided to students?**Academic Support Services:**

- The College supports all the students by providing academic counselling at the time of admission. The Admission committee guides the students to make the choice of subjects/streams as per their aptitude while the information about admission dates, eligibility conditions and other documentation are included in the prospectus and also displayed on the notice boards and college website.
- The College identifies the slow learners and accordingly organizes Remedial Classes for them.
- Students are provided with ICT training facility and are facilitated to use ICT and e-Learning material.
- Students participating in the NCC, sports and extra-curricular activities are given academic support by the faculty to compensate for the loss of their learning and special tests are conducted to facilitate them.
- Academic counseling is always provided by the teachers to all students in the department by way of providing individualistic attention inside the class rooms.

Personal Support:

- Personal counselling is provided by the faculty, as students approach them seeking guidance for their personal problems both inside and outside classrooms.
- The economically weaker students are provided with financial assistance to decrease drop-out rates.

Psycho-social support:

- To facilitate the students with professional counselling and mentoring, the different committees remain active throughout

the year.

- The psychology department provides the students in distress with necessary support and helps them in finding a solution to their social, psychological and personal problems. It also conducts seminars and workshops on handling examination stress.

Guidance services:

- A student friendly atmosphere is maintained in the college which is conducive to better learning.
- The career counselling and placement cell provides necessary guidance to all the final year students in planning their future.
- The Principal meets the class representatives to sort out the departmental problems and provides necessary guidance.

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

- IQAC directs all departments to enhance their teaching-learning practices through innovative measures and increasing student participation.
- The faculty makes efforts to complement the theory with practical classes giving due weightage to the practical portion of the syllabi.
- Students are given assignments on case studies and small projects to give them a comprehensive understanding of the topics.
- Wall Magazine, Extempore, Debate and many more competitions are organized for students to enhance their knowledge on latest issues.
- Guest lectures by subject experts are arranged for the students and also as part of faculty enrichment programmes.
- Students are involved in group discussions, intra- class Quiz competitions, Essay writing contests, Paper Presentation and Micro-Teaching which enriches their learning experience.
- Students are taken out for educational tours which are effective for knowledge up-gradation.
- The student feedback system helps in identifying the need to adopt innovative practices and thereby increase students participation in the teaching process

2.3.9 How are library resources used to augment the teaching- learning process?

- The **College Library** has almost 39,577 books on all the subjects taught in the college. The stock of books has undergone considerable expansion and the exhaustive

collection adequately meets the varied requirement of all students and teachers. There is a regular annual addition of books to the stock. Newspapers, periodicals, journals and reference books are readily available. For the benefit of students with limited means there is abundant supply of text books to be used in the reading room of the library, which is accessible to all students during college hours. Great care is taken to create a quiet and tranquil atmosphere inside the room.

- The library has a good collection of story books to increase reading habit of students.
- A computerized database is maintained and books issue -return process is computerized. Each member of the library staff help users to search for their required information. The library also provides ready reference sources like encyclopedia, dictionary etc.
- Internet Connection in the Library provides opportunity for students and faculty to make use of materials and information available on different sites. It broadens the resources for their study materials.
- The College is a subscriber of NLIST; an e-resource from where the users can download scholarly articles directly from the publisher's website. The NLIST project provides access to more than 2100 e-journals and 51000 e-books. It is an initiative of Union Human Resource and Development Ministry, Govt. of India. The browsing Centre in the library facilitates the students to access e-learning content
- Old question papers of final exams in all the subjects are made available to the students. Both advanced learners and slow learners can use these papers for revising their course content and get an overview of the pattern of questioning.
- Regular up-gradation of software and other ICT facilities is also ensured.
- The Library provides Photocopy facility to its readers. This enables them to get the required non-issuable reading material photocopied at very nominal rates.
- **Remedial library:** In addition to the Main Library, the College has a Remedial Library which is specially equipped with text and reference books for the weaker students mainly from the SC/ST/OBC (non- creamy layer) category and minority students to enable them to come up to the level necessary for pursuing higher studies and to minimize the failure and drop-out rates.
- **Seminar library:** Every department has a seminar library. The Seminar Library stocks text and reference books and aims at providing easy access to books. It comprises books that the students can borrow with the permission of the departmental teachers.

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and

calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

The college follows an Annual system for curricular activities. In the beginning of session, the syllabus is suitably divided Term-wise into Units. Preparation and arrangement for completing the syllabus within the planned time frame and calendar is done well ahead of time. However due to certain unavoidable circumstances the College at times faces challenges in completing the curriculum. These are:

- Shortage of full-time faculty. Sanctioned posts are vacant.
- Irregularity of 2nd year and 3rd year students before declaration of University Part-I and Part-II results.
- Loss of teaching days due to election process followed by change of schedule by affiliating University.

Measures taken to overcome these:

- Guest lecturers are appointed in the departments with shortage of faculty.
- Extra classes are organized to compensate for lost class-hours due to exogenous factors.
- Student counselling and if necessary guardian-call is done to ensure attendance.
- Special classes are arranged before examinations.

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

Quality of teaching learning is monitored and evaluated thoroughly by the College by adopting the following mechanisms:

- The Principal with the assistance of the IQAC closely monitors the academic activities of the college and collects relevant feedback from the Academic Sub-Committee.
- Departmental meetings are held to monitor and evaluate the quality of teaching learning.
- Regular tests are conducted in classes to identify advanced and slow learners and are then guided as per their needs. Their performance is analyzed in departmental meetings and remedial steps are taken well in time.
- Every effort is made by the teachers to finish the syllabus within stipulated the time frame.
- Attendance of the students is strictly monitored by the administration.
- Regular class tests, Mid-term tests and Selection Tests are conducted and the results analyzed to judge the performance of the students and thereby plan necessary improvements before the final exams.
- Feedback is taken from students regarding teaching quality and Self-Appraisal proformas are filled by the faculty members at the end of each session. These are then communicated to the

teachers by the IQAC to make amendments in the teaching learning process in accordance with the needs of the students.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	1	5	1	4	11
M.Phil.	-	-	x	5	x	1	6
PG	-	-	1	9	2	14	26
Temporary teachers / Guest Lecturers							
Ph.D.	-	-	-	-	x	8	8
M.Phil.	-	-	-	-	x	4	4
PG	-	-	-	-	11	46	57
Part-time / Contractual full-time teachers							
Ph.D.	-	-	-	-	x	1	1
M.Phil.	-	-	-	-	1	2	3
PG	-	-	-	-	3	16	19

The college being a government aided institute does not have the authority of recruitment and retention of teachers. The process of recruitment of permanent full-time faculty of the college is as follows:

- Directorate of Public Instructions, Government of West Bengal sanctions the number of posts against the net vacancy.
- Department of Backward Classes Welfare Department, Government of India decides the category (Gen or Reserved) of faculty to be recruited following the 100 point roster
- The West Bengal College Service Commission recommends the name of teacher in accordance with West Bengal College Service Commission Act
- Prior to Aug 2010, the college had the authority of recruiting part time teachers/contractual teachers (against not filled up vacant sanctioned posts that were still lying vacant) and was responsible for disbursing their remuneration from the college fund. However by an order (dated Aug 2010) of the Govt. of West Bengal all part time teachers recruited till were converted into Government approved part-time teacher/contractual teachers whose salaries were henceforth to be paid by the Government. These teachers are permanent till the age of sixty.
- The college however has the option of recruiting and appointing Guest Faculty purely on temporary basis to be paid from college fund, as per demands of class schedule in a particular year. This number is flexible term-wise and varies

from year to year.

2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

- To cope with the growing demand/ scarcity of qualified senior faculty, the college recruits Guest Faculty - both fresher's and retired teachers.
- Apart from these retired teachers, scholars are invited as resource persons, to deliver short term courses.
- At times meritorious ex-students are invited to take classes.
- Some departments conduct periodical workshops/seminars to upgrade the process of teaching –learning.

Year	2013-14	2014-15	2015-16
Guest Lecturers	61	57	57

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) **Nomination to staff development programmes**

Academic Staff Development Programmes	Number of faculty nominated (2011-
Refresher courses	04
HRD programmes	-
Orientation programmes	02
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / winter schools, workshops, etc.	-

Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning

- **Teaching learning methods/approaches-** emphasis is given on participation in Orientation and Refresher Courses to enhance innovative teaching skills of a teacher. These courses are developed and conducted by Academic Staff Colleges of various Universities. For example a faculty member participated in UGC sponsored workshop on Capacity building of Woman Managers in Higher Education.
- **Selection, development and use of enrichment materials –** Training programmes are organized on use of Interactive

Boards, ICT enabled equipment, preparing Power-point Presentations, projectors etc.

- **Assessment** - The impact of faculty enrichment is directly felt in improved teaching and is monitored by the Principal along with IQAC.
- **Cross cutting issues** – Seminars are organized on various cross-cutting issues to increase awareness.
- **Audio Visual Aids/multimedia** –The faculty members participate in computer literacy programmes at different stages which directly impacts on class presentation through audiovisual medium.
- **OER's (Open Educational Resources)** – Teachers frequently make use of Internet Applications to work on various search engines to deliver efficient learning. E-Learning resources are made available to the learners. Teachers and students are encouraged to access information from INFLIBNET and web resources.
- **Teaching learning material development, selection and use** – Some faculty members in their own capacities are authors of different books, research publications, while some as resource persons in refresher courses, developed content as per their competence.

c) Percentage of Faculty

- Invited as resource persons in Workshops/Seminars/Conferences organized by external professional agencies.
- Participated in external Workshops/Seminars/ Conferences recognized by National/International/professional bodies
- Presented papers in Workshops/Seminars/Conferences conducted or recognized by professional agencies is expressed in the table below:

Percentage of Faculty	2011-12	2012-13	2013-14	2014-15
Invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies	-	-	-	-
Participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies	100	100	45.8	100
Presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies	19.3	7.4	25	4

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

The College administration has systems in place to recharge teachers. In keeping with the times the College believes in creating a research culture in the institution and strives to enhance the quality development of faculty.

- College provides facility of study leave for pursuing M.Phil. and Ph.D. in various subjects. It encourages the teachers to avail the facilities under the Faculty Development Programme of UGC.
- College administration grants duty leave to the teachers to attend Refresher Courses, Orientation Courses organized by various universities and Academic Staff College and training workshops, seminars, conferences organized by National and International Bodies.
- Adjustments are made in their time table and they are also exempted from other extension activities of the college.
- Different departments organize UGC Sponsored Seminars, guest lectures on current issues, exhibitions etc. Eminent resource persons are invited to deliver lectures.
- Faculty members are motivated to apply for minor/major research projects. They are guided to avail the grant for the same.
- Faculty members participate in discussions on TV, Radio, write articles for newspapers and write books to share their intellect with people at large.
- Teachers also attend training / Refreshers courses in connection with NSS.
- The teachers accompany the students on educational tours whereby it enhances their interaction with the students.

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

None of the faculty members received any award for excellence in teaching.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

A formal feedback system has been introduced whereby the teachers

are evaluated by the students. Feedback is processed and analyzed by the Principal. The results are intimated personally to the teachers. In certain cases, necessary suggestions are given by the Principal for improvement. However there is no provision of evaluation by external peers.

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

The College takes multiple measures to ensure that the stakeholders of the College especially students and faculty are aware of the evaluation process:

- Detailed information regarding evaluation process is communicated to students at the beginning of the academic session through college Prospectus (Academic Calendar) and reminders of details of this information is given in classes from time to time.
- Announcements regarding various Examinations and other general information are regularly put up on the notice boards and notice book which is circulated in the classes.
- Meetings of the Academic Sub-Committee are convened by the Principal to inform the heads of various departments to plan the evaluation process.
- Students are shown checked answer sheets of internal examinations which makes everything clear to them regarding their performance.
- Parents/Guardians are informed about the performance of their wards.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

- The system of university examination at under-graduate level for its three year degree course has changed from 2 + 1 system to 1+1+1 system from 2009 with centralized evaluation system at the end of each year in all the affiliating colleges.
- In Science subjects the syllabus has been re-formulated into 50 marks module consisting of 16 modules and 8 Papers have been introduced since 2009 and is being adopted by the college.
- The pattern of question has been re-formulated with introduction of essay type questions along with objective type of questions.
- The University has also introduced the system of supplementary examination where students who fail to pass

the main examination are given opportunity to appear for a supplementary one to clear the papers where they were unsuccessful.

- The evaluation of practical examination is conducted through laboratory experiments, project works, field reports, computer based work, instrumental survey techniques and RS & GIS software operations and viva voce. (The last one is applicable for Geography).
- The College on its own conducts different exams in line of the University exams which helps the students prepare themselves for the final examinations.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

The College ensures effective implementation of the evaluation reforms of the university and those initiated by the college on its own.

- The IQAC along with the Examination Committee works efficiently under the guidance of the Principal to implement the eligibility rules, examination schedule and other instructions issued by the university.
- The Faculty members perform duties as Officer-Incharge, Invigilators, Paper-Setters, Moderators, Examiners, Coordinators, Scrutineers etc. according to the duties allotted to them.
- The college is made the Zonal Centre for evaluation of some of the University answer scripts.
- The examination committee prepares its calendar for conducting the college examinations like mid-term exams and selection tests, prepares the date sheet and ensures smooth conduct of these exams by allocating duties to the faculty. Question papers for these exams are also set on university pattern and are printed in the college.
- The examination committee further ensures that the award lists are submitted in time.

2.5.4 Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

Students' achievements on academic front are measured through both formative and summative evaluation approaches.

Formative Evaluation approach: Formative approach involves measuring the students' learning through verbal skills, group discussions, micro-teaching etc. College has its own process of internal assessment system through class tests, mid-term tests and selection tests. On the basis of the results the students are then advised and counselled to rectify their shortcomings. Remedial

classes are arranged for the academically weak students to help them overcome their drawbacks and prepares them to do better in their university examinations. The marks of the Mid-term tests are added to the Selection tests for determining the eligibility for the University exams.

Summative Evaluation approach: The University Part-I, Part-II and Part-III examinations are the final summative assessment. The results of the summative assessment are analyzed in the meetings so that remedial steps can be taken. The students are counselled for performing better in the next exam. The passed out students move on to higher education or appear in competitive examinations conducted by various agencies at district, state and national level. The system of assessment and evaluation adopted by us has had positive impacts.

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.

The college all along maintains its own system of internal assessment with transparency. Internal assessment tests are conducted on a common schedule for all the students under strict invigilation ruling out any malpractices. Secrecy of the question paper is also ensured. The results of internal assessment tests are displayed in the notice boards, so that students can know their standing. Evaluated answer scripts are shown to the students to make them aware of their mistakes. Grievances, if any, regarding the award of marks in the internal assessment can be lodged with the department and to the college through grievance Redressal Cell.

The parameters such as academic performance, class attendance, participation in co-curricular activities, behavioural aspect, independent learning, communication skills etc. are all given due weightage by the teachers and anyone lacking are counseled by them. To encourage communication skills and independent learning students are encouraged to participate in seminars, public debates, extempore.

2.5.6 What are the graduate attributes specified by the college/ affiliating university? How does the college ensure the attainment of these by the students?

The College endeavours to mould its students into empowered women through value-based and quality education. The attributes it tries to inculcate in the students is academic excellence, research aptitude leadership expertise, communication skill, along with confidence, self-reliance, cultural consciousness, social responsibility and global competence.

The stated mission and vision of the College addresses these attributes and all the activities of the departments and the College are

designed with this aim.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

Evaluation Grievance Redressal Mechanism at the College level:

The College ensures full transparency in the process of evaluation. Marked Answer sheets are shown to the students so that they can analyze their mistakes. If students have any complaints regarding the evaluation method, discrepancy in totaling of marks, unmarked questions, there is provision for redressal.

Evaluation Grievance Redressal Mechanism at the University level: At the university level also if the students are not satisfied with their score they can apply for re-evaluation of their answer sheets within 30 days of the declaration of the final results. There is also provision for getting a photocopy of their final examination answer scripts through RTI.

The University also has the provision of supplementary examination for the candidate who missed their papers due to some emergencies or did not qualify.

2.6. Student performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

Yes, the college has clearly stated learning outcomes mentioned in Vision, Mission and Objectives statement of the college. The College aims to orient the young students towards academic excellence, personality development and social commitment. The students and staff are made aware of these by:

- Resources like College Prospectus, College Magazine – “Suparna”, College website, Educational exhibitions, Annual Social and Alumni meet.
- In the Orientation Programme for fresher's, the students are made aware of the prospects of higher education.
- The Career Counselling and Placement Cell which conducts workshops in collaboration with different Organizations so that students and staff are made aware of performance and learning outcomes.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns

of achievement across the programmes/courses offered.

(a) Mode of Monitoring and Communication of Performance and Progress of Students: The College monitors the progress and performance of students on the basis of the results obtained in the different examinations. The results of both the college and University examinations are displayed on the notice board. On the basis of the results, the students are then advised and counselled to rectify their shortcomings. Remedial classes are arranged for the academically weak students to help them overcome their drawbacks and prepares them to do better in their university examinations. Whenever necessary, Guardians are also asked to meet the Principal and the concerned teachers personally. Students are encouraged to excel academically and in extracurricular activities with incentives like medals, certificates, book prizes etc. at Annual Prize Distribution Function.

(b) Analysis of Results of Students:

Year	Programme Part-III	Appeared	Passed with Honours	Passed without Honours	Pass Percentage	1 st class / Div.
2010	B.A. Hons	175	149	23	85.14	04
	B.Sc. Hons	29	28	01	96.55	02
	B.A. Major	13	13	-	100	08
	B.A. General	159	111	-	69.8	-
	B.Sc. General	12	12	-	100	-
2011	B.A. Hons	170	148	18	87.05	07
	B.Sc. Hons	34	34	-	100	01
	B.A. Major	20	20	-	100	13
	B.A. General	149	120	-	80.53	-
	B.Sc. General	13	11	-	84.61	-
2012	B.A. Hons	175	162	12	92.57	09
	B.Sc. Hons	31	29	02	93.54	01
	B.A. Major	15	15	-	100	12
	B.A. General	194	133	-	68.55	-
	B.Sc. General	17	15	-	88.2	-
2013	B.A. Hons	171	150	14	87.71	01
	B.Sc. Hons	31	31	-	100	05
	B.A. Major	12	8	-	67	03
	B.A. General	167	107	-	64.67	01
	B.Sc. General	17	15	-	88.23	-
2014	B.A. Hons	182	150	16	82.41	06
	B.Sc. Hons	46	44	01	95.65	04
	B.A. Major	-	-	-	-	-
	B.A. General	154	67	-	43.5	-
	B.Sc. General	14	08	-	57.14	-
2015	B.A. Hons	162	149	08	91.97	05
	B.Sc. Hons	38	35	01	92.1	02
	B.A. Major	01	01	-	100	-
	B.A. General	260	99	-	38.07	-

	B.Sc. General	14	09	-	64.28	-
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During the last two years the pass percentage of B.A.General has gone down. Principal and IQAC have taken up the issue with the Academic Sub-committee and the Departments. Efforts are being made to improve it through more emphasis on regular internal assessment.

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

Various strategies are planned to achieve the intended learning outcomes:

- Through organizing UGC sponsored National and State Level workshops /seminars/ Lecture programmes the students are constantly appraised of the latest opportunities of Higher Education, research and professional opportunities in each individual subject.
- The Career Counselling and Placement Cell which conducts workshops in collaboration with different Organizations so that students and staff are made aware of performance and learning outcomes.
- Courses like *Computer Fundamentals & Internet Applications for Office Management* and *Communication skills in English* are designed to inculcate ICT knowledge among the students and enhance their employability in the workplace.
- Apart from these, peer learning is encouraged in a sense that meritorious students are asked to help the slow learners.
- The teachers provide special help to students involved in active sports, N.C.C. cadets and the students participating in extracurricular activities.
- Internet and INFLIBNET connections in the library also provide opportunity for students and faculty to make use of materials and information available on different sites. It supplements the resources for their study materials.
- The students are motivated to participate in various social outreach programmes so as to inculcate in them self-reliance, confidence, responsibility, humane qualities, leadership and fellow feeling.

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

All the programmes offered in this College equip the students to either pursue higher education, undertake quality jobs to materialize their career ambitions or work for the society at large.

- The College offers job-oriented courses like Journalism and Mass Communication, Tourism and Travel Management

which prepares the students for the global world.

- The Career Guidance and Placement Cell of the college organizes workshops inviting organizations' to prepare the students for competitive examinations.
- The cell provides information on recruitment processes, higher education institutions, interview techniques, group discussion strategies and quality jobs.
- Students are provided with career magazines in the library which enable them to cope with the current trends in the job market.
- The active participation of students in seminars is encouraged to develop their research aptitude.
- The College has started soft-skill courses like *Computer Fundamentals & Internet Applications for Office Management* and *Communication skills in English* to enhance the employability of the students in workplace.
- The college provides opportunity of enrolling into Courses on Jute Handicrafts & Jute Diversified Product (JDP) conducted by Department Of Jute And Fiber Technology, Institute of Jute Technology, University Of Calcutta and sponsored by Development Commissioner (Handicrafts) (DCH), Ministry of Textiles, Govt. of India, New Delhi under DCH-HRD Training Programme.

Future Plan: Efforts are on to register all the eligible students of the College with the employment bank of Government of West Bengal.

2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

- Student performances and learning outcomes are collected through Student Data Base Management System, Alumni Association, and personal/departmental interactions with them.
- IQAC and Academic Sub-Committee analyses the examination results, and departmental meetings are held to plan strategies for betterment of the students' performance.
- The data collected on learning outcomes are reviewed by the Principal and Career Counselling and Placement Cell in consultation with IQAC.
- Departments maintain contact with ex-students through social media and are often invited to come and talk to the present students so that an academic exchange between past and present students is maintained.

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

The College strives to empower its students with the qualities of confidence, self-reliance, creativity, strategic and critical thinking, communication skill, socially responsibility, competence and employability. The college monitors and ensures the attainment of learning outcome through the following initiatives:

- The Faculty is the best judge to determine the educational outcomes of the academic program and activities. The institution and faculty use evaluation/assessment as an indicator for monitoring student performance. The Faculty members duly motivate the students and give them personalized attention.
- Academic performance of the students is monitored and ensured through class performance, internal tests and university examination. Regularity and Punctuality are checked and the students are advised to improve by way of corrective and reformative actions.
- The exposure provided to the students through various curricular and co-curricular activities, soft-skill training programmes and social outreach programmes under NSS and NCC on a regular basis ensure that the learning outcomes are achieved in the course of the programme. These help to imbibe in them the humane qualities.
- The programmes organized by the Career Counselling and Placement Cell opens up the job horizon to the students.

2.6.7 Does the institution and individual teachers use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

Yes the College and individual teachers use assessment/ evaluation as an indicator for evaluating student performance. The teachers always track the students' performance and tries to channelize their potential in the right path while the weaker students are given all the necessary support.

Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

Nil

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

No the college does not have any recognized research centre of the affiliating University of Calcutta. However the college has started a research wing-MGC Research Wing which aims to promote research environment in the college and assist the faculty and students in pursuing research activities and publications. The policy is to “Invent, Explore, Promote, and Encourage research climate involving core and interdisciplinary subjects for the benefit of students, teachers, as well as the society, where we exist.”

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

The college has started a research wing-MGC Research Wing which is monitored by the Research and Academic Development Committee under the supervision of IQAC.

Composition of MGC Research Wing

- a) Dr. Kinjalkini Biswas, Principal
- b) Dr. Sudip Chakraborty, Associate Professor, Behala College, External Expert
- c) Dr. Indira Sur, Coordinator, MGC Research Wing
- d) Prof. Sunetra Sengupta, Coordinator, IQAC

Recommendations made by MGC Research Wing are:

- Encourage the Faculty Members to apply for Minor Research Projects.
- Motivate the departments to conduct national level seminars, workshops, inter-departmental seminars.
- Initiate the process of publication of college research journal with ISBN.
- Monitor the Library to add more books and Research Journals, as also expand the access of e-books and e-journals so as to give good exposure to the students.
- Provide facilities to support student research projects such as-
 - Computer and Internet Facility
 - Issue of Reference Books
 - Reprographic Facility
- Address the social issues, environmental factors and community development projects.

Impact of Recommendations of MGC Research Wing.

- In spite of not having any recognized Research entre, the college has made a humble beginning with the formation of MGC Research wing. Members of faculty are motivated to take up research projects on various cross-cutting issues. At present 3 minor research projects are on the process of completion while 7 new MRP proposals have been submitted to UGC.
- The faculty members actively participate in national and international seminars and conferences.
- UGC sponsored 5 national seminars will be organized in the month of February, 2016 for which approval has arrived.
- A Research Journal is in the process of publication.
- During service 10 faculty members completed their Ph.D, while 2 faculty members each from the Departments of Economics, Psychology and Sanskrit, 1 faculty member each from the Department of History, Journalism and Mass Communication and Sociology are pursuing their Ph.D. work.
- The NCC and NSS units of the college undertake various community development activities thereby enriching themselves as also the college through these Institutional Social Out-reach Programmes.
- **An overview of engagement of faculty in research Post Accreditation :**

MRP conducted	Ph.D. awarded	Seminar Organized	Research Paper Published	Books /Chapters in Books Published
9	5	4(UGC) 5(College sponsored)	163	39

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/ projects?

- § autonomy to the principal investigator
- § timely availability or release of resources
- § adequate infrastructure and human resources
- § time-off, reduced teaching load, special leave etc. to teachers
- § support in terms of technology and information needs
- § facilitate timely auditing and submission of utilization certificate to the funding authorities
- § any other

To facilitate smooth progress and implementation of Research Schemes/Projects, the college provides full support to researchers in the form of:–

Autonomy to the principal investigator: Full autonomy is given to the principal investigator of the Minor Research Projects.

Timely availability or release of resources: Funds are released to

the principal Investigator as soon as the funds arrive from the UGC.

Adequate infrastructure and human resources: The College provides all form of infrastructural support to the researchers in the form of space, laboratory equipment, research journals, library access (books, CD/DVD), computer systems with multimedia facilities, Printer, Scanner, high bandwidth LAN and internet connection and online library resources for the teachers to pursue research activities in their respective Seminar Rooms. Research infrastructure is upgraded regularly with Annual Maintenance contracts.

Assistance in auditing of received funds is also provided during project submission.

Time-off, reduced teaching load, special leave etc. to teachers: Faculty pursuing research work can avail the facility of Study Leave as per Statute of University of Calcutta. They can apply for FDP leave as per UGC norms. To facilitate their Research work adjustments are made in their class allotment in the Routine/Time-Table to increase flexibility.

Support in terms of technology and information needs: All forms of ICT and Library support is provided in form of internet facility, computer- printer facility, library facility and INFLIBNET facility.

Facilitate timely auditing and submission of utilization certificate to the funding authorities: The College Office facilitates the process of auditing the received funds as per UGC guidelines and submission of the Utilization Certificate to the Eastern Regional Office of UGC.

Any other:

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

Within the limited scope of research by the students in an undergraduate college, a few departments take the initiative to inculcate research temperament in students. To develop scientific temper and research aptitude among students, the efforts taken are as follows:

- Departments, which have Project Work or Term paper in their syllabus, encourage the students to work independently under the guidance of the teachers.
- The students are encouraged to raise queries on the issues taught to train them to become more research-minded.
- As a part of developing the aptitude for research, students are always encouraged to participate in various seminars and workshops organized by college.
- To provide opportunity to the students to meet eminent teachers, departments are encouraged to organize seminars and workshops with stalwarts as resource persons.
- To nurture the student's research, the college has updated library facility and subscribed to journals and INFLIBNET facility. The college has taken institutional membership of the

American Library, while the students can also access the Central library of Calcutta University and Jadavpur University.

- The students can have access to internet facility.
- Teachers are always there to help and guide the students both inside and outside class rooms.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

The institution always encourages its faculty members to pursue research. As a part of their curriculum departments of Economics, Sociology, Environmental Studies, Journalism guide their students with their Project work. Individually the faculty are engaged in various Minor Research projects funded by UGC.

Research Projects (Completed)

Name and Designation of Investigator	Title of the Project
Dr. Sadhan Dasgupta, (Reader, Dept. of Psychology)	Cognitive Appraisal- it's impact on coping and adjustment
Dr. Malyasri Bhattacharya, (Associate professor, Dept. of Botany)	Isolation and Identification of Aspergillus from Different Environment
Dr. Madhumita Ghosh (Associate professor, Dept. of English)	A study of Two Romantic Poets: East and West
Prof. Sunetra Sengupta (Associate professor, Dept. of Econ.)	Emerging Scenario in Housing Finance: Focus on Rural Housing
Prof. Swati Chattopadhyay (Associate professor, Dept. of History)	The Revolt of 1857 in the Nationalist Mirror: Bengal at the Turn of the 19 th Century

Research Projects (Completed, Utilization Certificate to be submitted)

Name and Designation of Investigator	Title of the Project
Dr. Anita Chattopadhyay Gupta (Associate professor, Dept. of Econ.)	Trade-off between Fish Diversity and Profitability
Dr. Indrani Raha (Assistant professor, Dept. of Journ.)	Title: Women Education and Television- A Comparative Study between Urban and Rural Women
Dr. Indira Sur (Assistant professor, Dept. of Edn.)	Problems of Female Drug addicted College Students in Kolkata

Research Projects (Proposals Submitted)

Name and Designation of Investigator	Title of the Project
Dr. Uttara Maity (Associate	The Changing Pattern of Social

Professor, Dept. of Sociology)	Interaction in the Global Society through the Use of Technological Devices
Dr. Nihar Kanti Mondal (Associate Professor, Dept. of Bengali)	Parichay Patrikar Mulyayan
Prof. Sunetra Sengupta (Associate Professor, Dept. of Economics)	Gender Budgeting- Tool for Women's Empowerment
Prof. Shukla Pathak (Assistant Professor, Dept. of Bengali)	Rabindranather Paribesh Bhabnay Savyatar Sankat: Muktohdhara Natak
Prof. Nazmul Islam (Assistant Professor, Dept. of Economics)	Sociocultural Determinants of Fertility: A Study in Murshidabad District of West Bengal
Prof. Atreyee Saha (Assistant Professor, Dept. of Sociology)	Bt Cotton adoption in Maharashtra and Telangana
Prof. Shashi Subba (Assistant Professor, Dept. of Journalism)	The Impact Of Online Shopping in the Indian Culture
Prof. Sampriiti Biswas (Assistant Professor, Dept. of Sanskrit)	Gender and Identity: A mysterious journey through Indian Mythology

Ph.D. (completed during service) (Post Accreditation)

Name of the Faculty	Department	Topic
Dr.Indira Sur	Education	"A society of Social rehabilitation of the drug Addicted University students n Kolkata Awarded on 31 st July, 2008, CU
Dr. Shampriya Choudhury	Botany	Copper Phytotoxicity and its role in the growth, metabolism and productive potential of mungbean plants. Awarded on 21.05.2007, CU
Dr. Anita Chattopadhyay Gupta	Economics	Sustaining Estuarine Fisheries: Towards an Ecosystem-based Bio economics. Awarded in 2007, CU.
Dr. Satarupa Roy	Geography	Efficacy and environmental safety of Solid waste disposal in KMC area. Awarded 2013, CU.
Dr. Madhumanti Maitra	English	Music in Literature and Film: The Context becoming the Text (Twentieth Century), Awarded 2014-15 session, RBU.

Ongoing Ph.D.

Name of the Faculty	Department	Topic
Chhanda Mondal	Economics	Some Dimensions of Regional Economic Growth in India

Md. Nazmul Islam	Economics	The demographic and Cultural Determinants of Fertility: A Study in Selected Backward Districts of West Bengal
Sampriti Biswas	Sanskrit	Narinamadhikarah Ramayane Mahabharate Ca
Devasmriti Jana	Sanskrit	Rasa, Riti, Dhvani: Sanskrito Natyosahityo O Prachin Bharotiyo Shilpokola (Khristio Choturtho Sotok Theka Kristio Soptom Sotok
Rakhi Sengupta	Psychology	: A Comparative Study between smartphone addict and non-addict college students on selected psychosocial variables
Bithi Ahiri	Psychology	Correlational framework of academic skills and cognitive processing
Shashi Subba	Journalism	Role and impact of New Media on the cultural perception of the youth of Sikkim: A study
Chandrakala Dutta	History	A Study of Women in Scientific, Technical and Medical Educational in Calcutta (1947-1974)
Jhumur Basu	Philosophy	Vedanta, Rammohan and the Indian Renaissance: A Philosophical Quest
Aparna Sengupta	Bengali	Tarasankarer Upanyase Rarer Sanskriti

3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

The institution has been organizing Seminars programme at National Level and Departmental level, in order to build research culture amongst the staff and students. The details are as under:-

Seminars/Workshops at National Level during Post Accreditation Period

Session	Title of Seminar/Workshop	Organized by
8-9 Sep., 2011	'The Role of the Civil Society in the Perspective of Growing Limitations of Democracy'	UGC sponsored

20-21 Sep, 2011	Bharatya Jatiya Bhabnaye Rabindranath	UGC sponsored
11-12 Nov, 2011	Rabindranather Shiksha Chintar Prasangikata	UGC sponsored
4 Jan, 2012	Health and Enviornment: Exploring the Linkages for Sustainable Development	UGC sponsored
3 May, 2013	Environmental Interface : An Interdisciplinary Approach Towards Sustainable Development –	College sponsored
2 Sep., 2014	Changing patterns of Journalism in Socio- Political context of democracies : India and United States	College sponsored

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

Following is the detail along with research areas and expertise of the different faculty members.

Department	Areas of prioritized research
Bengali	Modern Bengali Poetry
Botany	Plant Physiology and Biochemistry
English	Poetry; Inter-Medial Study
Sanskrit	Epigraphy
Education	Special Education
Journalism	Development Communication
Sociology	Rural – urban Sociology
Chemistry	Solvent Extraction, Transitional Element, physical properties, Preparation of Transition Elements Doped Nano materials, Kinetics and Characterizations
Geography	Urban Environmental Geography

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

National and Institutional Seminars, Workshops and Lectures are conducted with an aim to invite eminent personalities to the college for motivating faculty and students to imbibe and enhance their knowledge. The departments keep on inviting academicians, industry experts and researchers from reputed institutions to interact with the students. The resource persons are provided TA/DA and honorarium for visiting the college.

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

The Leave Rules of the affiliating university of Calcutta does not allow Sabbatical Leave for research activities. However Faculty members who are pursuing research work are permitted to take leave as per UGC norms.

- Two of the Faculty members have been on Faculty Development Programme of UGC with a two year leave for research work.
- The College grants duty leave to members of faculty for participating and presenting papers at National and International conferences.
- The college provides help in research work in the form of flexible time table, and sharing of their work load with other faculty members of the department, internet facility and INFLIBNET facility.

Contribution:

- The active involvement in research during their leave increases the academic strength of the faculty members and it directly improves the academic quality of students in the college on their return.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

There is no such significant initiative taken by the college in creating lab to land transfer of research findings.

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research?

Give details of major heads of expenditure, financial allocation and actual utilization.

Apart from the UGC grants which the college receives exclusively for Books and Equipment, Seminars, and Minor Research Projects, the college has created a fund earmarked for organizing student enrichment activities named as the NAAC Fund. An amount of ₹ 4,000 - 5,000/- has been allotted on an average for each department annually from this fund. This can be spent for learning resources, expenses on inviting eminent scholars, for organizing departmental and institutional seminars / workshops as also for departmental publications. Besides, expenditures are also incurred to provide INFLIBNET and internet facility to faculty and students and for publication of Research Journals.

Future Plan: As per recommendation of the Governing body, budget allocation for research activities will be made available from the General Fund in the current academic year

Areas in which the departments use the NAAC fund are:

Department	Purpose
Bengali	Departmental Seminar, Publication
English	Departmental Seminar, Publication
Sanskrit	Departmental Seminar, Workshop
Economics	Departmental Seminar, Publication
Education	Departmental Seminar
Philosophy	Departmental Seminar
Political Science	Departmental Seminar
Geography	Departmental Seminar, Workshop
Psychology	Departmental Seminar
Journalism	Departmental Seminar, Workshop, Publication
Sociology	Departmental Seminar
Botany	Departmental Seminar
History	Departmental Seminar

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

No, the college does not have the provision to provide seed money to the faculty for research activities. However, the faculty undertaking Minor Research Projects are sanctioned grants by the UGC and the same has been well utilized.

3.2.3 What are the financial provisions made available to support student research projects by students?

Small Research projects are undertaken by students of Economics, Journalism, Sociology, and Education as part of their curriculum. All the 3rd year students undertake a project on Environmental Studies. The students of the Sanskrit department undertakes small projects beyond their curriculum. There is no provision to provide any financial support to the students for such research projects. However the college provides full support to the students doing project work through library service, INFLIBNET, printing, scanning and internet facilities and required software.

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and

challenges faced in organizing interdisciplinary research.

The College offers basic undergraduate degree programs and in these degree programme there is no provision for research work. However, for the inculcation of research aptitude in the students, the college takes the initiative to organize interdisciplinary lectures/seminars on relevant issues. The College is in the process of publication of its own research journal and faculty members from all departments are invited to contribute articles in this journal.

List of Inter-disciplinary lectures/seminars organized:

Session	Organized by (Department)	Organized for (Department)	Topic
2014	College	Journalism and Political Science	Changing patterns of Journalism in Socio-Political context of democracies : India and United States
2015	Philosophy	Psychology	Gita ; a Management of Emotion Control
2015	Education	Psychology	On different ideas about Research Methodology
2015	Education	Psychology	“Theory of Motivation- Abraham Maslow”
2015	English	Journalism	Rabindranath Tagore’s <i>Home and the World</i> The mechanics of the cinematic adaptation of a literary text.
2015	Philosophy	Journalism	Communication ; from Indian Philosophical Perspective
2015	Sociology	Journalism	Communication at the backdrop of social situation
2015	Psychology	Journalism	Temperament and Mental Ability in the profession of communication
2015	English	Bengali	Shakespearean Tragedy
2015	Bengali	English	The socio-political context of Tagore's Home and the World
2015	Journalism	Philosophy	How to Communicate
2015	Sociology	Philosophy	Social Philosophical Thought
2015	Psychology	Philosophy	Skills to control the anger emotion
2015	Sanskrit	Philosophy	Samanya , a topic of Indian Philosophy
2015	Philosophy	Sanskrit	Practical Vedanta

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by

its staff and students?

- The Departmental equipment and research facilitation technology is for exclusive use of the departments.
- The general assets are distributed systematically through a prior requisitioning system. There is, besides, need-based interdepartmental exchange and usage of equipment.
- To motivate the students and faculty towards research, the college has procured latest equipment, updated the library facilities and subscribed to the journals.
- Apart from this periodic updating and up-gradation of the scientific equipment and computers are made.
- Training is provided to the students in the efficient handling of laboratory equipment/ computers in science labs and Media-Lab.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

The institution has received a grant of from UGC under XIth Plan Additional Grant for purchase of equipment to facilitate research activities.

Department	Purpose	Amount
Psychology	Instruments, Multimedia set	₹ 1,70,900/-
Geography	Multimedia set	₹ 50,000/-
Botany	Instruments, Multimedia set	₹ 4,56,000/-
Chemistry	Instruments	₹ 27,000/-
Film Studies	Equipment	₹ 1,63,000/-
Journalism	Equipment, Multimedia set	₹ 4,27,000/-
Education	Musical Instrument, Multimedia set, Teaching-Aid	₹ 92,000/-
Bengali	Multimedia set, Teaching-Aid	₹ 1,08,000/-
English	Multimedia set, Teaching-Aid	₹ 94,000/-
History	Multimedia set, Teaching-Aid	₹ 1,44,000/-
Political Science	Teaching-Aid	₹ 47,000/-
Philosophy	Multimedia set, Teaching-Aid	₹ 90,000/-
Sanskrit	Teaching-Aid	₹ 7,000/-
Sociology	Multimedia set, Teaching-Aid	₹ 66,500/-
Economics	Multimedia set, Teaching-Aid	₹ 1,50,000/-
Statistics	Teaching-Aid	₹ 50,000/-
General	Teaching-Aid, public-Address system	₹ 99,800/-

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.

Those members of the Faculty who avail the Faculty Development Programme under UGC are given Full-Pay leave. Some members of the Faculty have also received grants for their Minor Research Projects.

Details of ongoing and Completed Minor Research Projects: Post Accreditation

Duration Year From To	Title of the project	Name of the funding agency	Total Grant		Total grant received till date
			Sanctioned	Received	
2000-02	Cognitive Appraisal- it's impact on coping and adjustment	UGC	40,000/-	40,000/-	40,000/-
2002-04	A study of Two Romantic Poets: East and West	UGC	45,750/-	45,750/-	45,750/-
2006-08	Isolation and Identification of Aspergillus from Different	UGC	72,000/-	72,000/-	72,000/-
2007-09	Emerging Scenario in Housing Finance: Focus on Rural Housing	UGC	85,000/-	85,000/-	85,000/-
2009-11	The Revolt of 1857 in the Nationalist Mirror: Bengal at the Turn of the 19 th	UGC	46,000/-	46,000/-	46,000/-
2010 UC to be submitted	Trade-off between Fish Diversity and Profitability	UGC	1,41,300/-	1,14,150/-	1,14,150/-
2010 UC to be submitted	Title: Women Education and Television- A Comparative Study between Urban and Rural Women	UGC	1,22,500/-	91,250/-	91,250/-
2010 UC to be submitted	Problems of Female Drug addicted College Students in Kolkata	UGC	1,23,000/-	96,500/-	96,500/-

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

The college does not have the provision to support research scholars. Within its own capacity the college supports the students in their research activities.

- The students are given continuous ICT support for completing their research projects as per their curriculum

requirements.

- They have access to massive e-resource through the college library and its partnering institutions.
- College library has also introduced INFLIBNET facility to get information.
- The library is kept open from 9.30 am to 5.30pm in all working days.
- There is collaborative facilities on institutional levels with American Library, State Central Library, Central Library of Calcutta University and Jadavpur University.
- The college has a well-equipped Media Laboratory.

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

The institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers are:

- Budgetary provisions for up-gradation and maintenance of ICT related equipment. The ICT enabling of the students and the access to unlimited e-resource allows those students interested in higher studies to keep them abreast of new and emerging areas of research.
- Approval of the Governing Body for the creation of budgetary provisions for research activities.
- Measures taken to ensure uninterrupted electric supply by setting up special meter, maintaining a generator and installing a Photo Voltaic Solar Power Plant.
- Measures taken for upgrading, renovation and expansion of laboratories.
- Upgrading, renovation and expansion of library and increasing library hours.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes', what are the instruments / facilities created during the last four years.

The institution has received special grants from UGC under XIth Plan Additional Grant for purchase of equipment/instruments to facilitate research activities.

Departments	Equipment/ Instruments
Journalism	Computer, Laptop, Speaker, Digital Handycam, Digital Still Camera, LaserJet Printer, Digital Voice Recorder
Geography	Computer, Printer, Speaker, UPS, Optical Mouse
Psychology	Tachistoscope, Tapping Key, Battery Eliminator, Mason's Disc, Electric Motor, Sumon

	Responsescope, Apparentimer, Binet Kamat Test of Intelligence, Block Design Test, Cube Construction Test, Computer, Printer.
Botany	Laptop, printer, Digital camera, Distillation Set, Respiroscope Set, Digital balance, Olympus microscopes, Spectrophotometer, Cold Centrifuge, Micropipettes, pH meter, Hot plate
Economics	Computer, Printer, LCD Projector, Photocopier, Microphone, Digital Camera, White Board.
Education	Synthesizer, Laptop, Printer, Writing Board
English	Computer, Printer, LCD Projector
Bengali	Computer, Printer, LCD Projector, Digital Sound Recorder
Sanskrit	Microphone, White Board
Sociology	Laptop, Printer, Digital Camera, Microphone
Political Science	Microphone, Digital Camera, Digital Sound Recorder
History	Computer, Printer, Projector, Digital Still Camera, Microphone
Philosophy	Computer, Printer, Microphone, Digital Camera

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

The college has entered into collaborative facilities on institutional levels with American Library, State Central Library, Central Library of Calcutta University and Jadavpur University. The students have access to all these libraries. The access to unlimited e-resource allows those students interested in higher studies to keep abreast of new and emerging areas of research.

3.3.5 Provide details on the library/ information resource center or any other facilities available specifically for the researchers?

The Students have access to massive e-resource through the college library and its partnering institutions. The college has entered into collaborative facilities on institutional levels with American Library, State Central Library, Central Library of Calcutta University and Jadavpur University. Facilities available to the students are:

- College library is fully computerized and the process is updated regularly.
- The library has a rich collection of 39,577 books. It has also subscribed to 18 journals/ magazines and 3 newspapers.
- College library has also introduced INFLIBNET facility to get information. It facilitates access to high quality e-resources to students and researchers.

- The library is equipped with computers, Internet facility, Reprography.
- College library has introduced a browsing centre with desktop computers and internet facility for students as well as faculty members.
- Various services are provided in the library namely, computerized cataloguing, special reference section, Newspapers and Journals, display material and display of notices etc.

3.3.6 What are the collaborative research facilities developed/ created by the research institutes in the college? For ex. Laboratories, library, instruments, computers, new technology etc.

There is no provision for any collaboration with research institutes to develop research facilities within the college. However 'MGC- Research Wing' (not a formal research body) provides constant motivation for the faculty to engage in research involving the students, whenever possible. The College provides all form of infrastructural support to the researchers in the form of space, laboratory equipment, research journals, library access (books, CD/DVD), computer systems with multimedia facilities, Printer, Scanner, high bandwidth LAN, and internet connection, online library resources for the teachers to pursue research activities in their respective Seminar Rooms. Research infrastructure is upgraded regularly with Annual Maintenance contracts. College library has also introduced INFLIBNET facility to get information. The laboratory based departments provide ample support to facilitate research based curriculum projects.

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

- * **Patents obtained and filed (process and product)**
- * **Original research contributing to product improvement**
- * **Research studies or surveys benefiting the community or improving the services**
- * **Research inputs contributing to new initiatives and social development**

The College does not have any major research achievements in terms of (i) Patents obtained and filed and

(ii) Original research contributing to product improvement.

However research studies which have made some benefit or contribution are:

Name & Department	Research work (Ph.D.)	Benefit / Contribution
Dr. Indira Sur	Drug Abuse	Social Rehabilitation of Drug Addicted University Students; Social Rehabilitation of female alcoholic college student with spiritual classes.
Dr. Anita Chattopadhyay Gupta	Environmental Economics	State level Appraisal Committee in West Bengal Pollution Control Board for Environmental Impact Assessment under the Ministry of Environment and Forests
Dr. Avishek Bhattacharjee	Plant taxonomy	Revision of the subtribe Goodyerinae (Orchidaceae) in India; Revision of Indian Calanthe (Orchidaceae); Red Listing of Indian orchids; Botanical Nomenclature.

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

The College is in the process of publication of its own interdisciplinary peer-reviewed research journal with ISBN. The journal is in the final stages of preparation. The First issue of the Journal will be published in January, 2016. Composition of the Editorial Board of the journal is as follows:

Name of the Journal:

MGC QUEST: Academic Journal of Humanities, Social Sciences and Science

Executive Editors:

Dr. Kinjalkini Biswas, Principal
Dr. Indira Sur,

Editorial Board:

All Head of the Departments of Muralidhar Girls' Collge

Advisory Board:

Dr. Sudip Chakraborty, Associate Professor, Behala College
Dr. Debashis Mazumdar, Associate professor, Bangabasi College
Dr. Sanjukta Dasgupta, Associate Professor, University of Calcutta

Dr. Prabir Das, Member Secretary, Higher Education council, Govt. Of W.B.

Publication Policies

1. Only original and unpublished work is sought.
2. Final paper submission must accompany a certificate by the author (s) that the paper is an original piece of work and has neither been published nor submitted for publication elsewhere.
3. Late submissions and non-registered entries are not considered for publication.

3.4.3 Give details of publications by the faculty and students:

- * Publication per faculty
- * Number of papers published by faculty and students in peer reviewed journals (national / international)
- * Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
- * Monographs
- * Chapter in Books
- * Books Edited
- * Books with ISBN/ISSN numbers with details of publishers
- * Citation Index
- * SNIP
- * SJR
- * Impact factor
- * h-index

Faculty	Papers Published in Peer Reviewed Journals		Papers		Chapte r in Books	Books Edited	Books with ISBN / ISSN	Mon ogra phs
	Nat	Intl	Nat	Intl				
BOTANY								
Dr. Avishek Bhattacharjee	23	37	3	1	3			
Sangita Das Choudhury (Roy)	7							
Dr. Tinku Ghosh	1							
Dr. Debarati Nag Roy		1						
BENGALI								
Dr. N.K.Mondal					1			
Sukla Pathak					2			
CHEMISTRY								
Dr.Kinjalkini	15	4						

Bisaws								
ECONOMICS								
Dr. Anita Chattopadhyay Gupta	3	9	6	7				
Chhanda Mondal		1						
EDUCATION								
Dr. Indira Sur	1				1		2	
Dr. Minati saha	13				4		2	
ENGLISH								
Dr. Madhumita Ghosh	6		6			16	5	
Dr. Madhumanti Maitra	2	1	1					
Dr. Safiul Islam	3		1					
Aparna Singh			2		9			
Manjima Biswas	2							
Madumita Saha	1		2		1			
GEOGRAPHY								
Dr. Satarupa Roy	1		12					1
Bablu Samanta	3							
Aditi Matilal	3							
Atanu Sarkar			6					
HISTORY								
Chandrakala Dutta	1	1	1					
Avirup Sinha	1							
Arup Chakraborty	1							
JOURNALISM AND MASS COMMUNICATION								
Dr. Indrani Raha	2		2		1			
Shashi Subba	1		3					
PHILOSOPHY								
Sukla Chakrabarti							1	
PSYCHOLOGY								
Bithi Ahiri	3				1			
Sanchita Ghosh	2		2					
Dipanjana Chatterjee	1		2					
Dr. Sangita Sinha Roy	3	1						
Chaity Dasgupta	2							
Srabosty Dey			3	1				
SANSKRIT								
Sampriti Biswas	2		3		2			
Devasmriti Jana	2	1						
SOCIOLOGY								
Dr. Uttara Maity	1							
Atrayee Saha			4	1				
TTMV								
Bireswar	2		1					

Pradhan								
Dr. Ananya Mitra	2	1	12	2	1			
POLITICAL SCIENCE								
Sanhati Ghosh					1			
Shilpa Sinha					2			
Sudeshna Das					1			

Details in Annexure

3.4.4 Provide details (if any) of

- * research awards received by the faculty
- * recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally
- * incentives given to faculty for receiving state, national and international recognitions for research contributions.

Department	Name of Faculty	Research award / Recognition
Botany	Dr. Sampriya Chowdhury	Ph. D. degree awarded in by C.U.
	Dr. Avishek Bhattacharjee	M. Sabu Award (IAAT in Angiosperm Taxonomy (Teachers/Scientist Category); S.R. Yadav Award (IAAT); Member of IUCN/SSC Orchid Specialist Group; Fellow of IAAT (F.I.A.A.T.)
Bengali	Dr. N.K.Mondal	Ph. D. degree awarded in by C.U.
Economics	Dr. Anita Chattopadhyay Gupta	Ph. D. degree awarded in by C.U. NSS best programme officer (C.U.), 2011-12
	Md. Nazmul Islam	Junior Research Fellowship, (UGC), 2000.
Education	Dr. Indira Sur	Rastriya Gaurav Samman Puraskar by H.E. Mr. Waven William, High Commissioner Of The Republic Seychelles From Health And Education Development Association, 27 th August, 2012, New Delhi. Glory Of India Gold Medal By Dr. G.V.G Krishnamurthy, Former Election Commissioner Of India From International Institute Of Success Awareness, 30 th October, 2012.
Education	Dr. Minati Saha	Full-time University Research Fellow Department of Education, University of Calcutta 2006.
English	Dr. Madhumita	Ph. D. degree awarded

	Ghosh	
	Dr.Madhumanti Maitra	Ph. D. degree awarded in 2014, RBU
	Dr. Safiul Isalm	Ph. D. degree awarded in 2012, AMU
Geography	Dr. Satarupa Roy	Ph. D. degree awarded in 2014
Sanskrit	Dr. Krishna Dutta	Ph. D. degree awarded

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

The college has established institute-industry interface through its employment oriented courses.

- The college runs the 3(three) year degree course (Major) in 'Tourism and Travel Management' (TTMV) whereby the department has a formal arrangement with West Bengal Tourism Development Corporation Ltd. (A Govt. of West Bengal Undertaking) to impart hands on training to the students of the Travel and Tourism Management, as per the curricula, for 6 months. A monthly stipend is paid to the students.
- The Journalism and Mass Communication department has an informal arrangement with the Media sector, both print and electronic, to have practical exposure of the concepts taught to them as per demand of the curriculum. Different experts from established Media Houses and ex-students of the college from Media sector come and share their experience and expertise with the students. The exposure thus gained have led to impressive employment statistics.
- The Economics Department students have the exposure of the banking sector through interaction with the experts from the Banking industry.
- The College has a Career Development and Placement Cell which effectively involves industry people who impart their knowledge to the students and advice regarding career path. The college has initiated a structured mechanism of career guidance and placement for the students in the current year under the Officials of Employment Bank, Government of West Bengal which will improve the institute-industry interface.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

No such policy exists.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

No such mechanism exists

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

NIL

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

There is no independent policy to promote consultancy and no revenue can be earned through consultancy in the College.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 How does the institution promote institution-neighbourhood- community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

Students take part voluntarily and actively in the institution-neighbourhood-community network by participating in the Extension activities promoted by the College through its NSS and NCC units.

National Service Scheme, popularly known as NSS is an extension dimension to the higher education system to orient the student youth to community service while they are studying in educational institutions, under the aegis of Ministry of Youth Affairs & Sports, Govt. of India. National Service Scheme (NSS) has been envisaged to accomplish the goal of involving the youth in nation building activities. In 1973 Calcutta University introduced NSS in its different colleges. The NSS unit of our college started functioning from April, 2003 under the able guidance of our former Programme Officer, Dr. Malyasri Bhattacharya who set up the first unit of this college. Then it flourished over the years due to the great effort and supervision provided by the next Programme Officer, Dr. Anita Chattopadhyay Gupta. The second NSS unit of this college has been sanctioned in 2015 which is another feather in the cap of the NSS family of the college. At present the Units are supervised by Prof. Chhanda Mondal and Dr. Minati saha. The aims and objectives of NSS are (i) To understand the community in which they work, (ii) To understand themselves in relation to their community. (iii) To identify the needs and problems of the community and involve them in problem solving process, (iv) To develop among themselves a sense of social and

civic responsibility. (v) To utilize their knowledge in finding practical solution to individual and community problems, (vi) To develop competence required for group-living and sharing of responsibilities. (vii) To gain skills in mobilizing community participation, (viii) To acquire leadership qualities and democratic attitude. (ix) To develop capacity to meet emergencies and natural disasters, and (x) To practice national integration and social harmony.

Every year our student volunteers conduct 'Socio-economic Survey on Health and environment' at Harijan Basti, Keyatala our adopted slum to develop awareness on communicable disease and its prevention. Some environmental issues, mother & child health etc. among slum dwellers is our main objectives.

National Cadet Corps, popularly known as NCC is an extension dimension to the education system to orient the student youth to community service while they are studying in educational institutions, under the aegis of Ministry of Defense, Govt. of India. The motto of NCC is 'Unity & Discipline' which was adopted on 23 Dec 1957. The NCC unit of college began in 1963. Living up to its motto, the NCC strives to be and is one of the greatest cohesive forces of the college, bringing together the youth hailing from different parts of the State and moulding them into united, secular and disciplined citizens of the nation. The NCC aims at developing character, comradeship, discipline, secular outlook, the spirit of adventure and ideals of selfless service amongst young citizens. Further, it aims at creating a pool of organized, trained and motivated youth with leadership qualities in all walks of life, who will serve the Nation regardless of which career they choose. Under the able leadership of Captain Kaveri Roy, Associate NCC Officer, (ANO), 160 students enroll every year.



3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

The College extends all possible support to the students to involve

them in social movements that promote citizenship roles. The importance of community service is projected through the mission of the College which is to impart holistic education and empowerment of women who can become effective members of the civil society. The college has deputed senior faculty members for the community network and to convince and attract students to get involved in various social movements/activities which promote citizenship roles. At the time of admission, students are motivated to join various extension activities like NCC and NSS. Before enrolment, motivational lectures are arranged to motivate maximum number of students to join these activities. The NSS and the NCC unit of the College work towards promoting citizenship roles in students. The staff advisor and the coordinator of the respective units track the involvement of the students. The students, who actively participate in these extension activities throughout the year are awarded certificates and medals at the Annual Prize Distribution Function so as to encourage other students to come forward and participate in community network movements. The College thus inculcates the ideal of good citizenship in the minds of the students ensuring their active involvement in different aspects of the society.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

Feedback from stakeholders is of great importance for the college to judge its overall performance and quality. The college always solicits the participation of all stakeholders' viz. students, parents, alumni and faculty members to gain perception of the overall performance and quality of the institution. The feedback received from them on different programmes is analyzed by the IQAC, which helps to assess²/ performance and quality.

Students: The students' Union, is a body of students who are nominated/elected as representative. They interact with the students regarding their needs/grievances/opinions and reports the same to the teachers. Suggestions given by the students through the Grievance Redressal box are properly attended and action is taken as per requirement.

Students have the freedom to approach the Principal directly through the nominated class representatives.

Parents: Parents are well informed about the performance and attendance of their daughters through the Parent-Teacher meetings. All necessary and suitable measures are adopted for improving of performance of students.

Parents are cordially invited to the college during Parents' Day and Annual Social. They are encouraged to associate themselves with the development and social activities of the college. Suggestions from parents for improvement are welcomed. They are allowed to meet the Principal and subject teachers.

Staff/Faculty: Regular staff meetings are conducted to discuss important issues regarding academic / administrative/ cultural / sports

etc. Decisions are taken after having discussions in various forums. This ensures a cordial working environment. All the staff/faculty members are open to suggestions and ready to improve.

Alumni: Healthy and informal relations are maintained with the members of Alumni Association. They visit the college and extend their help, support and cooperation. They organize programmes for enrichment of students. Their suggestions for further improvement are always welcomed.

Industry: Feedback about the industry response and requirement in the job world is collected from the participating concerns in various career counselling programmes. These feedbacks help to judge the nature of demand in the market and accordingly plan the action to improve the performance of the college,

The Principal and the Governing Body always welcome the suggestions put forward and try to incorporate the suggestions provided by the stakeholders for betterment of its overall performance and quality.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

The Institution plans and organizes its extension and outreach programmes primarily through the NSS and NCC Unit of the College. For every academic year the schedule of extension and outreach programmes is planned and executed by the in-charges of the different cells. The NSS units receive grants from the University. The grants for NCC unit comes from the Ministry of Defense in form of stipend to the enrolled students. The NCC camp expenditures are reimbursed by the NCC State Head Quarters. The expenditure for the extension activities is thus borne by the Units own fund but the expenditure over and above is reimbursed by college. In the current financial year the college has thought of creating a fund and making a budgetary provision for promoting these activities. In the past four years, the following amount was spent on extension activities conducted by college.

YEAR	NSS		NCC	
	Receipt(₹)	Expenditure(₹)	Receipt(₹)	Expenditure(₹)
2011-12	45,000	45,000	49,005	49,005
2012-13	45,000	45,000	32,439	32,439
2013-14	37,400	37,000	37,800	37,800
2014-	61,000	61,000	42,750	42,750

15				
The major extension and outreach programmes organized by NSS last four years:				
Date	Programme	Organized by		
2015				
12.01.2015	National Youth Day celebration	NSS unit, CU		
03.02.2015	Seminar by Dr. M.Bhattacharya, spoke on Awareness of NSS Programme	Murallidhar Girls College		
09.02.2015	Ambedkar Day	NSS unit, CU		
15.02.2015	Awareness Programme on Diet & Nutrition	Sister Margaret Foundation&You h Centre		
23.02.2015	Dr. Ananda Chanda, SSKM spoke on 'Health Environment and NSS work	Murallidhar Girls College		
SPECIAL CAMP - programme organised during 20 th March and 28 th March, 2015 on Socio-economic Survey on Health and Environment at Harijan Basti, the adopted slum. Activities undertaken in the camp apart from working in the slum is detailed in the following table -				
20th-28 th March, 2015	Dr. Puspita Ranjan Bhattacharya, Principal, Vijaygarh Jyotish Ray College, spoke on NSS Relevance to Society and also was a judge of the poster-competition.			
	Prof. Sudip Banerjee, Retd. Professor and HOD of Environmental Science, CU spoke on 'Environment Interface with Human Activity'			
	Prof Aniruddha Mukherjee, Professor,Department of Environment Science,CU spoke on 'Environmental Degradation: Disasters and Remedies.			
	Mr. Durga Prasad Mukherjee, Chairman, Borough VIII Kolkata, Municipal Corporation spoke on 'Adopted Slum Mode of Working'.			
	Mr. Tapas Choudhury, Sea Explorer's Institute arranged a visit to Sea Explorer's Institute where students learnt the basics of disaster management. Given skill-training in case of water related accidents and first-aid techniques.			
	Prof (Dr.) Barun Saha Dalal, Principal of KPC Medical College, Prof. (Dr.) Kunal Majumdar, Dr. Swagnik Roy, Dr Sourabh Mitra,of KPC Medical College conducted a one-day workshop on 'Community Medicine; Rabies, HIV, Diarrhoea, Thalassemia.			
	Dr. Ranjini Dutta, HOD, Nutrition presented a play on Nutrition. The student volunteers actively got involved with the term and also enacted in the play carrying the message of good health and hygiene forward			
	Mr. Piyali Roy of Spark grooming Centre talked about personality grooming and made a PPT on developing the right attitude towards life and developing a social consciousness.			
	Dr. Amrita Dutta, Principal Sabitri Girls' College spoke on 'Women empowerment Role of NSS'.			
	Prof. Nabanita Chtterjee, Secretary, WB Council of Secondary Education spoke on 'Injustices against Women.			
	Mr. Kunal Chattopadhyay, NSS Co-ordinator and Youth Officer, CU summed up the special camp activities and inspired the student volunteers to move ahead and take social			

	service into the wider horizon of life.	
06.03.2015	Dr. Subrata Sarkar, Principal, College of Nursing R.G. Kar Medical College Spoke on 'Female Adolescent Health'	Murallidhar Girls' College
07.03.2015	Women's Day celebration	Vijaygarh Jyotish Roy College
16.10.2015	Awareness programme on the significance of saving Ganga from being polluted. NSS students prepared posters on "GANGA BACHAO"	Murallidhar Girls' College
2014		
07.04.2014	World Health Day	Calcutta Ekatma
26.06.2014	International Day Against Drug Abuse and Illicit Trafficking	Narcotics Central Bureau, GOI & NSS unit, CU
08.08.2014	22 se Srabon	NSS unit, CU
15.08.2014	Independence Day	NSS unit, CU
12.09.2014	Mr. Kunal Chattopadhyay. NSS Coordinator, CU Spoke on the rules and duties of NSS service	Murallidhar Girls' College
28.09.2014	NSS and Nation Building in India	NSS unit, CU
11.11.2014	National Education Day	NSS unit, CU
28.11.2014	Prof. Bela Bose, Retired Professor of English, Biharilal College, Calcutta University spoke on 'Society and Social Work Relevance of NSS'	Murallidhar Girls' College
2013		
10.01.2013	Centenary year of Indian Science Congress to commemorate the death anniversary of Rabindra Nath Tagore.	University of Calcutta
12.01.2013	150 th Birth Anniversary of Swami Vivekananda: 'National Youth Day'	NSS unit, CU
01.02.2013	State Level Felicitations of NSS functionaries for out-standing performances across the State	NSS unit, CU
SPECIAL CAMP - programme organised during 20th March and 25th March.2013, on 'Socio-economic Survey on Health and environment' at Harijan Basti, our adopted slum. Activities undertaken in the camp apart from working in the slum is detailed in the following table -		
20th-25th March, 2013	Dr. Puspita Ranjan Bhattacharya, Principal, Vijaygarh Jyotish Ray College, spoke on NSS Relevance to Society. and also was a judge of the poster-competition.	
	Dr. Indrani Mukherjee, Director, CINI YUVA, spoke on 'NSS and Youth Development'	
	Dr. Sayan Bhattacharya, Faculty, PG dept of Environmental Science, Asutosh College, C.U. spoke on 'Climate Change and adaptability: Effect on health'	
	Prof. Anusuya Chatterjee, Co-ordinator, PG Dept. of Environmental Science, Asutosh College, C.U. Spoke on 'Health and Environment'	
	Mr. Durga Prasad Mukherjee, Chairman Borough VIII, Kolkata Municipal Corporation spoke on 'Work in Adopted Slum :Mode'	
	Dr. Malyasri Bhattacharya, Ex-Programme Officer, Murlidhar	

	Girls' College spoke on 'NSS functioning in the College'	
	Sea Explorer's Institute gave an audio-visual presentation on "Adventure and Navigational Astronomy"	
2012		
12.01.2012	National Youth Day	NSS unit, CU
26.01.2012	Republic Day	NSS unit, CU
09.02.2012	Ambedkar Day	NSS unit, CU
23.02.2012	Dr. Ananda Chanda, SSKM spoke on 'Health Environment and NSS work'	Muralidhar Girls' College
06.03.2012	Dr. Subrata Sarkar, Principal, College of Nursing R.G. Kar Medical College on occasion of 'Women's Day' Spoke on 'Female Adolescent Health'	Muralidhar Girls' College
31.03.2012	State-level Felicitations of NSS functionaries	NSS unit, CU
16.04.2012	Fire Prevention Measures organized by West Bengal Fire & Emergency Services where Mr. Krishnendu Kundal, Officer-in-Charge, Gariahat Fire Station talked about measures to be taken to prevent fire spread. A mock drill was also arranged to show the use of fire extinguishers.	Muralidhar Girls' College and West Bengal Fire & Emergency Services
19.04.2012	A programme on 'Consumer Affairs' where Mr. Debi Prasad Chattopadhyay, Assistant Director. Govt. of West Bengal. Consumer Affairs and Fair Business Practices, Kolkata (South) Regional Office spoke on food adulteration, consumer protection and settlement of disputes.	Muralidhar Girls' College
SPECIAL CAMP - programme organised during 24th March and 30th March.2012, on 'Socio-economic Survey on Health and environment' at Harijan Basti, our adopted slum. Activities undertaken in the camp apart from working in the slum is detailed in the following table -		
24th-30 th March, 2012	Dr. Puspita Ranjan Bhattacharya, Principal, Vijaygarh Jyotish Ray College, spoke on NSS Relevance to Society and also was a judge of the poster-competition.	
	Mr. Durga Prasad Mukherjee, Chairman Borough VIII, Kolkata Municipal Corporation spoke on 'Work in Adopted Slum :Mode'	
	Dr. Malyasri Bhattacharya, Ex-Programme Officer, Murlidhar Girls' College spoke on 'NSS functioning in the College'	
	Prof. Sumana Mondal, nutritionist, Pailan College of management spoke on 'NSS and Nutrition'.	
	Mr. Subrata Ghosh, Member Secretary, West Bengal Council of Higher Education spoke on Necessity of NSS in Education.	
	Prof. Bela Bose, Retired Professor of English, Biharilal College , Dept of Calcutta University spoke on "Functions of NSS: Role of Student" and ;NSS Continuing Social Service'.	
	Swami Vedaśwarupananda, Ramkrishna Mission Institute of Culture, Golpark spoke on 'Youth and NSS'.	
	Mr. Bappaditya Mukherjee, Director, Prantakatha, spoke and showed a film on 'Women Trafficking'.	
	Prof. Siddhartha Majumder, Chairman, College Service	

	Commission spoke on 'Social Service and Employment'	
	Dr. Biswanath Chakraborty, Department of Political Science, Rabindra Bharati University spoke on 'Relevance of NSS in Context of Society Development'	
	Dr. Ananda Chanda, SSKM spoke on 'Health, Environment and NSS'.	
30.04.2012	Awareness on Pulse Polio and Immunization	NSS unit, CU
08.05.2012	Rabindra Jayanti	NSS unit, CU
25.05.2012	Reverend Krishna Mohon Banerjee's 200th birth anniversary	NSS unit, CU with Bharat Sevashram
05.06.2012	World Environment Day	NSS unit, CU
26.06.2012	Anti-Drug Abuse Day	NSS unit, CU
27.07.2012	C.U. NSS Health Awareness Camp and rally	Red Ribbon Express
07.08.2012	Baishe(22) Srabon	NSS unit, CU
15.08.2012	Independence Day	NSS unit, CU
07.09.2012	Poster competition organized for 'National Nutrition Week'	Calcutta Ekatma
24.09.2012	NSS and Nation Building in India	NSS unit, CU
10.10.2012	Felicitation ceremony of NSS Youth Volunteers from Bangladesh	NSS unit, CU
2011		
07.04.2011	World Health Day	Calcutta Ekatma
20.04.2011	Voters' Awareness Campaign for Election 2011 under the purview of Election Commission on Aapka Vote Aapka Taqat	Calcutta University in collaboration with Zee New
11.11.2011	National Education Day	NSS unit, CU

The major extension and outreach programmes organized by NCC in the last four years:

Date	Programme	Organised by
2015		
05.02.2015	NCC Cadets were volunteer of Sishu Mela	Nikhil Banga Committee
Feb., 2015	NCC Cadets participates as volunteer In Annual sports of a School for Handicapped Children.	NGO-Reach
23.09.2015	Participation in Rally for Disabled Persons	NGO-Anwasha
Oct, 2015	Kolkata Walkathon- International Day of Older persons	NGO-Support Elders(Integrated Care)
2014		
08.02.2014	NCC Cadets were volunteer of Sishu Mela	Nikhil Banga Committee
19-25	Observation of the Communal	NCC Group

Nov.,2014	Harmony Campaign Week	HQ Kolkata
24.11.2014	Observation of Flag Day of the National Foundation for Communal Harmony	NCC Group HQ Kolkata
03.12.2014	Participation in Rally for Handicapped Person	Vikas Kendra –Research Institute for Handicapped
07.12.2014	Participation at Blood Donation Camp. 2 Cadets Donated Blood	Bijoygarh College
Dec, 2014	Participated in Kolkata Marathon	Airtel
2013		
Feb., 2013	NCC Cadets participates as volunteer In Annual sports of a School for Handicapped Children.	NGO-Reach
07.11.2013	Participation in Program on Cancer Awareness	Hitaishini
19-25 Nov.,2013	Observation of the Communal Harmony Campaign Week	NCC Group HQ Kolkata
24.11.2013	Observation of Flag Day of the National Foundation for Communal Harmony	NCC Group HQ Kolkata
03.12.2013	Participation in Rally on World Handicapped Day	NGO-Anwesha
07.12.2013	Donated in Uttarakhand Donation Camp	NCC Unit
07.12.2013	Sold Stamps to help families of Dead Soldiers	NCC Group HQ Kolkata
2012		
03.12.2012	Participation in Rally on International day for Person with Disability	NGO-Anwesha
07.11.2012	Participation in Program on Cancer Awareness on 'No Tobacco day'. Students Participated in a Rally Holding with their Self-Painted Posters.	1 st Bengal Girls Battalion NCC
19-25 Nov.,2012	Observation of the Communal Harmony Campaign Week	NCC Group HQ Kolkata
24.11.2012	Observation of Flag Day of the National Foundation for Communal Harmony	NCC Group HQ Kolkata
2011		
05.02.2011	NCC Cadets were volunteer of Sishu Mela	Nikhil Banga Committee
March, 2011	Cadets done Pulse Polio Duty	Local Councilor
07.11.2011	Rally for awareness about Cancer	NGO-Hitaishini
03.12.2011	Rally for Reservation for Handicapped	NGO-

	Person	Anwasha
19-25 Nov.,2011	Observation of the Communal Harmony Campaign Week	NCC Group HQ Kolkata
24.11.2011	Observation of Flag Day of the National Foundation for Communal Harmony	NCC Group HQ Kolkata

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

The importance of participation in extension services is projected through the mission of the College which is to impart holistic education and empowerment of women so that they can become effective members of the civil society. At the time of admission, students are motivated to join various extension activities like NCC and NSS. Before enrollment, motivational lectures are arranged so as to motivate maximum number of students to join these activities. The information regarding all extension activities is disseminated through prospectus so as to facilitate students in their choice of activity. Various information about future prospects of NSS and NCC are given so as to create interest among them.

NSS: Membership forms are distributed for joining NSS. Senior student volunteers describe their experiences and usefulness of NSS to inspire the new members. Regular seminars were organized on 'Society and Social Work: Relevance of NSS' where volunteers come to know about the rules and duties of NSS service and the need to develop social consciousness along with motivating them to take social service into the wider horizon of life.

NCC: The college offers its students the opportunity to join NCC. Proper enrollment is done in NCC units. Captain Kaberi Roy is in charge of the College NCC unit. The students are informed about the benefits that : NCC trained students are prioritized in Central and State employment schemes; NCC certificates help the students to find to find placement in the Armed Forces and related services; adventure training is provided to the NCC students; they receive scholarships for the best cadets; NCC students are provided their uniform free of cost and are given various allowances during their training period and NCC students have the facility of opening zero balance account in nationalized banks. The college fully supports the cadets who go for camps.

The Coordinators of the NSS and NCC units are encouraged to attend Seminars /Refresher /Orientation /Training Courses /Conferences and Workshops. College administration grants duty leave to the participants in these activities. This encourages them to participate enthusiastically in extension activities.

The achievements of faculty and students are acclaimed and highlighted in the college magazine and during Annual Social thus promoting their participation. Special incentives in form of prizes are given to the outstanding performers.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

The college takes sincere initiatives to support students of ST, SC, and Minorities and OBC Sections of the society. Government schemes introduced in form of scholarships and seat reservation in higher education for the upliftment of under privileged communities, are sincerely implemented by the college. Students belonging to lower income group are given liberal fee concessions and free books. The college regularly assist the government organizations in various activities like Pulse Polio Drive.

Various extension programmes and social services have been done by the NSS unit of this college, mainly based on women empowerment, sexual harassment, consumer awareness, AIDS awareness, afforestation, blood donation camps, cleanliness of our environment, environment sensitization etc. Eminent resource persons spoke on the topics of 'Women empowerment: Role of NSS'; 'Injustices against Women'; 'Women Trafficking'; 'Female Adolescent Health'; 'Food adulteration, consumer protection and settlement of disputes', 'Environment Interface with Human Activity'; 'Environmental Degradation: Disasters and Remedies'; 'Environmental Law'; 'Climate Change and adaptability: Effect on health'; 'Social Service and Employment'; 'Polio Awareness'. A workshop was arranged by 'Green peace' - an NGO, where an interactive session was held where the students got information about various issues relating to the protection of environment through a slide show. Various posters on the subject was also displayed that highlighted genetic changes and nature and pattern of communicable diseases via climate change. Our volunteers celebrated 'Aranya Saptaha' by planting saplings received from forest department of Govt. of W.B saplings around the college campus. Some volunteers attended 'Vivek Chetana' twice a week for the last 5 years. The said NGO takes care of street children. Our volunteers spent half an hour with these children for teaching storytelling, drawing a picture etc, on the days they visit.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

NSS is now regarded as the third dimension of education as it is a programme which gives ample scope to incorporate extension activities apart from the standard two dimensions, teaching and

research. This scheme aims at personality development of the student through community services and to arouse the social conscience of the students, providing them an opportunity to work with the people. Their interaction with the common people will expose them to the realities of life and bring about a change in the social perception. It is truly a concrete attempt to make education relevant to the needs of the society. A programme was arranged where Spark grooming Centre talked about personality grooming and made a power –point presentation on developing the right attitude towards life and developing a social consciousness.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

Campus cleaning and maintaining programme was organised from time to time to keep the college campus & its surroundings clean & hygienic. Volunteers maintained the garden annexed to the college campus. NSS Book Bank created by volunteers was maintained properly and books were supplied to needy students. A programme was organized where “Anwasha” – an NGO working for betterment of children with hearing impairment spoke on the awareness of youth to the needs of differently abled children. An NGO ‘Sister Margaret Foundation’ held an exhibition on hand made jewellery and explained the intricacies of jewellery-making in terms of vocational training as a means of self-employment. Our student volunteers participated in programmes on ‘Awareness of Pulse Polio and Immunization’; ‘C.U. NSS Health Awareness Camp’ and participated in rally conducted with Red Ribbon Express on Health Awareness at Sealdah Station; two rallies organized by Calcutta University in collaboration with Zee News relating to Voters’ Awareness Campaign for Election 2011 under the purview of Election Commission on Aapka Vote Aapka Taqat; rally organized by Narcotics Central Bureau, Govt. of India in collaboration with NSS Unit, Calcutta University in observance of ‘International Day against Drug Abuse and Illicit Trafficking’.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

Joint collaborative inter-college initiatives were undertaken with Bijoygarh Jyotish Ray College.

During the special camp in March 2015, 2014, 2013, Dr. Puspita Ranjan Bhattacharya, Principal, Vijaygarh Jyotish Roy College, Kolkata spoke on ‘NSS Relevance to Society’ and also was a judge of the poster-competition which was held among the student volunteers of both the colleges.

In February 2015, in a joint collaborative inter-college initiative Vijaygarh Jyotish Ray College awarded a medal and a certificate for outstanding activities as Programme Officer to Dr. Anita Chattopadhyay Gupta.

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

The NSS unit has received numerous awards from the University of Calcutta including Best College, Best Programme Officer and Best Female Student Volunteers. Our students got selected for the Republic Day Parade in New Delhi. They also own prizes in inter-college quiz competition, poster competition, debates etc.

Awards received by the NSS Unit of the institution:

Date	Name	Award
31.03.2012	Ms. Rinku Bera	NSS Best Student Female Volunteer
31.03.2012	Dr. Anita Chattopadhyay Gupta	Best NSS Female Programme Officer
01.02.2013	Muralidhar girls' College	Best College with NSS Unit by CU,
01.02.2013	Ms. Yasmin Ara	NSS Best Student Female Volunteer

Awards received by the NCC Unit of the institution:

Name Of Student	Name Of The Award	Organization	YEAR
Mahua Halder	Selected For Guard Of Honour	NCC (State Level Camp)	2010
Mahua Halder	Guard Of Honour	NCC (State Level Camp)	2011
Mukulika Sen Roy	Got Prize As Best Cadet	NCC (State Level Camp)	2011
Ananya Majumder	Selected 1 st Best Cadet Of Kol-C	NCC	2011
Pragoti Mondal	Selected 2 nd Best Cadet Of Kol-C	NCC	2011
Rupa Biswas	First In Firing	NCC (State Level Camp)	2012
Nabanita Roy	Won The Best Cadet Prize	NCC (State Level Camp)	2012
Trishita Bose, Puja Roy	Won Prizes For "Guard Of	NCC (State Level Camp)	2012

Chowdhury, Ayesha Khatun, Falguni Mondal, Mithu Mondal, Sonali Mondal and Mithu Dey	Honour”.		
Mukulika Sen Roy	Special Prize For MC	NCC (State Level Camp)	2012
Srabanti Kar, Mukulika Sen Roy, Krishna Sasmal, and Jharna Baidya	Special Prizes For Good Senior	NCC (State Level Camp)	2012
Trishita Bose	The Best Cadet Prize	NCC (State Level Camp)	2012
Mukulika Sen Roy	Pulin Bihari Smriti Prize In CU, As 'Best Marks Man NCC Cadet'	NCC	2012
Madhumita Mondal, Pranati Das	Won Prizes In “Guard Of Honour”.	NCC (State Level Camp)	2013
Sagufa Ali	Special Prize For MC	NCC (State Level Camp)	2013
Srabonti Kar	Special Prize For Good Senior	NCC (State Level Camp)	2013
Purnima Naskar	First In Firing	NCC (Army Attachment Camp)	2013
Cadets Of the College	In Line Area Competition Cadets Stood First	NCC (State Level Camp)	2013
Priyanka Sil	First In M.C	NCC (State Level Camp)	2014
Munmun Ghosh and Nibedita Dutta	Selected For Guard Of Honour	NCC (State Level Camp)	2014
Priyanka Kundu And Purnima Barui	Selected For Piloting	NCC (State Level Camp)	2014
Cadets Of Muralidhar Girls' College	Achieved First Position In Line Area Competition	NCC (State Level Camp)	2014

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with

research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

The department of Tourism and Travel Management have a formal arrangement with West Bengal Tourism Development Corporation Ltd. (A Govt. of West Bengal Undertaking). The corporation imparts hands on training to the students of the Tourism and Travel Management as per the curriculum for 6 months which benefits the students.

Other departments of the college organizes UGC and college sponsored national and international level seminars in collaborating with other institutes whereby, the students and faculty of the College have been benefitted from the expertise made available from those institutions.

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

Collaborative Arrangement with University:

The college has a collaborative arrangement with Indira Gandhi National Open University since 2009 with the motive to build an inclusive knowledge society through inclusive education. IGNOU has tried to increase the Gross Enrollment Ratio (GER) by offering high-quality teaching through the Open and Distance Learning (ODL) mode. IGNOU has adopted a multimedia approach to instruction. The different components being: self-instructional materials, counselling sessions, both face-to-face and via teleconferencing mode and practical classes.

Regular Study Centre of IGNOU (SC-28140):

The college is a Regular Study Centre of IGNOU (SC-28140) which is successfully running with the help of the faculty and staff of the college. The Centre has been activated to offer:

Master Degree Courses in *Psychology, Counselling and Family Therapy, English, Economics, Sociology, Political Science, History, Gandhi and Peace Studies, Extension and Development Studies, Commerce;*

Postgraduate Diploma courses in *Journalism and Mass Communication, Urban planning and Development, Environment and Sustainable Development, Extension and Development Studies;*

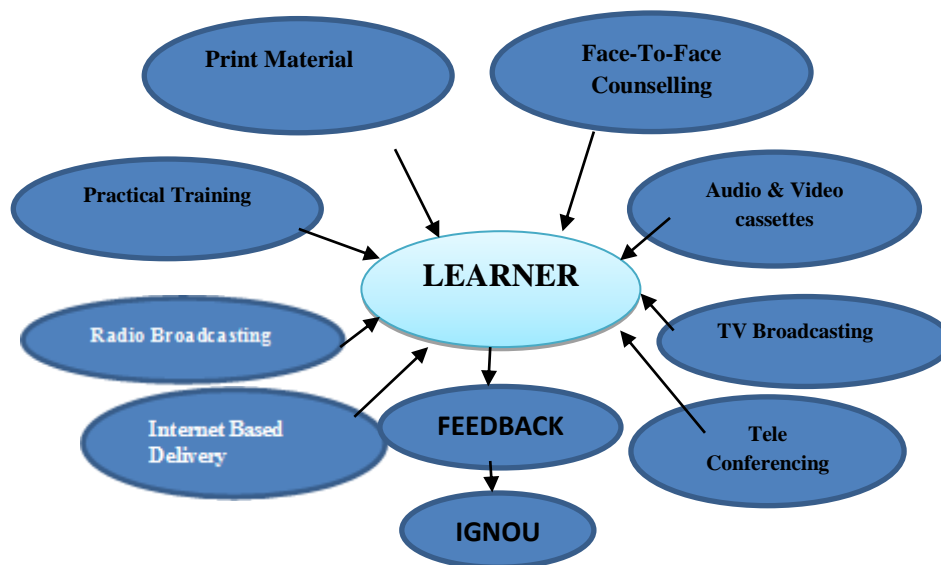
Diploma in *Creative Writing in English*

Bachelor degree course in *Commerce*

Certificate course in *Anti Human Trafficking*

Contribution to the development of the institution:

The students of the college have the opportunity of enrolling into postgraduate courses under IGNOU. As many of our students come from economically challenged background, they have to enter the job world right after their graduation. These students also get the opportunity to pursue higher education till their doctorate degree. Along with their undergraduate studies the students can as well pursue certificate courses simultaneously. Some of the innovative teaching methods used here can also be extended in the regular courses of the college for the benefit of the slow learners.



Learner Centric Instructional System of IGNOU

Future Plan: The Centre Plans to start Masters in Business Administration (MBA) and few more Certificate courses which the students can pursue simultaneously with their graduate course

Collaborative Arrangement with Industries/Corporate Entities:

Development of the institute is directly related with its infrastructural facilities. Electricity being the most important parameter of ICT enabled teaching-learning method, research and e-governance, the college has installed 5 kWp grid connected Photovoltaic Solar Power Plant which is directly feed to the main power source of the college. The college has entered into a collaborative agreement with **CESC LIMITED**, a Company within the meaning of s.2(20) of the Companies Act, 2013 and a Distribution Licensee under Section 14 of The Electricity Act, 2003, having its Registered Office at CESC House, Chowringhee Square, Kolkata-700001. A per the agreement, CESC agrees to allow interconnection and parallel operation of the

Solar PV Source with CESC's Distribution System on specified terms and Conditions.

(Copy attached in annexure)

Contribution to the development of the institution:

The installation of Photovoltaic Solar Power Plant will help to the college to reduce the monthly electricity bill through renewable energy source, underlining a sustainable approach.

Future Plan: The College has a plan to increase its capacity of Solar PV Source in a phased manner- another 5 kWp generation by 2017.

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

Industry-institution-community interactions for establishment/ creation/ up-gradation of academic facilities, student and staff support, infrastructure facilities is being contemplated.

3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

Date	Event	Collaboration with	Resource Person
8-9, Sep., 2011	National Seminar on: 'The Role of the Civil Society in the Perspective of Growing Limitations of Democracy'	Paschim banga Itihas Sansad (UGC sponsored)	Dr. Binayak Sen Dr. Subhendu Dasgupta
20-21 Sep, 2011	National Seminar on: Bharatya Jatiya Bhabnaye Rabindranath	St. Paul's Cathedral Mission College (UGC sponsored)	Dr. Usharanjan Mukhopadhyay Dr. Sumita Chattopadhyay Dr. Biplab Chakraborty
11-12, Nov. 2011	International Seminar on: Rabindranath Shiksha Chintar Prasangikata	Rabindra Bharati University (UGC sponsored)	Prof. Somendranath Bandyopadhyay Prof. Sadhan Ghosh (Bangladesh) Prof. Pabitra Sarkar Dr. Amita Dutta
4,	National Seminar	Vijaygarh	Dr. Sharmila Banerjee

Jan, 2012	on: Health and Environment: Exploring the Linkages for Sustainable Development	Jyotish Ray College, Kolkata (UGC sponsored)	University of Calcutta Dr. Soumen Sikdar IIMC, Dr. Sudhakar Reddy IGIDR, Maharastra Dr. Puspita Ranjan Bhattachariya Ex-Principal, Bijoygarh Jyotish Ray College,
3, May, 2013	College sponsored International Seminar on: Environmental Interface : An Interdisciplinary Approach Towards Sustainable Development	x	Dr. Susmita Dasgupta, Lead Environmental Economist, Development Economics Research Group, World Bank Dr. Sudarshan Ghosh Dastidar, MIC, Dept. of Environment, Govt. Of W.B.
25, Sep., 2014	College sponsored International Seminar on: Changing patterns of Journalism in Socio- Political context of democracies : India and United States	x	Laura Ungar, medical journalist, USA Sujoy Dhar, Editor, India Blooms news services.

Approval and Fund from UGC received for organizing 5 National Level Seminar in collaboration with other Institutions in the month of Feb., 2016.

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements ? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated -

a) Curriculum development/enrichment : None

b) Internship/ On-the-job training

- On-job training of the students of department of Tourism and Travel Management at West Bengal Tourism Development Corporation Ltd. (A Govt. of West Bengal Undertaking).

Name of the Student	Time Period
Alakananda Guha Roy	May- October, 2011
Debodyutee Sarkar	December-May, 2012
Joyati Bhattacharya	December-May, 2012
Priti Singh	August-October, 2012
Shubhasree Ganguli	August-December, 2014 and finally absorbed

Mousumi Halder	August-December, 2014 and finally absorbed
Pallavi Roy	February, 2015 and continuing

- Students enrolled into Courses on Jute Handicrafts & Jute Diversified Product (JDP)

Name of the Student	Department	Time Period
Kanchan Mondal	Journalism	3 months
Priya Naskar	Journalism	3 months

c) **Summer placement:** Nil

d) **Faculty exchange and professional development:**

The Academic Counsellors of IGNOU, many of whom are faculty members of the college actively participate in the workshops organised by the Regional Centre. This collaboration helps the faculty in their overall development and to upgrade themselves.

e) **Research:** Nil

f) **Consultancy:** Nil

g) **Extension**

The students of the Tourism and Travel Management are in the process of organising the first Tourism Fair in the college inviting the different Tour and Travel operators. Within their limited capacity it's their contribution to the Tourism Industry.

h) **Publication:** Nil

i) **Student Placement**

The collaborative arrangement with West Bengal Tourism Development Corporation Ltd. (A Govt. of West Bengal Undertaking) and IGNOU have increased the opportunity of placement for the students. The arrangement with the Department Of Jute And Fibre Technology, Institute of Jute Technology, University Of Calcutta will help in creating entrepreneurs from amongst the students.

j) **Twinning programmes:** Nil

k) **Introduction of new courses**

Keeping in mind the changing requirements of the modern scenario, the IGNOU centre of the college is all set to start job-oriented certificate courses which the current undergraduate students of the college can pursue simultaneously.

l) **Student exchange:** Nil

m) **Any other:**

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.

The college has always been striving to keep pace with the ever changing global scenario and the best possible facilities are made available to the students in order to make them truly equipped global citizens and perfect human beings. Establishing linkages / collaborations for industry-institution-community relationship is being contemplated.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

Policy for creation and enhancement of infrastructure –

Infrastructure plays a vital role in teaching learning process of any educational institution. The College considers infrastructure as the main pivot between teaching and learning. Since its establishment in 1940, Muralidhar Girls' College adopted the policy of infrastructure creation. The Governing Body of the College, through well thought futuristic approach, resolved to create physical infrastructure in a systematic and phased manner. In addition, the College strongly believes that policy of infrastructure creation must be tuned along with current age requirement.

Highlights of the policy:

- The Building Committee of the College will be responsible for construction, through maintenance, and renovation of the main building under supervision of competent persons from the University and Government. Expert opinion from external sources is also welcome.
- Floor wise construction plan, in detail, must be designed with safety measures.
- Budgetary allocation from the College fund should be there along with submission of request for Government grant for Civil and Electrical works, time to time.
- Special constructions like Ramp, Toilet, and Lift etc. must be there for the PWD (Persons with Disability), and injured.
- Canteen, Common Room (with Indoor Game facility), Gymnasium, Outdoor Game amenities should be maintained for the students.
- The College should look for a construction for Girl's Hostel for the students coming far away from Kolkata.
- Sick Room with adequate medical facilities.
- Furniture and Fixtures fit for adequate and comfortable teaching-learning process, official works, to be purchased as per requirement. Maintenance of the same to be addressed from time to time.
- ICT enabled digital infrastructure like Multimedia Computer set, High Bandwidth networking and Internet, Smart Class Rooms equipped with LCD, LED Projectors-Smartboard, Television set, Audio-Visual equipment, CCTV, Biometric machine etc. to be encouraged for improved Teaching Learning process and E-Governance.
- Proper computer software to be developed / purchased, and maintained for effective student data management system, online admission, library, accounts & pay-roll, and college website.
- To support practical sessions of laboratory based subjects, the College is committed to provide best quality laboratory facilities with up-to-date

equipment.

- Air-Conditioners to be installed, wherever necessary.
- Water purifiers to be installed floor wise for safe drinking water.
- To maintain constant supply of water the College will create and upkeep infrastructure in collaboration with the Municipal body as well as Deep-Tube-Well.
- For effective Teaching-Learning process, the College considers its General Library and all the Seminar Libraries must be adequately equipped with Text Books, Reference Books, Magazines, Journals, Newspapers and Periodicals, Massive Online E-Resources, Internet connection, Wi-Fi Zone, Digital study materials, Photocopier etc.
- Infrastructure to organize National and International Seminars and Workshops.
- Special infrastructure to run Remedial classes for Slow Learners with adequate number of books.
- Infrastructure to support Extra / Co-Curricular activities of the students.
- Keeping an eye on environmental issues, and alternate source of energy the College should promote Solar Power.
- For uninterrupted supply of electricity, the College should have provision of Generator system.
- Creation and Enhancement of infrastructure will give birth to pollution related issues. Measures to be taken for pollution control.
- Maintenance of all the above to be done on a regular basis with Annual Maintenance Contract (AMC).

4.1.2 Detail the facilities available for

a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

b) Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

a) Detail of facilities available for Curricular and co-curricular activities

Classrooms-

- 4 classrooms each having seating capacity for 120 students.
- 7 classrooms each having seating capacity for 60 students.
- 3 classrooms each having seating capacity for 40 students.
- 11 classrooms each having seating capacity for 30 students.
- 1 classroom having seating capacity for 10 students.
- All the classrooms are spacious, well ventilated, clean and painted with adequate storage capacity, high and low benches, Chairs, and Tables.
- Classrooms are equipped with Black boards, White boards.
- Electricity and electrical points are in sufficient numbers (5amp points in each room, 15amp points are also there, wherever necessary). Earth points are carefully done to sustain voltage fluctuation and lightening.
- Load of electric power is distributed through different switches and

phases to avoid major fault. In addition maintenance and fault detection will be easier.

- Solar Power supply is fed into main power supply line to save power, inject green energy, and curb down the amount of electricity bill.
- Separate power supply line for the elevator (Lift).
- Separate Generator room. UPS and Generator are there in case of power crisis.
- CCTV installation is there in floor corridors, entrance and backyard, office and accounts room, library and teachers' room, Principal's room for monitoring of teaching-learning process and security.
- Constant water supply.
- Bathrooms / Toilets in every floor.
- Filtered drinking water, Cooler.
- Canteen, Student Common Room, Gymnasium.
- Sick Room with regular and emergency medical check-up by Doctor.

Care For Persons With Disability (PWD):

- ✓ Lift / Elevator.
- ✓ Ramp.
- ✓ Special Toilet.

Technology Enabled Learning Spaces-

- 1 Smart class room equipped with LCD, LED Projectors-Smartboard, Multimedia Computer set, High Bandwidth Internet, Sound system having seating capacity for 120 students.
- Media Laboratory equipped with digital infrastructure like Multimedia Computer set, High Bandwidth networking and Internet, LCD, LED Projectors, Television set, Audio-Visual equipment.
- Library Browsing Centre equipped with Internet facility for e-resources.
- All classrooms have provision of setting up digital teaching learning equipment.

Seminar Halls-

- The smart class room is used as fully equipped seminar hall.
- 2 large rooms (seating capacity of 120 each) can be combined into a seminar hall with 250 seating capacity, public addressing system, and projection system.

Tutorial Spaces-

- All classrooms are suitable for tutorial spaces.

Laboratories-

- 6 Laboratory rooms for lab-based subjects namely Geography, Psychology, Botany, Chemistry, and Journalism & Mass Communication.
- Laboratories are equipped with-

Sl. No.	Department	Equipment
1.	Geography	Prismatic Compass, Dumpy Level, Theodolite, Rotameter, Planimeter, Mirror Stereoscope, Pocket Stereoscope, Magnetic Compass, Abney's Level
2.	Psychology	Pneumograph, Kymograph, Chronometer, Screen, Tachistoscope, DL Box, Aesthesiometer, Chin Rest, Motor for

		Masson's Disc, Ergograph, Response Recorder, Response Scope, Spirit Level, Apparent Timer, Stop Watch, Metronome, Perimeter and Campimeter
3.	Botany	Laboratory equipped with several modern instruments like cold centrifuge, pH meter, Colorimeter, spectrophotometer, electrical water-bath, incubator, distillation plant, digital balance, autoclave, micropipettes, hotplate, laminar airflow, shaker, heaters, refrigerator, laptop, printer, camera, updated stock of chemicals and glass goods
4.	Chemistry	Electrical melting point apparatus, Viscometer, Stalagmometer, Specific gravity bottle, Stop watch, Refrigerator, Sartorius balance
5.	Journalism & Mass Communication	Desktop & Laptop Computer with Multimedia features loaded, Scanner, Printer (both DeskJet & LaserJet), LCD TV & CRT TV with cable connection and DVD player, Digital Handycam, Digital Still Camera, DSLR Camera, Headset, Audio Recorder, LAN Switches for Internet sharing, Photocopier machine with LAN connection and A3 printing facility (Digital).

Botanical Garden-

- Botanical Garden as per technical term is not available in the College due to scarcity of space. However the Botany department maintains medicinal plants, cactus etc. in the courtyard.

Animal House-

- Not available.

Equipment For Teaching, Learning And Research-

- In addition to facilities of smart classroom teachers can use cordless microphones with speaker in each classroom.
- For research activities teachers and students have access to e-resources of the Calcutta University through subscription of INFLIBNET-NLIST (Information and Library Network Centre) under the UGC-INFONET Digital Library Consortium.
- Students and Teachers can access the library resources of the Jadavpur University, and the British Council Library.
- The College has membership of American Library.

b) Detail of facilities available for Extra-Curricular activities

Sports, Outdoor And Indoor Games, Yoga, And Gymnasium -

Sports Center:

The College has a Gymnasium. Playground and Sports Centre (with Sports Library) to promote indoor and outdoor sporting activities amongst the students, Teaching and Non-Teaching staff. Muralidhar Girls' College organises and participates in various Inter College competitions.

➤ **Indoor Sports**

- Table Tennis Coaching Centre - Mr. Dipak Halder (Former India Coach) is In-Charge.
- Yoga Coaching Centre - Mrs. Chayna is In-Charge.
- Karate Coaching Centre for (Self Defence) - Mr. Premjit Sen (Black Belt) is In-Charge.
- Carom

➤ **Outdoor Sports**

- Track & Field Coaching Centre.
- Badminton - students play Badminton in college playground.
- Kabadi
- Mountaineering, Adventure Sports, and Nature Club - the college organises Rock Climbing, Adventure Sports, and Nature Study camps within and outside West Bengal every year, in collaboration with the Indian Mountaineering Foundation (IMF) - Mr. Manik Banerjee (eminent mountaineer, trainer and Chairman of IMF, East Zone Committee) is In-Charge.

➤ **Gymnasium**

- Equipped with Tread Mill, Stepper, Twister, Cycle etc.

Auditorium-

- A makeshift auditorium is there on the 1st floor of the College which is capable to accommodate 250 persons. Stage, Decoration, Light, Public Addressing System are arranged accordingly.

NSS-

- The College has 2 NSS units supervised by full-time teachers of the college.
- For every academic year social outreach programs are planned and executed by the supervisors.
- NSS units receive grants from affiliating University of Calcutta.
- Program officers of NSS are given duty leaves to attend NSS orientation programs.
- Achievements of the students are acclaimed and highlighted in the college magazine and during annual social in form of prizes.
- Relaxation in attendance and college examination schedule is provided to the students who participate in NSS camps and different activities.
- Budgetary provision is made from this financial year to promote NSS activities.

NCC-

- The College has NCC unit under able leadership of ANO (Associate NCC officer) with enrolment of 160 students every year.
- Grants for NCC unit comes from the Ministry of Defence in form of stipend to the enrolled students.
- NCC camp expenditures are reimbursed by NCC group head quarter, Kolkata.
- A budgetary provision has been made in the current financial year to promote NCC enrolment.
- Achievements of the students are acclaimed and highlighted in the college magazine and during annual social in form of prizes.

- ANO is given duty leaves to attend NCC camps and training programs. Relaxation in attendance and college examination schedule is provided to the students who participate in NSS camps and different activities.
- NCC students have the facility of opening zero balance account in nationalized banks.
- The college has a specific room for NCC students.

Cultural Activities-

The College organizes all cultural activities under the banner of different interactive clubs and sub-committees.

Cultural Club: 'Spandan' / Literary Club: 'Bhasa'

'Spandan', and 'Bhasa' the cultural wing of the College is sincerely engaged to explore and spread singing, dancing, writing, and many more cultural activities, involving the students, through-out the year. The College gives whole hearted support for the students to support extra-curricular activities through the platform 'Spandan' and 'Bhasa'.

Interactive Club: 'We Speak'

'We Speak' is a name of constant and serious effort of the College which extracts treasures of beautiful minds of our students. It provides a right platform for the students to vent their views, and exchange their experiences on various relevant issues of importance.

'We Speak' –

- Boost confidence level of the students through interaction.
- Helps the students to judge their performance level by themselves.
- Improves their academic performance and general knowledge.
- Organizes **Elocution, Debate, and Quiz competitions** in intra-college as well as inter-college level.

Drama Club: 'Oishiki'

Drama by definition is a composition in verse or prose intended to portray life or character or to tell a story usually involving conflicts and emotions through action and dialogue and typically designed for theatrical performance. Mentors of 'Aishiki', the drama club of the College, is in constant search of talents of theatrical performance, within our students, teachers, and also non-teaching staffs. 'Aishiki' –

- Produced a number of remarkable drama performances so far in College Annual Social, Re-union.
- Apart from stage performances, this club conducts regular workshops for the students to generate enthusiasm, involvement, and passion for drama.
- Organizes drama competitions for the students.

Photography Club: 'Zoom In'

Be it static or moving, Photography not only captures a scene for a particular moment, it draws and reflects the imaginative mind of the photographer. Frame of a beautiful photograph portrays endless statements which are very tough and sometimes impossible to state through literary words. 'Zoom in', the Photography Club of the College not only covers the topics of Photography in the university syllabus, but also put its best effort to encourage the member students and faculties, so that they can feel a sense of involvement with the intricate technicalities of Photography.

Salient features of this club are:

- Conducting classes, workshops, and seminars on Photography in a regular basis.
- Inviting experts to share their valuable experiences and views.
- Encouraging members to participate in various Photography competitions and shows with their grabbed images using still and video cameras of the College.
- Organizes Photography competition in the College.
- Giving logistic support to all departments of the College in number of academic and non-academic events, to build a rich repository of images and pictures for College Archive.

Nature Club: 'Go Green'

Nature Club 'Go Green' of Muralidhar Girls' College considers care for nature as a co-curricular activity of the students. The mission of 'Go Green' is:

- to get the uninitiated to enjoy and care for nature.
- to spread awareness about the economic, cultural, scientific and aesthetic values of environment.
- to nurture and help the environment regenerate.
- to explore the nature through **trekking, rock climbing, photography**, which are close to nature through various programs and are open for the student, teacher, and non-teaching staff, who is interested regardless of experience.
- to maintain and preserve the lands and waterways through a single, self-reliant, low impact lifestyle through sustained contribution and conservation efforts by everybody.
- to spread interest and knowledge about wildlife, forests and the environment among us.
- to make everyone concerned to protect the fauna and flora and undisturbed examples our natural resources.
- to provide opportunities to acquire attitudes, values and skills needed to protect and improve the natural environment.

Public Speaking, Communication Skills Development-

- Students are engaged in Micro-Teaching, Group Discussion methods to boost up their communication and speaking abilities.
- The College has interactive clubs (above mentioned) for the students and they are encouraged to participate in various interactive competitions within the college and in other colleges / platforms.
- Spoken English course (3 months duration) for the students to develop communication skills.

Health And Hygiene -***College keeps watchful eye on-***

- Safe Drinking water through periodical testing by approved bodies.
- Healthy food of Canteen through monitoring of menu items, cooking media etc.
- Free Hand exercise through Yoga.
- Breathing exercises.
- Gymnasium.

- Regular housekeeping and cleaning operations of college building, bathroom. Cleaning of surrounding areas of college with the help of NSS and Kolkata Corporation.
- Spreading awareness on 'Swachh Bharat' avijan.

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the future planned expansions if any).

Since its establishment in 1940, the college has been making efforts to augment its infrastructure to keep pace with its academic growth and achievements. Because of shortage of available land and age of the building limited horizontal and vertical expansion could be made over the years. Strategic efforts are made for the augmentation and optimal utilization of the available infrastructure to accommodate requirements of 18 subjects and to ensure that it is in line with its academic growth. Apart from undertaking the expansion of 4th floor for students' indoor sports facilities, gymnasium and common room, installation of Lift and renovation of the existing infrastructure, the college has upgraded the laboratories and added additional instruments and equipment in the laboratories. IT infrastructure has been augmented with the addition of computers, software, CCTV cameras, LCDs, Biometric Attendance System and improved internet connectivity. The details of the initiatives taken for augmentation and the amount spent for it are given below:

The detail of the amount spent during last four years and the detail of augmentation and renovation of infrastructure is given in the tables given below:

Year	2011-12	2012-13	2013-14	2014-15
General fund	-	₹105000	-	-
Development fund	₹190000	₹64000	-	₹1675000
Repairing fund	₹85748	₹355126	-	₹2695000
Government Grant & MLAD	-	-	₹19,00,000 ₹10,00,000	₹70,87,489
Year	Augmentation of Infrastructure			
2010-11	Repairing of furniture and fixtures			
2011-12	Renovation of roof-top			
2012-13	Restructuring of Media lab, Chemistry lab, Accounts room			
2013-14	Construction & Installation of Lift			
2014-15	Renovation of entire building			

Optimum Utilization of Infrastructure

The available infrastructure is furnished with furniture and required equipment to facilitate teaching-learning and research and efforts are made for its optimal utilization. Apart from the regular college activities,

- The college provides its premises for social outreach programmes like Pulse Polio, Blood Donation Camps and for conducting various

types of exams of Banks, Insurance Companies, University (NET), AIIMS, College Service Commission (SET) and Staff Selection Commission on Sundays.

- The District Administration also uses the college premises during all elections for preparing voter cards, setting up voting booths and preparing Aadhar Cards.
- The College premises is also used for holding IGNOU Study Centre classes in the evening and Sundays.
- The infrastructure is also used for organizing activities like spoken Sanskrit class during holidays in the college premises.
- Short term computer courses, Spoken English classes, coaching classes for the various entrance exams and some job oriented programs are also conducted by various departments.
- To ensure optimum utilization of its infrastructural facilities, the library remains open from 9 am to 6 pm.
- The smart classroom/seminar hall and learning resources are shared by all departments to ensure their optimum utilization.

Future Plan for expansion of physical infrastructure:

In the near future, the college plans to make the following additions to the existing facilities:

- **Hostel Facility**
- **Wi-Fi Campus**
- **E- Notice Boards**
- **Online Attendance System of students**
- **More computers and smart rooms**
- **Expansion of Solar Photovoltaic Power Plant capacity**
- **Installation of a new soundless generator replacing the current one.**
- **IT through distributed architecture**

Master Plan of the college is enclosed in Annexure VI

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

The institute ensures that infrastructural facilities meet the requirements of the students with physical disabilities. The institution is committed to accommodate needs of the physically challenged students. The college infrastructure has ramp at the entrance. Lift, rails in the corridors and special toilets are there for use of these students.

4.1.5 Give details on the residential facility and various provisions available within them:

- **Hostel Facility –**
- **Recreational facilities, gymnasium, yoga center, etc.**
- **Computer facility including access to internet in hostel**
- **Facilities for medical emergencies**
- **Library facility in the hostels**
- **Internet and Wi-Fi facility**
- **Recreational facility-common room with audio-visual**

equipments

Hostel Facility: The College has no separate construction for Hostel, till date. The College plans to provide this facility in the near future. The Principal is making sincere efforts to procure land for constructing the hostel building. Meanwhile the students from outside areas reside in paying guest accommodations available in the neighbourhood of the institution. Since the college is situated in the heart of the city, such accommodations are available. in the houses adjoining the college campus

Recreational facilities, gymnasium, yoga center, etc.

Gymnasium- Since the year 2000 the College has its own Gymnasium housed in the ground floor of the college building. For the last two years the Gymnasium was closed due to massive renovation work of the college building by PWD. Currently the gymnasium has been renovated and located on the 4th floor of the college building. The gymnasium has:

- Walker
- Treadmill
- Stretcher
- Skipping rope
- Dumbbells
- Exercise Bench etc.

Yoga center-

- The College encourages for safer and stronger Yoga and meditation practices under the supervision of an appointed Yoga trainer.
- Room with proper ventilation, lighting is provided to accommodate 30 students at-a-time for Yoga training and practice.
- Students get enrolled in Yoga Club.
- The Trainer conducts a pre-yoga counseling for students.
- Audio-visual presentation and Yoga show by professional group are held to display Yoga poses and Asanas.
- Attendance register copy is maintained for Yoga classes.

Computer facility including access to internet in hostel

- Not available.

Facilities for medical emergencies

- Health Unit members are available with emergency medical kit having emergency medicine, bandage material, BP checker, Sugar Checker etc. as per doctor's advice.
- College appointed visiting doctor, and doctor-on-call is available.
- NCC and NSS helps in case of medical emergencies.
- Emergency ambulance service.
- College provides fund for emergency hospitalization.

Library facility in the hostels-

- Library facility in the hostels does not arise as there is no Hostel facility available. But the College has a Morning Library option

for Non-Resident students.

Internet and Wi-Fi facility

- 24X7 High Bandwidth internet connection from BSNL is available to support academic / non-academic / Research / students projects / library / office / administrative activities.
- Internet connectivity is shared through LAN switches and cables to all the Seminar Rooms / Teacher's room / Library / Office / Principal's room / IQAC room.
- Separate internet dongles are also used for emergency purposes.
- Firewall and Licensed copies of total internet security system are installed in every computer system.

Recreational facility-common room with audio-visual equipments

To get rid-off monotony, students are encouraged to spend quality times in college common room, which is equipped with:

- Indoor games facility like, Table Tennis board, Carom Board etc.
- Sound system to hear music.
- TV to watch local, national, and international events and films.
- Floor to practice dance.

4.1.5 Give details on the residential facility and various provisions available within them.

- The college does not provide residential facility for staff and occupancy. However there is room for the caretaker.
- Provision for constant supply of water from Kolkata Municipality, and college Deep-Tube-Well are there. Water purifiers and coolers are installed to provide safe drinking water.
- Underground water reservoirs, roof-top water tanks, and pipes are regularly cleaned and sanitized to avoid water contamination.

There is future plan to test the Arsenic level through Government approved laboratories.

Security-

- 24X7 security guard is deployed to keep strict vigil on vital entry and exit points of the College.
- Extra Night guard is provided apart from college caretaker.
- CCTV system is installed in each floor, entry-exit points, library, teacher's room, office and accounts room, Principal's room.
- Local police station is informed to deploy police personnel at the time of any untoward incident, agitation of large scale, university and other vital examination days etc.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

- Health Insurance scheme (ESI) is introduced for the college appointed staff whose monthly income is upto ₹15,000/-

- Free Medical Camps organized in the College in collaboration with different Government and Non-Government agencies.
- Blood donation camps are held.
- Seminars are held on various blood transmitted diseases (like AIDS, Thalassemia), Child care and Nutrition related issues in collaboration with State Health Department, Medical institutions.
- Alumni Association organizes Health Camps, Eye Testing Camps, and Women Health related issues.
- Free essential medicines are available from health care institutes.
- Health Unit members are available with Medical Kit having essential medicine, bandage material, Blood Pressure Checker, Sugar Checker etc. as per Doctor's advice.
- College appointed visiting doctor, and doctor-on-call is available.
- NCC and NSS helps in case of medical emergencies.
- Emergency ambulance service.
- College provides fund for emergency hospitalization.

4.1.7 Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counselling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

Details of the Common Facilities available on the campus:

IQAC:

- Following NAAC guideline, the College Internal Quality Assurance Cell (IQAC) is functioning since the year 2004. IQAC has its own room and operational infrastructure since inception, currently which is placed in the 1st floor of the College building.
- The room for IQAC has dedicated computer systems, internet connection, multipurpose printer (Scan, Print, and Photocopy), phone connection with STD facility, FAX machine, digital projector, AC machine etc.

Grievance Redressal unit and Women's Cell:

- The college has Grievance Redressal Cell, The Internal Complaints Committee (ICC) and the Anti-Ragging Committee as per UGC guideline. The function of the cells is to address the complaints from the students and places to IQAC for remedial measures.
- A Grievance Redressal Box is there in the ground floor of the College to collect grievances of the students in written format.
- There is provision to take Legal advice from experts, by the ICC. Seminars and Debates are organized by the Cell to spread awareness on gender based issues, gender sensitization etc.

Counselling and Career Guidance & Placement Unit:

- A well thought Career Development and Placement structure under the supervision of Career Development & Placement Cell.
- Along with internal members, prospective employers and career counselors are also inducted into the Cell as a visiting member.

- Pre-Counseling is done for the students to judge their competence level in Vocational Training, Service Sector jobs and Higher studies. The College has built collaboration with NGOs, Government agencies to train the students so that they can be fit for the job market demands.
- Soft Skill development classes (IT enabled services training and Spoken English class) are regularly held for 1st, 2nd, and 3rd year students. At the end of each training program, certificate is issued to the participating students.
- Career talk, Career seminars are regularly held. Alumni Association helps a lot in this regard. Career and Placement related books, periodicals, newspapers are purchased in the college library.
- Placement drive is taken for the final year and pass-out students.

Health Centre:

College Health Unit / Centre have the following functions, which they meticulously perform. These are-

- Medical Kit having essential medicine, bandage material, Blood Pressure Checker, Sugar Checker etc. as per Doctor's advice.
- College appointed visiting doctor is available.
- Free essential medicines are available.
- Blood donation camps are held.
- Free Medical Camps are organized.
- Seminars are held on various blood transmitted diseases (like AIDS, Thalassemia), Child care and Nutrition related issues.
- Health Camps, Eye Testing Camps are organized by Alumni Association.
- NCC and NSS helps in case of medical emergencies.
- Emergency ambulance service.
- College provides fund for emergency hospitalization.

Canteen:

- The College provides separate space exclusively for Canteen with seating arrangement.
- Monthly subsidy is given to run the canteen.
- Students, Teachers, and Non-Teaching staffs get quality food from the canteen.
- Half an hour tiffin time is allocated in the routine.

Recreational spaces for staff and students:

- The college takes care to provide recreational facilities to the students. Infrastructural provisions for this cause include a fully equipped gymnasium, common rooms, facilities for indoor games, tennis, a yoga hall, Educational trips are organised from time to time. Staff picnic is arranged every winter.

Safe drinking water facility:

- Provision for constant supply of water from Kolkata Municipality, and college Deep-Tube-Well are there. Water purifiers and coolers are installed to provide safe drinking water.

- Underground water reservoirs, roof-top water tanks, and pipes are get regularly cleaned and sanitized to avoid water contamination.
- Planning is being done to test Arsenic level through Government approved laboratories.

Auditorium:

- Smart-Room (having Smart-Board, LCD Projector, Sound System, comfortable chairs, Computer Set, Internet connection) is there in the College to be used as auditorium for conducting Seminars, Workshops, and important meetings.
- In addition a makeshift auditorium is there with seating capacity for 200 participants.

Lift:

- The College has installed the lift for the staff and specially for the PWD students

CCTV:

- 36 CCTV Cameras have been installed at key positions in the college to ensure security of students and staff and to monitor day to day working in various laboratories and offices.

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

The college has the General Library and separate Seminar libraries for all departments. The library has a rich collection of about 40,000 books on various subjects such as Languages, Social sciences, Life sciences, Computer Fundamentals, General Knowledge and other related areas. The library has also subscribed to 15 journals and magazines and newspapers. The library has an Advisory committee comprising the following members:

- 1) Smt. Bangasree Dey
- 2) Smt. Pritha Dey
- 3) Smt. Sujata Chatterjee
- 4) Smt. Nilanjana Banerjee
- 5) Dr. Krishna Dutta
- 6) Dr. Nihar kanti Mondal
- 7) Dr. indrani Raha

The committee takes following initiatives to make the library, student / user friendly:

- Proper allocation of the budget is ensured and new titles are added every year in consultation with the concerned departments.
- The information regarding new arrivals is also given through the college notice board.
- The new titles are displayed on the display boards at the entrance of the library.

- The library staff keeps the faculty and the students updated regarding its latest acquisitions.
- Old question papers of final exams in all the subjects are made available to the students.
- The browsing centre provides access to e-learning resources.
- Regular upgradation of softwares and other ICT facilities is ensured.
- The library staff is student and teacher friendly and helps them to make the best use of the resources.
- It takes remedial actions towards grievances expressed by the faculty and students.

4.2.2 Provide details of the following:

- **Total area of the library (in Sq. Mts.)- 82.344 sq mt.(2355 sq ft)**
- **Total seating capacity - 80**
- **Working hours (on working days, on holidays, before examination days, during examination days, during vacation)**
From Monday to Friday- 9.00 am to 6.00 pm (1.45pm to 2.00pm recess)
Saturday – 10.30am to 4.00pm
During summer recess the library remains open from 11.00am to 3.00pm from Monday to Friday.
Annual stocktaking of books and other internal operations are conducted in this period.
- **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)**
 - Information section where information regarding new arrivals is displayed.
 - Reprography section where photocopy facility is provided.
 - Periodical section where a good number of latest magazines are displayed.
 - Circulation section facilitates issue and return of books and reading materials.
 - Technical section includes classification, cataloging and maintenance of books.
 - Browsing section is a resource centre for the staff and students to surf internet and download material as and when required.
 - Text book section contains text books as per the syllabi.
 - Stacking area where books for each subjects are kept in separate almirahs.
 - Reference books are kept separately and are accessible to all.
 - Reading zones for both undergraduate and postgraduate students.
 - Property Counter where students can drop their bags safely.

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount

spent on procuring new books, journals and e-resources during the last four years.

Library holdings	Year -1 2011-12		Year – 2 2012-13		Year – 3 2013-14		Year – 4 2014-15	
	No.	Total Cost (₹)	No.	Total Cost (₹)	No.	Total Cost (₹)	No.	Total Cost (₹)
Text books	800	2,15,246.50	267	13,038.50	500	2,12,582.00	351	99339.00
Reference Books	271				90			
Journal/ Periodicals	14	10,195.00	15	10,685.00	13	13,963.00	13	14,220.00
e-resources					N- LIST	5000.00	N- LIST	5000.00
Any other (specify)								

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- **OPAC:**
Online Public Access of the library catalogue is available on college intranet.
- **Electronic Resource Management package for e-journals:**
The college library subscribes to the N-List scheme of INFLIBNET.
- **Federated searching tools to search articles in multiple databases: Nil**
- **Library Website**
The college website www.muralidhargirlscollege.org gives information about the library.
- **In-house/remote access to e-publications**
Future Plan- In-house/ remote access to e-publications through INFLIBNET.
- **Library automation-** Library has a computerized database. The circulation process is also computerized.
- **Total number of computers for public access: 5**
- **Total numbers of printers for public access: Nil**
- **Internet band width/speed :1mbps**
- **Institutional Repository: Nil**
- **Content management system for e-learning: Nil**
- **Participation in Resource sharing networks/consortia (like Inflibnet)**

There is participation in INFLIBNET which enables the students and staff to access valuable e-resources and download study material from websites falling under UGC-INFLIBNET digital library consortium.

4.2.5 Provide details on the following items:

- **Average number of walk-ins - 50 (students and teachers)/ day**
- **Average number of books issued/returned – 40/day**
- **Ratio of library books to students enrolled - 25:1 (39577/1567)**
- **Average number of books added during last three years - 403 (1209books /3)**
- **Average number of login to opac (OPAC): 10**
- **Average number of login to e-resources: 5**
- **Average number of e-resources downloaded/printed: 2**
Number of information literacy trainings organized - Students orientation programme is organized to aware the new students about the library operations as well as the library resources. The college library became member of the American library. The college participated with our students in a library orientation programme conducted by them on 10.09.15. There the students visited the library and also watched a documentary film on women empowerment, showed by the American library authority.
- **Details of “weeding out” of books and other materials**
‘Weeding out’ of books and other materials- In 1012, severely damaged and some out of syllabus books of both seminar and central library were discarded according to GB resolution. News paper and back vols. of magazines are also weeded out time to time.

4.2.6 Give details of the specialized services provided by the library

- **Manuscripts- Nil**
Reference - Both students and teachers come with their query and all our staff members try to meet that with the available resources.
- **Reprography-** The Library now provides Xerox facility to its readers. This enables them to get the required and non-issuable reading material Xeroxed at very nominal rates.
- **ILL (Inter Library Loan Service) -** If we don't have the user's required document in our library, we try our level best to loan the document from Ramkrishna Mission Institute of Culture, Golpark, Javadpur University, neighbouring colleges etc.
- **Information deployment and notification (Information Deployment and Notification) – Yes**
- **Download-** Syllabus, E-mail data, search material from internet
- **Printing: Nil**
- **Reading list/ Bibliography compilation -** This service is provided by our library.
- **In-house/remote access to e-resources:** Under N-List programme of INFLIBNET members login for accessing the e-resources.
- **User Orientation and awareness:** With the start of every new session students are acquainted with layout of the library. The library staff guides them about using the services and e-resources provided by library.

- **Assistance in searching Databases:** Library staff is available to assist its readers in browsing the databases.
- **INFLIBNET/IUC facilities:** The college library subscribes to the N-list scheme of INFLIBNET.

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

The library has six staff members. All of them are user friendly. Students always feel free to ask them any query. Students get regular help in searching catalogue. We have open access system for teachers and also the staffs help them to locate the book. We display new arrival list and provide current awareness service to our users.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

The library staff helps such students in every possible way. The physically challenged students (if any) are given top priority while issuing the books. These students with special needs are also guided and helped by their class fellows. However, no visually impaired student has got admitted this year.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

Yes, the library gets the oral feedback as well as through feedback form from its users in the form of complaints, suggestions and recommendations. The library committee analyses these complaints and suggestions and forwards them to the Principal for appropriate action. On the basis of this feedback significant improvements have been made in the previous years.

4.3 IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

- **Number of computers with Configuration (provide actual number with exact configuration of each available system)**
- **Computer-student ratio**
- **Stand-alone facility**
- **LAN facility**
- **Wi-Fi facility**
- **Licensed software**
- **Number of nodes/ computers with Internet facility**
- **Any other**

Number of computers with Configuration (provide actual number with exact configuration of each available system)

Department	No. of Computer(s)	Configuration
Principal's Room	1	
Teacher's Room	1	DESKTOP INTEL DUAL CORE
Economics	1	HP DESKTOP P2-1255 IL ,UPS, MS- WIN 7HB, SPEAKER
Economics	1	DESKTOP HCL CORE i3 AC2V0184
Economics	1	LAPTOP
Botany	1	HP LAPTOP with BAG HP Pavilion g6 with PRINTER CANON E510
Geography	1	DELL –LAPTOP with BAG VOSTRO – 2310M :
Geography	4	DESKTOP – PENTIUM 4 / DUAL CORE
Psychology	1	HP – DESKTOP HP-P2-1331IL; PRINTER- HP DESKJET 1000
English	1	HP DESKTOP P2-1255 IL ,UPS, MS- WIN 7HB, SPEAKER
Bengali	1	HP DESKTOP P2-1255 IL ,UPS, MS- WIN 7HB, SPEAKER
Journalism & Mass Comm.	5	HP DESKTOP Pavilion P2-1257 IN (H1P85AA)
Journalism & Mass Comm.	1	HP DESKTOP P2-1255 IL ,UPS, MS- WIN 7HB, SPEAKER
Journalism & Mass Comm.	1	HP LAPTOP with BAG-Pavilion g6 (B6U30PA)
Journalism & Mass Comm.	13	Dual Core 1 st Generation
Film Studies	1	DESKTOP INTEL DUAL CORE
Education	1	HP LAPTOP with BAG HP Pavilion g6 with PRINTER CANON E510
Sociology	1	HP LAPTOP with BAG-Pavilion g6 (B6U30PA)
Philosophy	1	HP DESKTOP HP-P2-1332 IL; PRINTER CANON AIO 287
History	1	DELL DESKTOP 2KPYD A00 with CANON PRINTER E510
Library	1	DESKTOP
Library	2	DELL DESKTOP
Library	5	DESKTOP
General & Cash Section	3	DESKTOP i3
General & Cash	2	DESKTOP INTEL DUAL CORE

Section		
General & Cash Section	1	DESKTOP INTEL P4
Accounts	2	DESKTOP i3
Career Counselling	1	DESKTOP
Career Counselling	1	LAPTOP
Remedial	1	DESKTOP INTEL DUAL CORE

Computer-student ratio – 5:1. Students are allowed to access all computers on rotational basis.

Standalone facility - Refer to the above list of Computers.

LAN facility- All department seminar rooms, Laboratories, Library, Accounts & Pay-Roll section, General & Cash section, Biometric, Solar Photovoltaic Power Plant are connected through LAN connection shared from the Workstation in Principal's Room. For detail refer to the diagram of IT infrastructure.

Wifi facility - College is planning for Wifi installation.

Licensed software-

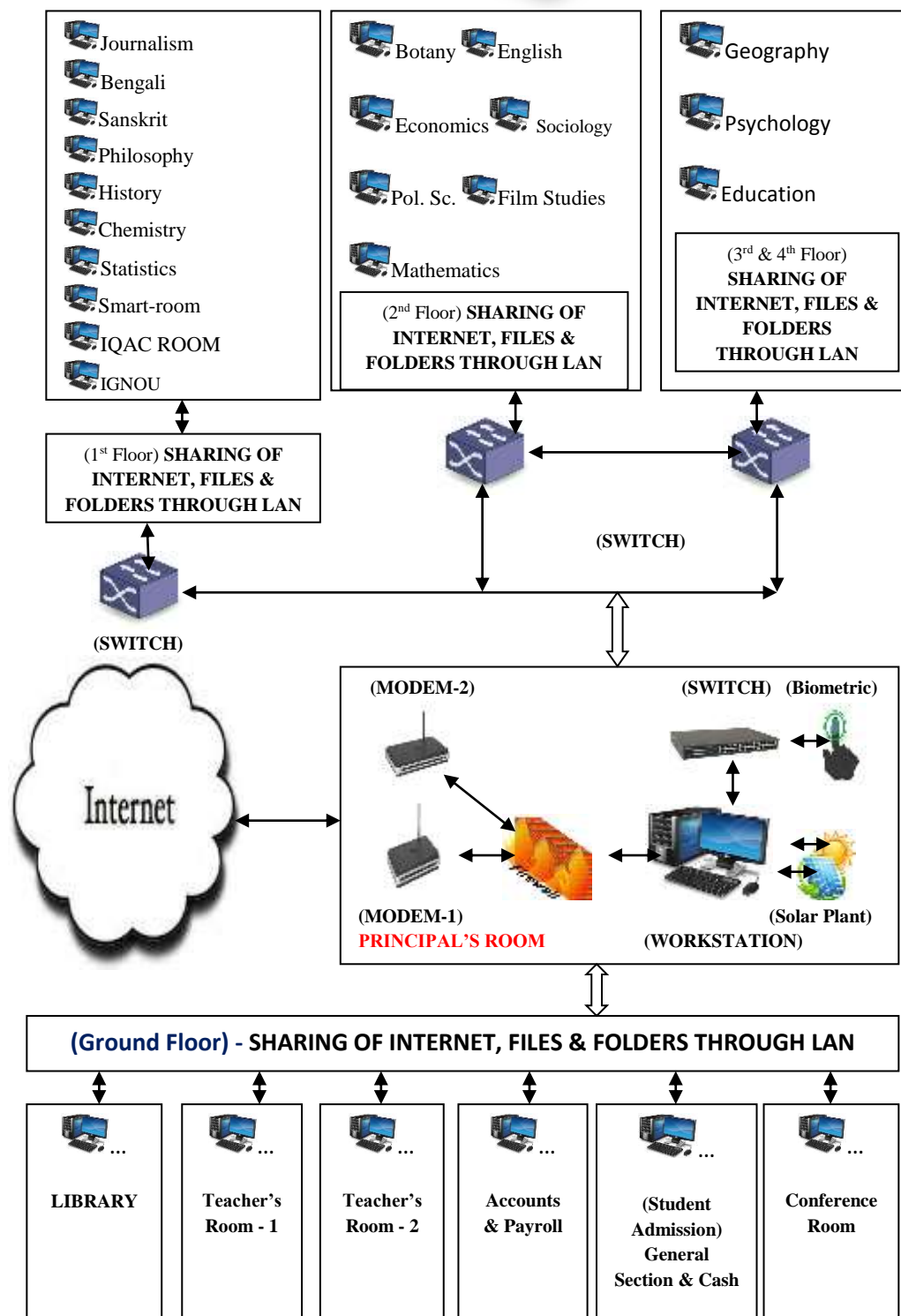
- All the Desktop and Laptop computers of the College are Licensed Antivirus Software protected.
- MS-Office 7
- MS-Windows operating system
- Pinnacle Studio video image processing software
- Bangla software

Number of nodes/ computers with Internet facility - Refer to the diagram of IT infrastructure.

Any other –

- Television sets (CRT and LCD)
- VCD (digital)
- VCR (digital)
- LCD Projectors
- Still Camera (both analogue and digital)
- Handycam (both analogue and digital)
- PD Camera with accessories
- Audio recorder (both analogue and digital)
- Tape recorder
- Microphone
- Speaker
- Headset
- Printer (DMP, Deskjet, Laserjet)
- Scanner
- Photocopier
- FAX
- Smartboard
- Public Addressing system

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off campus?



4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

The college makes dedicated efforts for infrastructural upgradation. Every year, the college ensures that IT facilities are augmented and upgraded as per the requirements, by purchasing new hardware as well as software for different departments/offices/cells.

4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

There is flexibility in annual budget allocation for procurement, upgradation and maintenance of the computers and their accessories. Due to increase in strength of students and rapid development in the field of IT sector, the college has added computers with latest configuration, printers, projectors, projector screens, LCDs, Laptops, CCTV Cameras, scanners, Biometric machine, Photocopier machines over the last few years. Latest networking in computer labs, internet connection and Smart class room equipment have also been provided. For maintenance and upkeep of the computers and other IT infrastructure budgetary provisions are made.

	2012-13	2013-14	2014-15	2015-16
Computer*	0	0	0	5,00,000
Computer Maintenance & Stationary	61554	48037	91454	1,00,000
Computer Software Development	13520	91000	-	125,000

*All purchase of computer was done from UGC Fund

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

The institution facilitates extensive use of ICT resources including development and use of computer-aided teaching/ learning materials to its staff and students.

- All departments are encouraged to use Smart class rooms having various ICT facilities.
- There is provision of adequate computer facility for the faculty. Faculty members are also provided with internet browsing facility for preparation of teaching/learning materials.
- Well-equipped computer Labs with latest computers, projectors and printers in the college are accessible to both faculty and students.
- Internet facility and e-library is thrown open to the faculty members for accessing learning resources.
- Internet connectivity is available in the entire institution through wired and wireless connectivity.
- For encouraging ICT based teaching and learning, the college also organizes training sessions on the use of Smart class rooms.
- The computer in-charge is always available for any need based assistance in the use of ICT.

- CCTV: College labs and important places are under CCTV surveillance.
- Website: The college website muralidhargirlscollege.org provides information about the college and all its activities.
- Biometric Machine: A Biometric Machine is installed in the college. It helps in automation of attendance of the employees and can help in tracking the in and out time of employees and total work duration.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

- Thrust is given to ICT (Information and Communication Technology) enabled teaching-learning process to make it effective and more student centric. Various ICT enabled facilities are provided to all departments.
- The college has been conducting Workshops for the faculty on the use of computers.
- Computer Labs, Smart class room, LCDs, Projectors, printers, scanners are available to facilitate computer aided teaching and to enrich the teaching learning experience.
- OPAC (Online Public Access of the library catalogue) will be made available soon.
- The college library subscribes to the N-list scheme of INFLIBNET. There is participation of library in INFLIBNET which enables the students and staff to access valuable e-resources and download study material from websites falling under UGC-INFLIBNET digital library consortium.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

- College library uses N-LIST programme to give access all the faculty members and students.

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

The college has made adequate arrangements for the maintenance and upkeep of the college infrastructure. The Governing Body ensures that sufficient funds are allocated for the maintenance and upkeep of the

infrastructural facilities.

Based on need assessment, proper allocation of budget is made for procuring equipment, furniture, computers and for undertaking the renovation of existing infrastructure.

Details of budget allocated and utilized during the last four years.

Sl No.	Particulars	2011-12	2012-13	2013-14	2014-15
1	Building Renovation				
	General Fund	-	105,000	-	-
	Development Fund	190,000	64,000	-	167,5000
	Repairing Fund	85,748	355,126	-	269,500
2	Equipment				
	UGC Grant	194,465	16,42,892	2,12,513	1,16,663
	State Grant	69,458	1,51,724	-	29,742
	Development Fund	-	1,10,000	-	-
	General Fund	2,400	8,18,644	-	-
3	Furniture				
	UGC Grant	20,434	-	-	-
	State Grant	15,200	44,250	-	-
	General Fund	-	-	11,400	-
4	Others				
	Biometric, ACs	-	-	-	19,600

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

- The Building Committee looks after the maintenance and upkeep of the infrastructure, facilities and equipment of the college.
- The college also uses the expertise of the architects and interior decorators for the building upkeep.
- The heads of the departments maintain property and stock register. Annual stock taking is conducted at departmental level and the report is submitted to the Principal.
- The Internal Auditor maintains the General Asset register.
- The college has appointed security guards to keep a constant vigil on the college infrastructure.
- CCTV cameras have been installed at all key positions.
- Residential facility is also provided to 2 Group-D employees to ensure safety, security and cleanliness of the campus at all hours.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?

- Annual maintenance and repair of the infrastructure and equipment is undertaken by the college in a systematic manner.

- Day to day cleaning is carried out by the staff appointed for cleaning and maintenance.
- The computers, electronic devices and other equipment are maintained and repaired through the funds available in the institution.
- Budgetary provisions are made for maintenance of both equipment and infrastructure.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

The college has specified places for the sensitive equipment like electricity generators, water purifiers, chemicals and scientific instruments.

- The college has installed Electricity Meter with proper arrangements for handling voltage fluctuations.
- There is overhead water tank with submersible water pump for regular supply of water. Underground water reservoirs, roof-top water tanks, and pipes are get regularly cleaned and sanitized to avoid water contamination.
- The laboratory staff maintains the scientific instruments and Chemicals.
- There is provision of electrician for the upkeep of electrical equipments and their maintenance.
- The college has AMC with the firms for the regular and routine check-up and upkeep of the water purifiers.

Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

Nil

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus /handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes, the College publishes its updated prospectus annually. It provides not only an overview of the College but also projects the unique features of Muralidhar Girls' College.

- The prospectus highlights the history of the College, its Vision and Mission, the composition of the Governing Body, composition of the Internal Quality Assurance Cell, list of teaching and non-teaching staff, the details of the various programmes offered in the College such as eligibility criteria, fees structure and other admission procedures, rules and regulations, attendance and leave particulars, library rules and regulations, general discipline, extra-curricular activities, fee concessions and scholarships, all facilities and activities of the college and the Academic calendar. The prospectus informs the student regarding the detailed distribution of syllabus in different terms.

The commitment and accountability of the Institution is ensured from the following:

- The fees are fixed for all the courses as per stipulations of the State Government. The College does not collect capitation fee. Detailed fee structure is published in the prospectus. Admissions to all the programmes are made purely on the basis of merit as per the reservation policy of the Government and declared intake capacity. This can be verified from the merit lists published by the College prior to the admissions.
- The institution takes all possible steps for curricular implementation and the teachers of the institution try to follow the schedule thoroughly. The examination and result schedules are also maintained.
- Even before admission, the students receive comprehensive information about college, its departments, faculty, and the various programmes it offers through the prospectus uploaded in our website. Having all the information at their disposal, the students can make an informed choice.
- Student feedback

5.1.2 Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

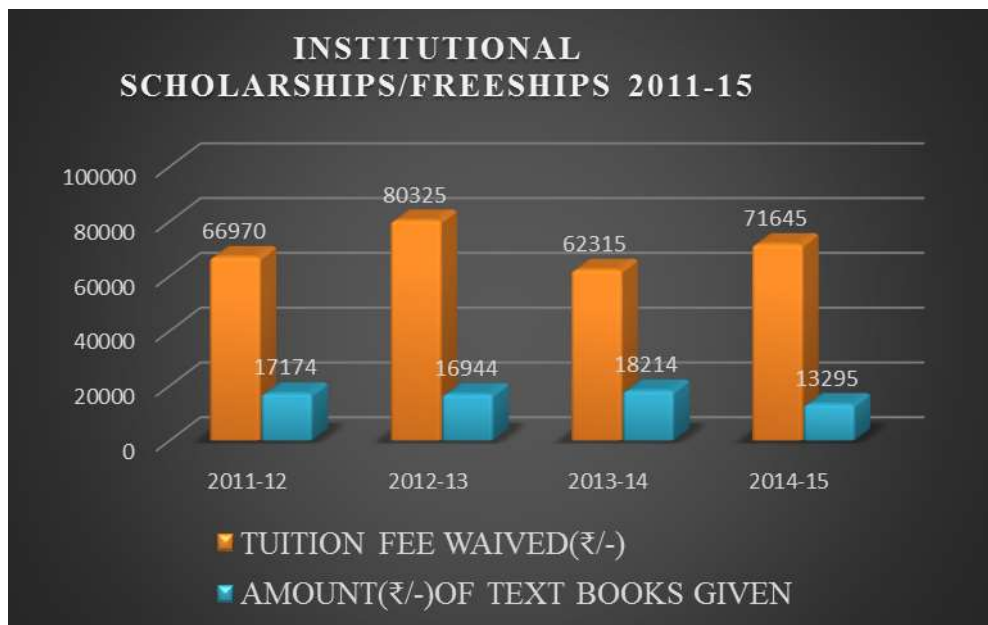
Freeships and/or fees concessions and books are provided by the College to students, who are regular in classes, having good results,

but are economically weak and do not receive any other stipend or benefits from the government. The concessions are given to the students of all three years from the Students' Aid Fund immediately after their admission. The following two table represents the aid given to the students from the College.

TUITION FEES WAIVED AGAINST STUDENTS' AID FUND																
YEAR	2011-2012				2012-2013				2013-2014				2014-2015			
CLASS	I	II	III	TOTAL	I	II	III	TOTAL	I	II	III	TOTAL	I	II	III	TOTAL
SUBJ-ECT																
BOTA	2			2		1		1	2		3	5		2	1	3
BNGA	5		7	12	1	4	1	6		1	4	5	4	1	1	6
EOCA	1			1	1			1	3			3		1		1
EDCA		3		3			3	3	1			1		1		1
ENGA	1			1		1	1	2	1			1	1		1	2
GEOA		1	1	2	2		1	3	4	4	1	9	6	2	4	12
HISA					5	1		6		6	1	7	2		4	6
JORA			2	2					2		2	4	2	5		7
PHIA	1	2		3	3	1	2	6	1	3	1	5	1			1
PLSA		2	1	3	8		2	10	1	7		8	3	2	5	10
PSYA	4			4		1		1		3	1	4	3	1	3	7
SANA		1	4	5	5			5		5		5		1	3	4
SOCA																
BA/GEN	12	7	9	28	26	8	5	39	2	24	13	39	12	3	23	38
BSc/GEN		1	1	2			1	1		2	1	3			1	1
TOTAL	26	17	25	68	51	17	16	84	17	55	27	99	34	19	46	99
AMT (₹)	24360	16980	25630	66970	48060	15510	16755	80325	13950	31505	16860	62315	21170	17955	32520	71645

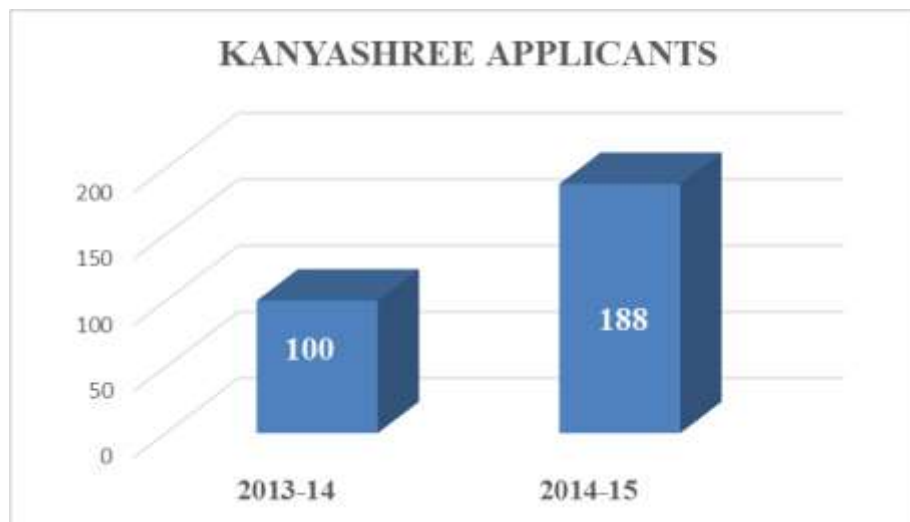
Apart from fee concessions/waiver, students are also provided with text books as per their syllabus.

TEXT BOOK ISSUED FROM STUDENTS' AID FUND																
YEAR	2011-2012				2012-2013				2013-2014				2014-2015			
CLASS	I	II	III	TOTAL	I	II	III	TOTAL	I	II	III	TOTAL	I	II	III	TOTAL
SUBJECT																
BOTA	2								1		2					
BNGA	5		7		1	2	1				2		3			
ECOA					1				1							
EDCA	2	3					3		1							
ENGA	1					1	1						1			
GEOA		1	1				1		1	1						
HISA					4	1				1	1		2		2	
JORA			2						1							
PHIA		2			2	1	2		1		1		1			
PLSA		1			8		2		1	3			2	1	2	
PSYA	2										1		2			
SANA	1	1	2		4					4				1	3	
SOCA																
BA/GEN	1	1			1				2	2					2	
TOTAL	14	9	12	35	21	5	10	36	9	11	7	27	11	2	9	22
AMOUNT	₹17174/-				₹16944/=				₹18214/-				₹13295/-			



5.1.3 What percentage of students receive financial assistance from state government, central government and other national agencies?

- On the average, every year students who belong to SC/ST/OBC category receive backward class stipend.
- On the average, every year students who belong to Minority category receive minority class stipend
- Kanyashree Prakalpa –a state Government venture under the Department of Women Development and Social Welfare in which unmarried female students between 18-19 years, whose family income is equal to or below ₹ 1,20,000/- are given a stipend of Rupees 25,000. Primary objective of the scheme is protecting and empowering all adolescent girls; curb down the tendency of drop-out; save them from early marriage and enabling environment for elevating the education, health and nutrition status of women and children. The college uploads the applications of the eligible students.



5.1.4 What are the specific support services/facilities available for

- ✓ Students from SC/ST, OBC and economically weaker sections
- ✓ Students with physical disabilities
- ✓ Overseas student
- ✓ Students to participate in various competitions/National and International
- ✓ Medical assistance to students: health centre, health insurance etc.
- ✓ Organizing coaching classes for competitive exam
- ✓ Skill development (spoken English, computer literacy, etc.,)
- ✓ Support for “slow learners”
- ✓ Exposures of students to other institution of higher learning/ corporate/business house etc.
- ✓ Publication of student magazines

Students from SC/ST, OBC and economically weaker

sections:

- As per the government reservation quota, seats are reserved for SC (22%); ST (6%); OBC-A (10%); OBC-B (7%) and PWD (3% of all category) students along with marks relaxation. Students from SC/ST, OBC and economically weaker section receives scholarships / stipend from State Government.

Students with physical disabilities

- Infrastructural facilities like the entrance ramp and the lift allow challenged students to operate wheel chairs if required. The counselling staff of the college is especially mindful of their needs, and is ready to motivate and stand by them. 3% reservation in every category is maintained as per Government norms.

Overseas student

- The college doesn't have any overseas student in the current academic year. However there is provision of admission as per University guidelines.

Students to participate in various competitions/National and International

- Students are encouraged to participate in various intra and inter college competition for which they are awarded during the annual social. The faculty readily extend their suggestion and expertise. If financial help is required, the college is ready to provide it.

Medical assistances to the students

- The college has an assigned sick room with basic amenities. First Aid is also available to tide over emergencies. We also have arrangement with a well-known medical practitioner, who visits our college on a regular basis and checks on our students. We also have basic medical equipment such as stretcher and wheelchair.

Organizing coaching classes for competitive exam

- Different organizations have been invited by the Career Counselling and Placement Cell of the College to organize coaching classes for competitive examinations. Currently we have an arrangement with RICE and Gorge Telegraph – institutions which have significant expertise in competitive examination coaching.

Skill Development

- IQAC in consultation with stake holders and approval from the Governing Body have started the few self-designed and self-financed soft skill development courses and proposes few more, along with other degree courses to fulfill its commitment to achieve the goals and objectives reflecting its vision and mission. The college offers: *Computer Fundamentals & Internet Applications for Office Management* and *Communication skills in English*.

In the changing global scenario, the requirements that ensure employability in the workplace have changed. A college and university degree alone is not enough for employability. The

market demand, student interests and feedback from stakeholders initiated the college to design and develop the curriculum for these courses.

Support for “slow learners”

- The College has UGC sponsored Remedial course for the weaker students belonging to the Minority and Backward classes and non-creamy layer of the society. Beyond this the college too organizes Remedial classes for the academically weak students before and after college hours.

Exposures of students to other institution of higher learning /corporate /business house etc.

- The students who decide to pursue higher studies are regularly counselled about the universities/institutions to which they can apply. Besides, the IGNOU Regular Study Centre at the college premises offers a number of courses and is a very convenient option for our students. The Study Centre offers Masters in Psychology, Counselling and Family Therapy, English, Economics, Sociology, History, Political Science, Extension and Development Studies and Commerce. Post-graduate Diploma course is offered for Journalism and Mass Communication, Extension and Development Studies, Urban Planning and Development and Environment and sustainable Development.
- The students of some of the departments are exposed to corporate & business houses, as part of their curriculum requirements. Many of our students have done internship with business houses in the past, which has led to their employment.

Publication of student magazines

- Wall magazines and departmental journals, as also student research journals, form part of the regular student activity of the college. Developing entrepreneurial expertise is part of the Travel & Tourism Management course work. The college has, besides, a number of self-designed add-on courses, such as *Computer Fundamentals & Internet Applications for Office Management* and *Communication skills in English* which would allow the students to start entrepreneurial ventures on their own.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

Innovations in curriculum design help the College to meet the changing requirements of the modern global scenario. The efforts made by the College to facilitate entrepreneurial skills among the students are:

- The Tourism and Travel Management (TTMV) department has a formal arrangement with West Bengal Tourism Development Corporation Ltd. (A Govt. of West Bengal Undertaking). The corporation imparts hands on training to the students of the

Travel and Tourism Management for 6 months. A monthly stipend is paid to the students.

- The college provides opportunity of enrolling into Courses on Jute Handicrafts & Jute Diversified Product (JDP) conducted by Department Of Jute And Fibre Technology, Institute of Jute Technology, University Of Calcutta sponsored by Development Commissioner (Handicrafts) (DCH), Ministry of Textiles, Govt. of India, New Delhi under DCH-HRD Training Programme.
- The College has a Career Development and Placement Cell which effectively involves industry people who impart their knowledge to the students and advice regarding career path.
- IQAC in consultation with stake holders and approval from the Governing Body have started the few self-designed and self-financed soft skill development courses and proposes few more, along with other degree courses to fulfil its commitment to achieve the goals and objectives reflecting its vision and mission. The college offers: Computer Fundamentals & Internet Applications for Office Management and Communication skills in English.

Impact: Impact of the efforts put in by the College for developing entrepreneurial skills of the learners is visible in the success story of our Tourism and Travel Management Department. Our students have been employed in both government and non-government sector. Introduction of the soft-skill courses will positively benefit the students in improving their employability. It will make the students competent to face the challenging global market

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

*** additional academic support, flexibility in examinations**

*** special dietary requirements, sports uniform and materials**

*** any other**

Policy of Co-Curricular Activities:

Keeping in mind the vision and mission of the college, a decision has been taken that besides teaching the curriculum the institution will impart such knowledge and skill to the students that will help them in their overall development. Here comes the importance of co-curricular activities. The college has created ample opportunities for the students, to develop their talent in the area of sports and cultural arena. At the same time they can also nurture their hobbies in such a way that in future, some of the students **may convert the hobby into viable profession**. To make them skilled in such areas the college has formed seven clubs where the students can join according to their choice. These clubs will help them not only to gain theoretical knowledge about the subjects but will provide enough scope for practice. This in turn will help them to gain a lot of confidence in practical life which again will be a support in their academic as well

job-oriented career. Along with the functions of the clubs the college provides free training of Spoken English and Basic Computer Practice to the weaker section of the students. Acquiring these soft skills will definitely be helpful in increasing their employability.

Strategies to promote participation of students in extra-curricular activities, following steps are taken by the institution:

- To promote participation in sports special coaching in Table Tennis, Track and Field, Yoga, Karate, Rock Climbing and Adventure sports etc. have been introduced. Sports in-charge acts as a mentor, counsellor and guide for the students.
- To promote participation of students in extra-curricular activities like Quiz Competition, Debate, Extempore, Music and Dance, Photography, Drama, Youth Parliament etc. clubs are formed. Professional Experts are invited to give them special coaching for the preparation of items especially during Annual Social.
- Students are motivated to celebrate important days of National and International importance to get exposure to cultural consciousness.
- All departments promote extra-curricular activities. The faculty is engaged throughout the year in providing opportunities to the students to showcase and develop their hidden talents.

Additional Academic Support and flexibility in examinations:

- Students participating in different games are assured of extra classes by the teachers concerned to compensate the loss in learning process by their absence in regular classes. They are given special guidance for their exams to compensate them for their loss due to absence from classes during their training schedule and matches. Examination schedules are made flexible for students participating in extra-curricular activities and sports activities.

Special Dietary Requirements and sports uniform and materials:

- The College provides health drinks and dietary requirements of students participating in sporting events and NCC camps. Nutritious diet is provided to the NSS volunteers during special camping activities. Refreshment and sports kit given to all players.

Any other

- The IQAC and NSS units in collaboration with NGOs motivates students to organize various awareness programmes on HIV/AIDS, Consumer Protection, tree plantation, blood donation, Breast and Cervical cancer and other cross cutting issues.
- Students who take part in co-curricular /extra-curricular activities are given on-duty attendance for the entire period of their activity.

5.1.7 Enumerating on the support and guidance provided to

the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

Different organizations have been invited by the Career Counselling and Placement Cell of the College to organize coaching classes for competitive examinations. Currently we have an arrangement with RICE and George Telegraph – institutions which have significant expertise in competitive examination coaching.

Placement cell of the college makes efforts to give timely guidance and information to the students and gives them counseling for employment and self-employment. Visiting organizations are provided necessary infrastructure and the cell facilitates them in conducting aptitude tests. The organizations that have guided the students for competitive examinations are:

Organizations	Year
Camelia Group	2010-11
Aurobindo Engineering	2012-13
NIIT	2012-14
RICE	2015
George Telegraph	2015

The number of students who cleared various exams is given below:

Name of Exam	No. of Student
UGC-NET	2
GRE	1
TOFEL	1
Central services (Ordinance factory)	1

5.1.8 What type of counselling services are made available to the students (academic, personal, career, psycho-social etc.)

Academic Counselling

- Student counselling is done right from the admission procedure. At the beginning of the session, the students are counselled about what to expect from the college and the course of study they pursue, as also their rights and responsibilities. Academic counselling is done throughout the course of study, both in and beyond the classroom.

Personal

- Our faculty are aware of the student profile from the centrally monitored Data Management System. Many of our students come from the weaker section of society and challenged background. This makes our faculty vigilant about their needs and engage in one to one interaction whenever necessary.

Career Counselling

- The career counselling and placement cell has a well-structured system in place to inform and counsel the students regarding

higher studies and employment opportunities.

Psycho – Social Cell

- The psycho social cell of the college addresses and tries to prevent any crisis that may arise from the stress that our students encounter in their daily existence.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

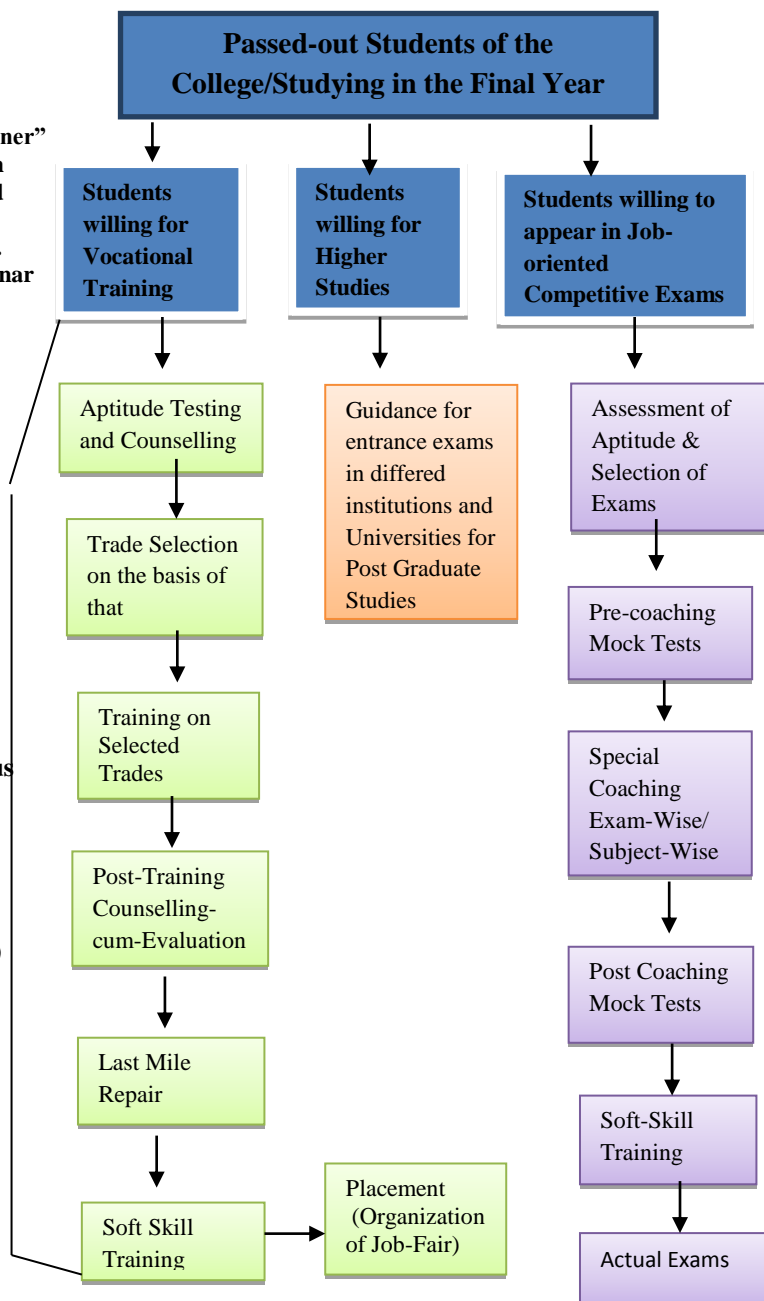
CAREER GUIDANCE MODEL

(For the Students of Muralidhar Girls' College)

Target Group

1. Creation of Career-Guidance Cell
2. "Career Corner" equipped with Career-related Books/Magazines etc.
3. Career Seminar
4. Career Talk

Creation of Database of Skilled people & presenting them to various Employers through Employment Bank (Govt. of West Bengal)



This structured mechanism of career guidance and placement of the students have been initiated by the college in the current year under the Officials of Employment Bank, Government of West Bengal.

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

The College has formed the students' Grievance Redressal Cell with the aim of addressing the problems of the students. The Principal convenes meetings to discuss important issues related to students. The cell directly interacts with the students and encourages them in sharing their grievances without any hesitation. Students can register their grievances or suggestions by dropping them in suggestion boxes. These suggestions or grievances are forwarded to the concerned departments for timely redressals.

Name	Nature of Grievance	Action taken
Students' Union	Poor condition of Union Room	Renovation work of the Union Room started under PWD.
Students' Union	Up-gradation of Common Room	Renovation done by PWD. New sports equipment purchased.
Students' Union	Late announcement of Exam Schedule	Exam schedule announced in advance, uploaded on website.
All students	No Tiffin Break in the Routine	Half-an-hour tiffin break introduced from the current academic year.
All students	Food quality not satisfactory	Measures are being taken for betterment
All students	Toilets not maintained properly	Renovation of toilets done by PWD
Some students	Inadequate lights and fans in few classrooms	Arrangements have been done
Some students	Problems with teaching-learning process	Issue taken up by Principal

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

The College has constituted the Internal Compliant Committee as per government norms. This cell aims at prevention of harassment of women. This Cell organizes Awareness Programmes on legal provisions that come to the rescue of women and protect them from

any form of harassment. CCTV cameras have been installed at various key positions in the campus for surveillance and security of the girls. Till date no complaint about sexual harassment have been reported.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

The College has constituted the anti-ragging committee. This cell aims at prevention of ragging of students. However till date no incident of ragging of any kind has been reported in the college.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

The College is committed towards ensuring social justice through implementation of welfare schemes to support students. The college prospectus has the relevant information about these welfare schemes. These are:

Welfare Scheme	Benefits
Scholarships and fee Concessions	Freeships and/or fees concessions and books are provided by the College to students, who are regular in classes, having good results, but are economically weak and do not receive any other stipend or benefits from the government. (Ref. 5.1.2;5.1.3)
Health Services	The college has sick room with basic amenities. First Aid is available to tide over emergencies. a Well- known medical practitioner, visits the college on a regular basis and checks on our students.
Counselling and Placement Service	The College has a Career Development and Placement Cell which effectively involves industry people who impart their knowledge to the students and advice regarding career path.
Subsidized Canteen	The College has a Canteen which provides standard food at subsidized rate to the students.
Bank Service	In collaboration with the Andhra Bank, MGC Branch, the College facilitates the students in opening an account with a zero deposit. It empowers students to operate their financial transactions. SBI, Golpark Branch has also approached the college and is willing to provide banking facility to the students.
Morning Reading Library	The Morning Reading Library provides reading facility before college hours. The centre also has photocopy facility for the students at a subsidized rate for bulk photocopy.

Grievance Redressal Cell	The College has formed the students' Grievance Redressal Cell with the aim of addressing the problems of the students. The students can register their grievances or suggestions by dropping them in suggestion boxes. These suggestions or grievances are forwarded to the concerned departments for timely redressals.
Railway concessions	All students commuting by train, can avail the facility of student concession.
Kanyashree	Unmarried girl students between 18-19 years, whose annual family income is equal to or below ₹ 1,20,000/-, can avail a one-time State Government scholarship of Rupees 25,000/-.

5.1.14 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?

The college has a registered Alumni Association (since 10th Sep., 2003). It aims at strengthening the network of old students who can participate in the institutional activities and can contribute to the growth and development of the college.

Date	Activities & Contribution	Impact/Benefit
Dec., 2010	Handicrafts Fair	Exposure of students to opportunities of self-employment
Dec., 2011	Handicrafts Fair & Eye Camp	Eye Testing for current students and staff
Dec., 2012	Handicrafts Fair & Health check-up camp	Health check-up of current students
Aug-Sep, 2013	Media Workshop on Audio-Visual presentation	Student Enrichment through knowledge and experience sharing and Hands-On Project
Dec., 2013	Handicrafts Fair	Fete
Aug-Sep, 2014	Workshop on Radio	Student Enrichment through knowledge and experience sharing, and Hands-On Project
Dec., 2014	Handicrafts Fair & Health check-up camp	Health check-up of current students
Sep, 2015	Workshop on Reporting, and Anchoring (face-to-face, and Skype)	Student Enrichment through knowledge sharing
Sep 2015	Career counselling Workshops (2)	Student Enrichment through career guidance
Sep-	Eye camp, Health	Programmes for the benefit of

Oct., 2015	Check-up (gynaecology) camp	current students
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5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

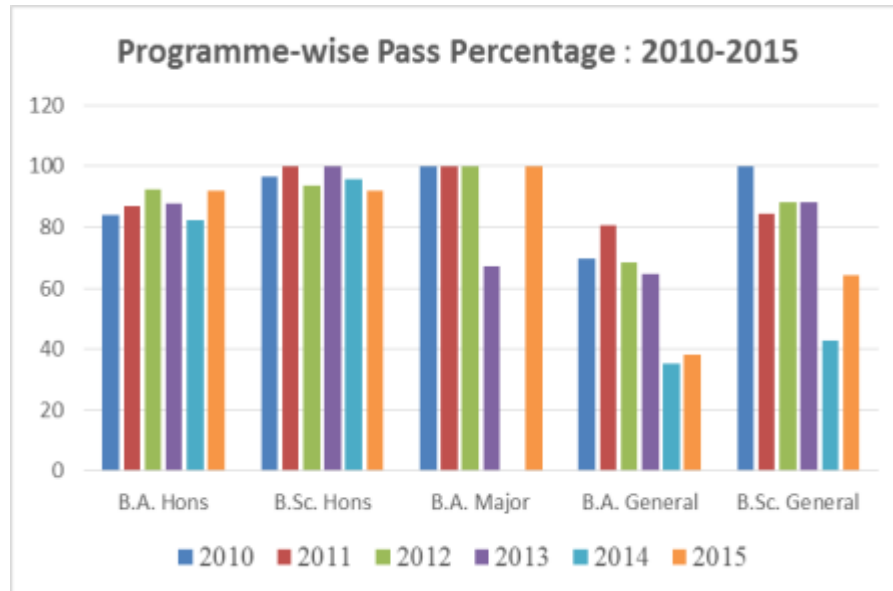
Student progression	2011-2012	2012-2013	2013-2014	2014-2015
UG to PG	Approx.50%	Approx. 50%	Approx.50%	Approx.50%
PG to M.Phil.	Data not available			
PG to Ph.D.	Data not available		1	Data not available
Employed Campus selection	x	x	x	x
Other than campus recruitment	Approx. 40-50%	Approx. 40-50%	Approx. .50-60%	Approx. 60-65%

The College has no formal mechanism for maintaining records of the students who get admission in further courses after completing their graduation. However through oral communication, informal sources, alumni association and visit of the ex-students we get information about students' progression.

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Year	Programme Part-III	Pass Percentage	Year	Programme Part-III	Pass Percentage
2010	B.A. Hons	84.14	2013	B.A. Hons	87.71
	B.Sc. Hons	96.55		B.Sc. Hons	100
	B.A. Major	100		B.A. Major	67
	B.A. General	69.8		B.A. General	64.67
	B.Sc. General	100		B.Sc. General	88.23
2011	B.A. Hons	87.05	2014	B.A. Hons	82.41
	B.Sc. Hons	100		B.Sc. Hons	95.65
	B.A. Major	100		B.A. Major	-
	B.A. General	80.53		B.A. General	35.06
	B.Sc. General	84.61		B.Sc. General	42.85

2012	B.A. Hons	92.57	2015	B.A. Hons	91.97
	B.Sc. Hons	93.54		B.Sc. Hons	92.1
	B.A. Major	100		B.A. Major	100
	B.A. General	68.55		B.A. General	38.07
	B.Sc. General	88.2		B.Sc. General	64.28



5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

- College identifies the advanced learners on the basis of class interaction and Part-I examination results. These students are the prospective ones who can go for higher studies and are given the support and guidance. They are provided with additional study material and classes. Faculty members of the Institution personally counsel and encourage these meritorious students for higher level of education.
- Career Counselling Cell provides free counseling to all students to seek job opportunities. It arranges special lectures by Professional Career Councilors to get guidance

information about Government, Semi-Government Organization, and Non-Government Organizations and also enlightens students on how to avail themselves of these opportunities.

- To improve the potential of the students for employment the College has started soft skill development and personality development courses.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

- Reasons observed for drop-out are:
 - Weak economic conditions
 - Early marriage
 - Family problem
 - Wrong choice of subject
 - Shift to courses with employment opportunities
- To bring down the dropout rate the Counselling Cell and the concerned departments interact with the students and make an effort to find out the reasons, and needful is done to address the issues. At the time of admission the college guides the students to make the choice of subjects/ streams as per their aptitude thereby reducing the probability of drop-out.
- The College provides financial help to economically weaker students so that they do not discontinue for economic reasons. If needed their parents are also contacted and counseled and efforts are made to resolve the issues.
- Special support in the form of Remedial classes are arranged for the students who are at the risk of failure. Such students are identified after the mid-term tests. The concerned teachers put in extra efforts to guide these students and motivate them. Parent teacher meetings are conducted if it is necessary.
- In many of the cases, the reason for discontinuing being marriage of girls, the college tries its best to persuade these students to continue their studies. Teachers even help them personally in this regard.
- The college also allows the casual students to appear for examinations. Any student who is a dropout or fail to continue in regular courses is allowed/persuaded to appear in examinations as a casual candidate.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

Sports and Games:

- The College has a Gymnasium, Playground and Sports Centre (with Sports Library) to promote indoor and outdoor sporting activities amongst the students and the Teaching and Non-Teaching staff. Muralidhar Girls' College organizes and participates in various Inter College competitions. The college provides Indoor Sports facilities like Table Tennis Coaching Centre, Yoga Coaching Centre, Karate Coaching Centre, Carom etc. Among Outdoor Sports facilities there is Track & Field Coaching Centre, Badminton, Kabadi, Mountaineering, Adventure Sports, and Nature Club. The college organizes Rock Climbing, Adventure Sports, and Nature Study camps within and outside West Bengal every year, in collaboration with the Indian Mountaineering Foundation (IMF).
- Annual Sports of the College is a long-standing tradition and it has been effectively fostering a spirit of healthy competition and sportsmanship. Every year the Annual Sports of the College is organized with great enthusiasm among the students with considerable number of participation. Track-and-Field events, Javelin Throw, Discus Throw, Go-As-You-Like, and various other innovative sports events are taking place every year.

Cultural and other extracurricular activities

- The **Annual Social** of the College is in many ways a culmination of the yearlong cultural and extra-curricular activities of the students. They are rewarded not only for their academic performance but also for excelling in Music, dance, Debate, extempore Speech and Elocution Competition. Other cultural activities include the Fresher's Welcome, Teacher's Day, Students' Re-union and Staff Re-union.
- The **College Fest "SPARK"** brings to the fore the artistic aspirations of the students and the organizational skill of the Students Union. From generating funds to the detailed management of every aspect of the event, the students, under the leadership of their Union, take on a very active role. The teachers and college administration are undoubtedly supportive, but the credit for the success of SPARK entirely goes to the students.
- **Publications**, in varied forms and shapes, form an integral part of the intellectual life of Muralidhar Girls' College. They are reflective of the budding minds of young scholars and the on-going academic pursuits of the teachers of the College. Consequently the College brings out a number of publications like the magazines and journals of the respective departments such as: SUPARNA: the College magazine, SCRIBE: the journal of the Department of Journalism and Mass Communication, INSIGNIA: the journal of the Department of English, Lekhani: Journal of

Bengali Department

- **Anandamela:** Many of our students have inherent artistic talents and excel in producing original handicrafts. To encourage their creativity and bring out their entrepreneurial skill, a College fete – Anandamela is held every year. The students put up various stalls, displaying their varied and interesting merchandise and they find willing clientele in the teachers of the college.
- **Seminars:** Various departments of the college arrange UGC sponsored seminars in which the students play a major organizational role. They also participate in students seminars as part of their co-curricular activities.
- The students of this college also participate in **Youth Parliament Sessions** and have won prizes.
- The **NSS Unit** sanctioned by the Government of India has been set up in this college. Social outreach programmes are held regularly. NSS is mainly a personality development programme by involving the students in community services. Special camps are also held each year where certificates issued by University to the students.
- **NCC:** The College offers its students the opportunity to join NCC. These trained students are prioritized in Central and State employment schemes. NCC certificates help the students to find to find placement in the Armed Forces and related services. Adventure training is provided to the NCC students.
- **Photography Club: 'Zoom In'** -The Photography Club of the College not only covers the topics of Photography in the university syllabus, but also put its best effort to encourage the member students and faculties, so that they can feel a sense of involvement with the intricate technicalities of Photography. It encourages members to participate in various Photography competitions. It gives logistic support to all departments of the College in number of academic and non-academic events, to build a rich repository of images and pictures for College Archive.
- **Interactive Club: 'We Speak'** - This is a name of constant and serious effort of the College which extracts treasures of beautiful minds of our students. It provides a right platform for the students to vent their views, and exchange their experiences on various relevant issues of importance. The club organizes Elocution, Debate, and Quiz competitions in intra-college as well as inter-college level.
- **Drama Club: 'Oishiki'** - Mentors of 'Oishiki', the drama club of the College, is in constant search of talents of theatrical performance, within our students, teachers, and also non-teaching staffs. 'Oishiki' – produced a number of remarkable drama performances so far in College Annual Social, Re-union. Apart from stage performances, this club

conducts regular workshops for the students to generate enthusiasm, involvement, and passion for drama.

- **Cultural Club: 'Spandan' / Literary Club: 'Bhasa'** - These are the cultural wing of the College is sincerely engaged to explore and spread singing, dancing, writing, and many more cultural activities, involving the students, through-out the year. The College gives whole hearted support for the students to support extra-curricular activities through the platform 'Spandan' and 'Bhasa'.
- **Nature Club: 'Go Green'** - This club of Muralidhar Girls' College considers care for nature as a co-curricular activity of the students. The mission of 'Go Green' is to spread awareness about the economic, cultural, scientific and aesthetic values of environment. It also provides platform to explore the nature through trekking, rock climbing, photography, which are close to nature.

Programme Calendar of the Year:

Date	Activity
08-07-2015	Foundation Day Celebration
27-08-2015	Induction Programme for 1 st Year
15-08-2015	Independence Day celebration
19-08-2015	Photography Competition on World photography Day
29-08-2015	Sanskrit Day
05-09-2015	Teachers' Day celebration
15-09-2015	Freshers' Welcome
13-10-2015 to 16-10-2015	Annual cultural competitions (Quiz, Elocution, Debate, Singing)
15-10-2015	Parents' Day dedicated to Former President A.P.J. Abdul Kalam
21-12-2015	Platinum Jubilee Closing Ceremony
23-12-2015	Anandamela (Annual Fete) & Re-Union
18-01-2016	College Sports
21-01-2016	Annual Social & Prize Distribution
24-01-2016	University Foundation Day
26-01-2016	Republic Day
01-02-2016 to 05-02-2016	UGC sponsored Seminars
12-02-2016 & 13-02-2016	Saraswati Puja
08-05-2016	Rabindra Jayanti

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc.

for the previous four years.

Name Of Student	Name Of The Award	Organization	Year
Mahua Halder	Guard of Honour	NCC (State Level Camp)	2011
Mukulika Sen Roy	first in solo song Competition	NCC (State Level Camp)	2011
Mukulika Sen Roy	1 st in solo dance competition	NCC (State Level Camp)	2011
Mukulika Sen Roy	got prize as Best Cadet	NCC (State Level Camp)	2011
Kaberi Halder, Payel Barui and Sipra Gayen	stood 1 st in Group Dance competition	NCC (TSC Competition Camp)	2011
Sipra Gayen	got prize for Poetry competition	NCC (TSC Competition Camp)	2011
Payel Barui	first in drawing competition	NCC (TSC Competition Camp)	2011
Parama Naskar	champion in Badminton Competition	NCC (TSC Competition Camp)	2011
Parama Naskar	1 st in group song competition	NCC (TSC Competition Camp)	2011
Ananya Majumder	selected 1 st Best Cadet of Kol-C	NCC	2011
Pragoti Mondal	selected 2 nd Best Cadet of Kol-C	NCC	2011
Rupa Biswas	first in firing	NCC (State level Camp)	2012
Trishita Bose	won prize in dance	NCC (State level Camp)	2012
Nabanita Roy	won the Best Cadet prize	NCC (State level Camp)	2012
Nabanita Roy stood	first in solo singing competition	NCC (State level Camp)	2012
Moushumi Saha Trishita Bose, Sushmita Rajak Rupa Biswas Mithu Dey	stood first in group dance	NCC (State level Camp)	2012
Nibedita Dutta	first in drawing competition	NCC (State level Camp)	2012
Nabanita Roy Paramita Mondal	Jointly stood 3rd in drawing competition.	NCC (State level Camp)	2012
Nabanita Roy	first in quiz competition	NCC (State level Camp)	2012
Mukulika Sen Roy	2nd in quiz competition	NCC (State level Camp)	2012
Trishita Bose Puja Roy	won prizes for "Guard of	NCC (State level Camp)	2012

Chowdhury Ayesha Khatun, Falguni Mondal Mithu Mondal, Sonali Mondal Mithu Dey	Honour".		
Mukulika SenRoy Srabanti Kar, Rupa Biswas Sangita Sardar	Won prizes for Piloting.	NCC (State level Camp)	2012
Mukulika Sen Roy	special prize for MC	NCC (State level Camp)	2012
Srabanti Kar, Mukulika Sen Roy, Krishna Sasmal, and Jharna Baidya	special prizes for good senior	NCC (State level Camp)	2012
Trishita Bose	the best cadet prize	NCC (State level Camp)	2012
Mukulika Sen Roy	Pulin Bihari Smriti prize in Calcutta University, as 'best marks man NCC Cadet'	NCC	2012
Sonali Pal	First in extempore competition.	NCC (State level Camp)	2013
Sagufa Ali stood	second in quiz competition	NCC (State level Camp)	2013
Moushumi Saha Deblina Saha, Nibenita Mondal Sandha Naskar,Pranati Das,Sagufa Ali	first in group dance competition	NCC (State level Camp)	2013
Madhumita Mondal, Pranati Das	Won prizes in "Guard of Honour".	NCC (State level Camp)	2013
Asha Baidya, Mousumi Saha, Deblina Saha	won prizes for Piloting	NCC (State level Camp)	2013
Sagufa Ali	special prize for MC	NCC (State level Camp)	2013
Sonali Pal	special prize for mimic	NCC (State level Camp)	2013
Srabonti Kar	special prize for	NCC (State level Camp)	2013

	good senior		
Puja Bera & Priyanka Pal	won prizes for dance	NCC (State level Camp)	2013
Manabi Purkait	first in Debate competition	NCC (State level Camp)	2013
Ritu Halder, Priyanka Dutta	played for the football runners up team	NCC (State level Camp)	2013
Mukulika Sen Roy	3rd in 100 & 200 mts	NCC(West Bengal Inter District Athletic Meet)	2013
Sangira Sardar	3rd in 400mts	NCC (West Bengal Inter District Athletic Meet)	2013
Purnima Naskar	first in firing	NCC (Army Attachmen Camp)	2013
Sagufa Ali	2nd in Written Test	NCC (Army Attachmen Camp)	2013
Cadets of Muralidhar Girls' College	In Line Area competition cadets stood first	NCC (State level Camp)	2013
Priyanka sil	first in extempo competition	NCC (State level Camp)	2014
Suparna Mondal	first in solo dance	NCC (State level Camp)	2014
Priyanka sil	second in solo song	NCC (State level Camp)	2014
Priyanka sil	first in m.c	NCC (State level Camp)	2014
Munmun Ghosh Nibedita Dutta	selected for Guard of Honour	NCC (State level Camp)	2014
Priyanka Kundu Purnima Barui	selected for Piloting	NCC (State level Camp)	2014
Cadets of Muralidhar Girls' College	achieved first position in Line Area Competition	NCC (State level Camp)	2014
Cadets of Muralidhar Girls' College	Champion team in Khoko	NCC (State level Camp)	2014
Priyanka Paul, Puja Bera, Sudipta Maity, Purnima Barui	first in Group Dance Competition	NCC (State level Camp)	2015
Purnima Barui	third in Firing competition	NCC (State level Camp)	2015
Puja Mukherjee	awarded medal for solo song	NCC (State level Camp)	2015
Mousumi	got prize for Tent	NCC (State level Camp)	2015

Sardar, Laboni Jana, Mrinmoyee Naskar, Puja Mahanto	Pitching Competition		
Priyanka Paul, Puja Bera	awarded medal for group dance Competition	NCC (State level Camp)	2015
Puja Mukherjee	awarded medal for solo song	NCC (State level Camp)	2015
Mousumi Sardar, Laboni Jana, Mrinmoyee Naskar, Puja Mahanto	got prize for Tent Pitching Competition	NCC (State level Camp)	2015

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

At the end of academic session, the College distributes feedback forms to its students and collects data to improve the performance and quality of institutional output. The Alumni Association is also focused on receiving feedbacks from the College Alumni. Feedbacks are also collected from the parents regarding the functioning of the college on the Parents' Day.

The suggestions and inputs of the feedback of students are analyzed and suggestions to improve overall competency of the students for employability are implemented.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

Publications, in varied forms and shapes, form an integral part of the intellectual life of the Muralidhar Girls' College. They are reflective of the budding minds of young scholars and the on-going academic pursuits of the teachers of the College. Consequently the College brings out a number of publications like the magazines and journals of the respective departments such as: SUPARNA: the College magazine, SCRIBE: the journal of the Department of Journalism and Mass Communication, INSIGNIA: the journal of the Department of English, LEKHANI: Journal of Bengali Department. Apart from these the students prepare departmental Wall Magazines.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

The Muralidhar Girls' College Students' Union is an integral part of the college. The main aim of the Union is to promote academic, social, cultural interests of the students. It is a democratic body. All students admitted into the college is a member of the Union. Elections are held every year. The students are represented by certain number of representatives from all years. All such representatives form a Body having the following composition

General Secretary, Asst. General Secretary, Games Secretary, Asst. Games Secretary, Magazine Secretary, Asst. Magazine Secretary, Cultural Secretary, Asst. Cultural Secretary, Canteen Secretary, Asst. Canteen Secretary, Common Room Secretary, Asst. Common Room Secretary. The members of the association lend a helping hand in college activities. Special events and festivals like Independence Day, Republic Day, Teacher's Day, Freshers' Welcome, Fest etc. are celebrated with great enthusiasm.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

The College promotes a culture of participative management by involving all sectors, including students from the college in its day to day activities. Students representative have been included in various academic and administrative bodies.

The following units/bodies have student representatives.

- Governing Body
- IQAC
- Internal Complaint Committee
- Anti-ragging committee
- Admission Committee
- Magazine Committee
- Sports Committee
- Cultural Committee
- Canteen Committee
- Common Room Committee

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

The College maintains a strong link with both the Alumni and the former faculty and retired non-teaching staff. The Alumni Association aims at strengthening the network of old students who can participate in the institutional activities and can contribute to the growth and development of the college. Regular meetings are held to

plan alumni meets and events. The Annual Meet of the former faculty/Staff is organized with much enthusiasm. They are invited to important cultural events and seminars. The Principal takes keen interest in the welfare activities and academic achievements of the alumni and the former faculty. Their suggestions for development of the institution are given due consideration. They are part of the college IQAC.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

Vision: Our vision is the empowerment and enlightenment of women through value-based and quality education so as to foster informed global minds. The Institution also has a proactive role in enabling the girl students for income generation and sensitizing them to international issues, so that they become truly equipped global citizens.

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

Muralidhar Girls' College began as a girls' school in 1919. Through passage of time, the school developed into Ballygunge Girls' College in 1940, later renamed as Muralidhar Girls' College. **Tradition and distinctive characteristic of this institution** is to spread the light of value education among women citizen of this country, which can further be extended to accommodate girl students of foreign origin, and transgender. We consider our students as main pillar of society, a society of diversified culture, religion, caste, tribe, demography, and socio-economic status. Apart from the role of a wife, and mother, women of 21st century are playing the role of a bread earner of her family. So, when analyzing and addressing the **need of the girl student we seek to serve**, the college always promotes the slogan of 'women empowerment' and 'sustainable growth' through value education, thereby, addressing the **needs of the global society**.

Our vision for the future is not to limit the definition of the college as a mere educational institution, where the dream of a student ends up within the defined syllabus only, but to transform it into such an extent, where our student can breathe freely, dream unlimitedly, explore their hidden talents, and inspire other woman to deliver a better world, always.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

Role of the top management:

- As an **observer** of changing regional, national, and global trends of quality policies on education and finance.

- As a **think-tank to analyze** the observed trends and impact of changes in the college.
- As a **communicator** between the UGC policies and the college.
- As a **technical expert** of designing quality policy and plan formulation.
- As a **monitor** of quality policy and plan implementation through IQAC.

Role of Principal:

- As the **main driver** of governance through participative management.
- As the **Ex-Officio Secretary** of all academic, non-academic, and financial transactions of the college in line with design and implementation of quality policy and plans, framed by the top management, i.e., the Governing Body (GB).
- As a **liaison officer** between the GB and all the activities of the college.

Role of Faculty:

- As an **implementer** of quality policy and plans through active teaching-learning process.
- As a **researcher** of effective quality policy and plans.

6.1.3 What is the involvement of the leadership in ensuring:

- **the policy statements and action plans for fulfillment of the stated mission**
- **formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**
- **Interaction with stakeholders**
- **Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders**
- **Reinforcing the culture of excellence**
- **Champion organizational change**

The term 'leadership' in Muralidhar Girls' College is followed with-

- thorough knowledge of existing rules, regulations, and statute of the University, and Government
- strong and careful observation of day-to-day happenings with intense analyzing capacity
- totally focused and unbiased view to judge any situation
- detection power of hidden relationship within collected facts and figures
- passion for best level of performance involving all the stakeholders
- strong foresightedness

In line with the above the college **believes in decentralization of leadership** so that students, teaching and non-teaching staff, alumni, parent,

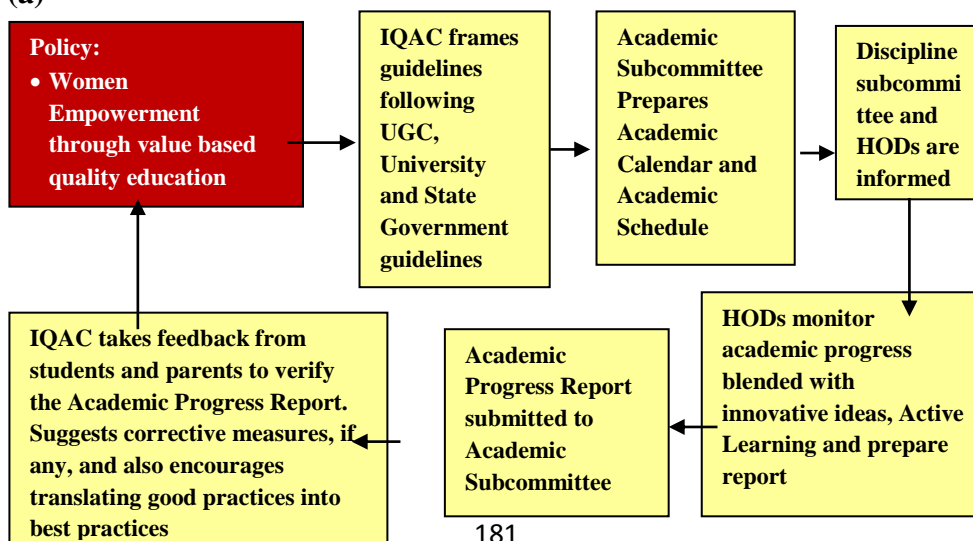
and other stakeholders can take responsibility with **integrated humanism**. Total academic and non-academic job load of the college is **distributed into number of modules** for optimum performance. Each module of job is designed with maximum cohesion and they are micro-managed by departmental leadership.

- Considering all feasible and achievable points, and taking inputs from Government and Non-Government agents, Teachers' Council, Office, Students' Union, and Class Representatives, policy statements are framed by the Governing Body of the college.
- Members of the Governing Body and IQAC (*approved by the Governing Body*) propose for amendments in policy statements, if required.
- Action plans are carefully crafted by the IQAC through periodical need analysis of teaching-learning process. IQAC also considers inputs from the college research wing, result of interaction with all stakeholders while framing the action plans.
- Office, departmental heads, different sub-committees (*approved by the Governing Body*) follows the action plans in line with the stated missions of the college.
- Action plans are then incorporated as institutional strategic plan so that all sections of the institution can follow them uniformly.
- Feedback from student, parent, and other stakeholders are used to evaluate the end results of policy statements, action plans, and strategic plans. In addition these results help to make teaching and non-teaching staffs accountable.
- Thus poor performers are marked and suggested for corrective measures by the leadership. Good performers are encouraged with incentives. In this way cultural excellence is reinforced towards champion organizational change.

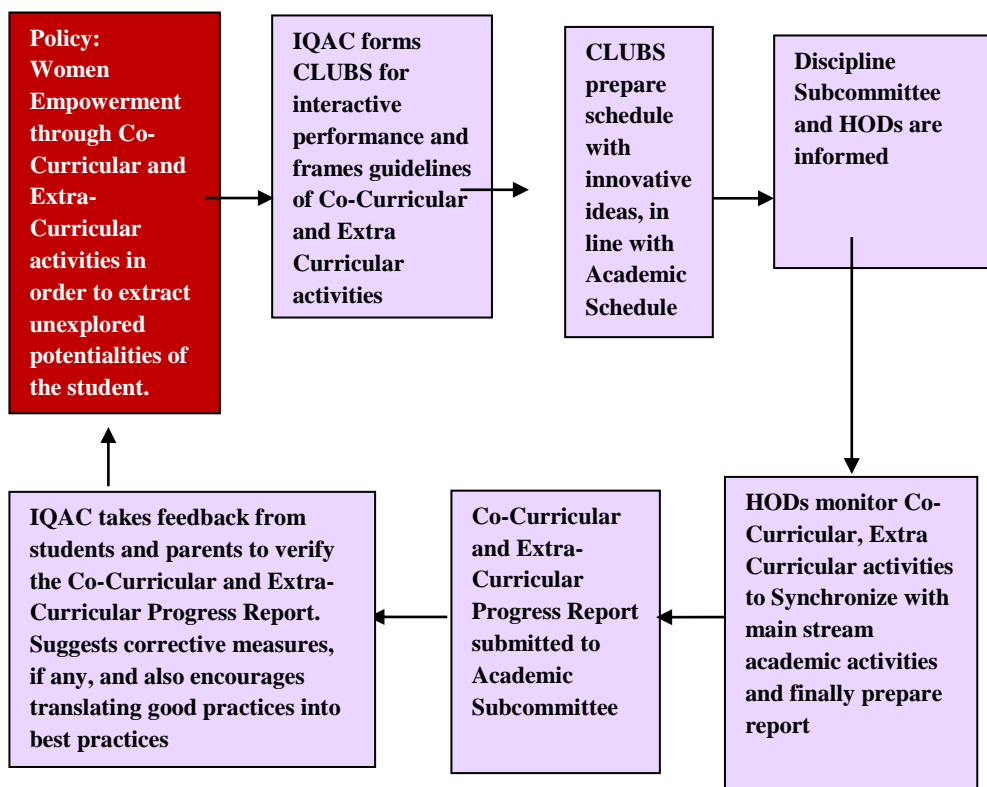
6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

Procedures of monitoring and evaluation of policies and plans are-

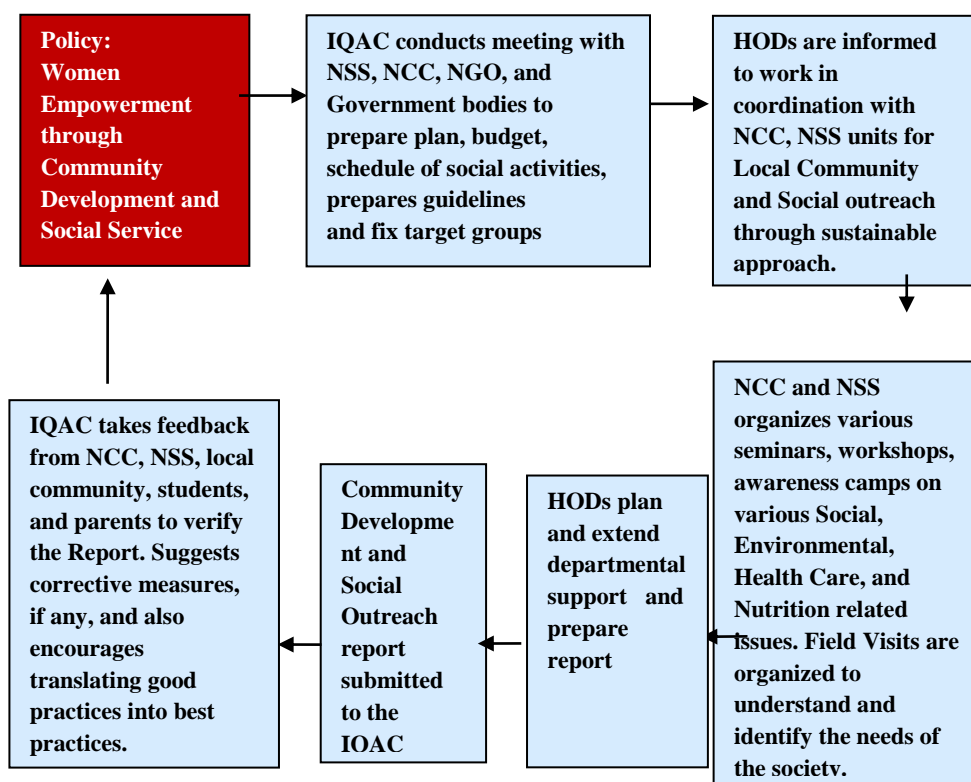
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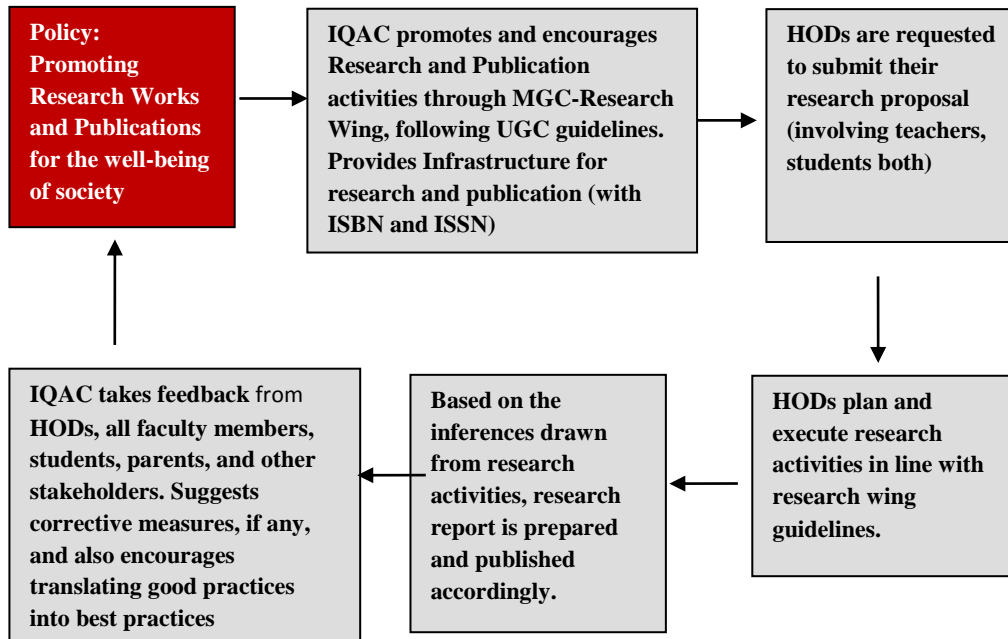
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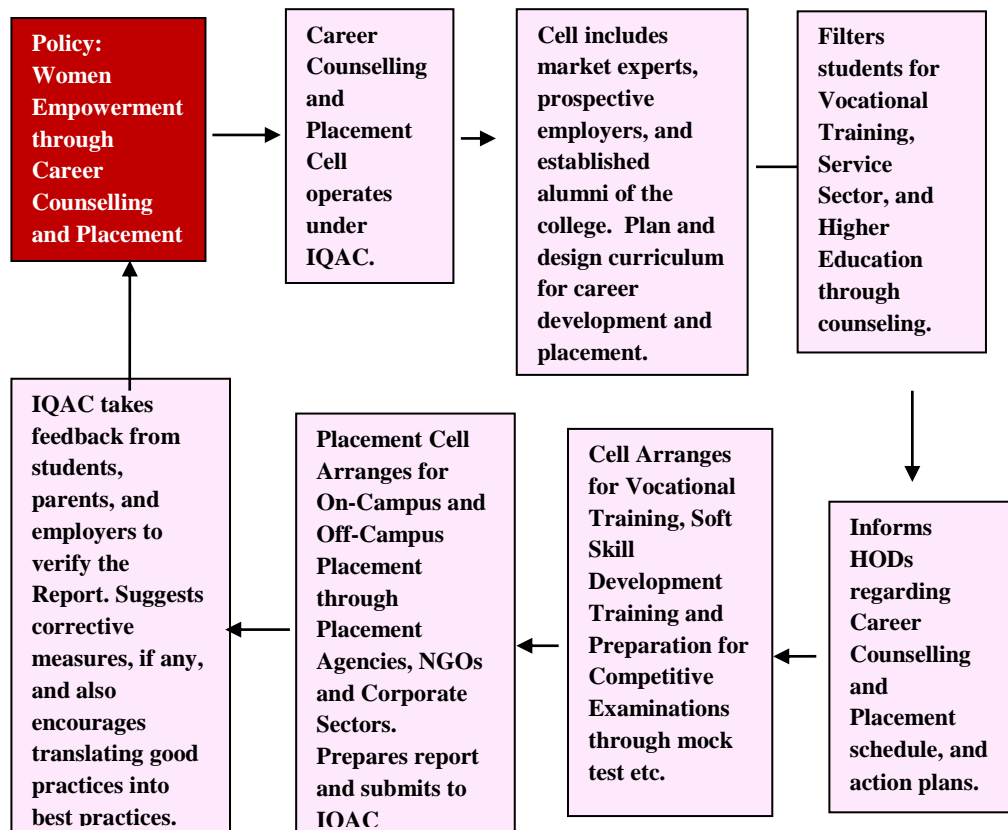
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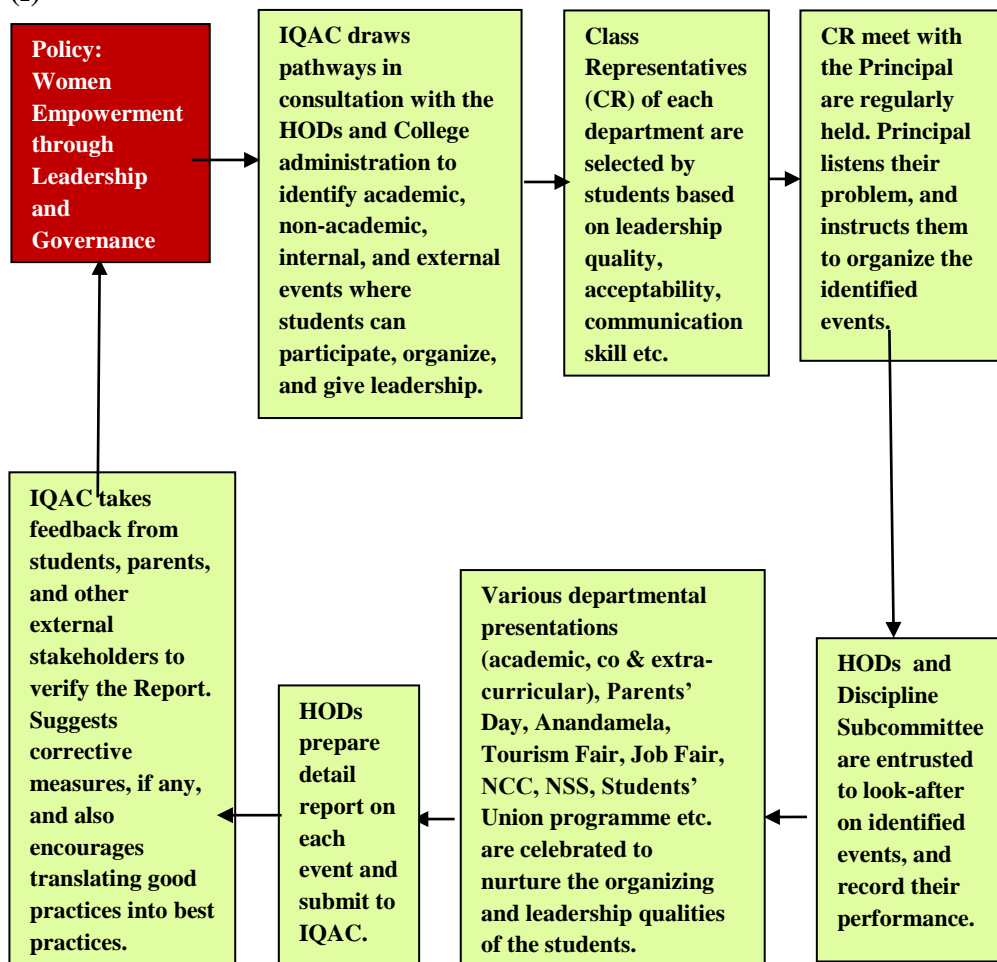
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(e)



(f)



6.1.5 Give details of the academic leadership provided to the faculty by the top management?

Faculties are the main pillar of effective teaching-learning process. All the policy statements, action plans, and strategic plans will be meaningless, unless the faculties fail to deliver in front of the students. Knowledge of subject is not the only criteria that the faculty should have, to be an excellent teacher. He / she must have the passion to indulge the student in active learning process, improving the knowledge level of himself / herself constantly, and the capacity to ignite the quest of knowledge.

The college firmly believes in providing academic leadership to the faculty by the top management, in order to inject sense of freedom of working atmosphere, responsibility, and accountability to the students. Details are:

- Active participation in preparation of academic calendar and academic progress report.
- Freedom to apply best and innovative practices through active teaching-learning process, like, micro-teaching, group discussion, audio-visual presentation, extra-curricular activities, field visit and research works etc.

- Freedom to explore innovative evaluation process, like open book examination, on-line examination etc.
- Empowering the faculty in Information and Communication Technology (ICT) and other relevant educational technologies.
- Providing scope for research works and publications.
- Selecting the faculty as convener of Seminar and Workshop.
- Encourage them to improve their teaching skill through advanced courses.
- Encouraging the faculty to be a member of Board of Studies, Research Bodies, Paper Setter, Examiner etc.

6.1.6 How does the college groom leadership at various levels?

Grooming leadership at student level-

- Selection of a student as a Class Representative so that she can grow the power of effective communication to the college authority on behalf of her fellow students.
- Providing freedom in departmental activities like editor in departmental magazine and wall magazine.
- Encourage to organize college social, college fest, fresher welcome, teachers' day, parents' day, Anandamela, Tourism Fair, Job Fair etc.
- Encourage to take part in sports, debate, quiz, extempore, and other cultural activities inside and outside the college.
- Performance through NCC and NSS.

Grooming leadership at faculty level-

In addition to the aforementioned points of academic leadership by the faculties, the college offers following responsibilities for the teaching fraternity:

- Coordinator of IQAC
- Coordinator of IGNOU, Remedial Course, Career Counselling and Placement Cell.
- Convener of different sub-committees under supervision of IQAC and Governing Body.
- Designation as Head of the Department.
- Secretary of the Teachers' Council.
- BURSAR of the college.
- Teachers' Representative in the Governing Body.
- 'In-charge of examination' and allocation of duties at the time of college and university examination.
- 'In-charge of Zonal Centre' at the time of answer script distribution, evaluation, and tabulation.

Grooming leadership at non-teaching level-

The college offers following responsibilities for the non-teaching staff:

- Non-Teaching Representative in the Governing Body.

- Head Clerk of the college office.
- Representation in different sub-committees of the college.
- Member of the Finance and Purchase committee.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

The college has **13 honours** departments, **1 self-financing** department, **4 general** departments, office comprising of general section, cash section, accounts, and cooperative for staff and students. In addition there are **NCC, and NSS units**.

All the above departments, sections, and units are **cohesive** (*means entrusted with a well-defined responsibility for that department / section / unit only*) in nature, and they are **coupled** (*means department / sections / units are supervised and controlled by their own management in micro level*) in a structured or modular fashion in the management of the college. After framing macro level guidelines the Governing Body delegate authority to them, under the supervision of the IQAC. In this way the institution works towards decentralized governance system.

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

'Yes', promoting a culture of participative management is one of the most significant feature of policy statements and tradition of the college. Different persons from various levels have their own views and opinions, but through participative management style, the college is **focused to extract the best views and performances for the greater interest of women education and women empowerment**.

Levels of participation are:

- At student level
- At teacher level
- At non-teaching level
- At important and relevant stakeholder level from outside the college, like parents, and experts of different trades.

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

Muralidhar Girls' College has a formally stated quality policy. Before development of quality policy we have –

- **Reviewed** Government and UGC guidelines about education policy.
- **Collected data** regarding trends and changes of regional, national, and global human resource development.
- **Considered views** of all stakeholders.

- **Detected conflicts and risk** areas concerned.
- **Refined and analyzed** the data to make it suitable and meaningful for our quality policy outlook.
- **Designed the framework** and recorded for future reference.
- **Planned detail layout for implementation** of action and strategic plans.
- **Identified personnel with competence**, who can translate and drive the policy statements positively.
- **Deployed ground level and micro level strategies** so that development measures can flow for the benefits of students, teachers, parents, community, and society.
- Lastly, **feedback data collected** in a regular basis to strengthen the review process.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The college has perspective planning to analyze, assess, estimate and make projections relating to quantitative dimension of medium term and long term development plans. The exercises which are undertaken to make projection ensures that the quantitative dimensions of the plans are consistent between different departments / sectors / units and various macro level aggregates.

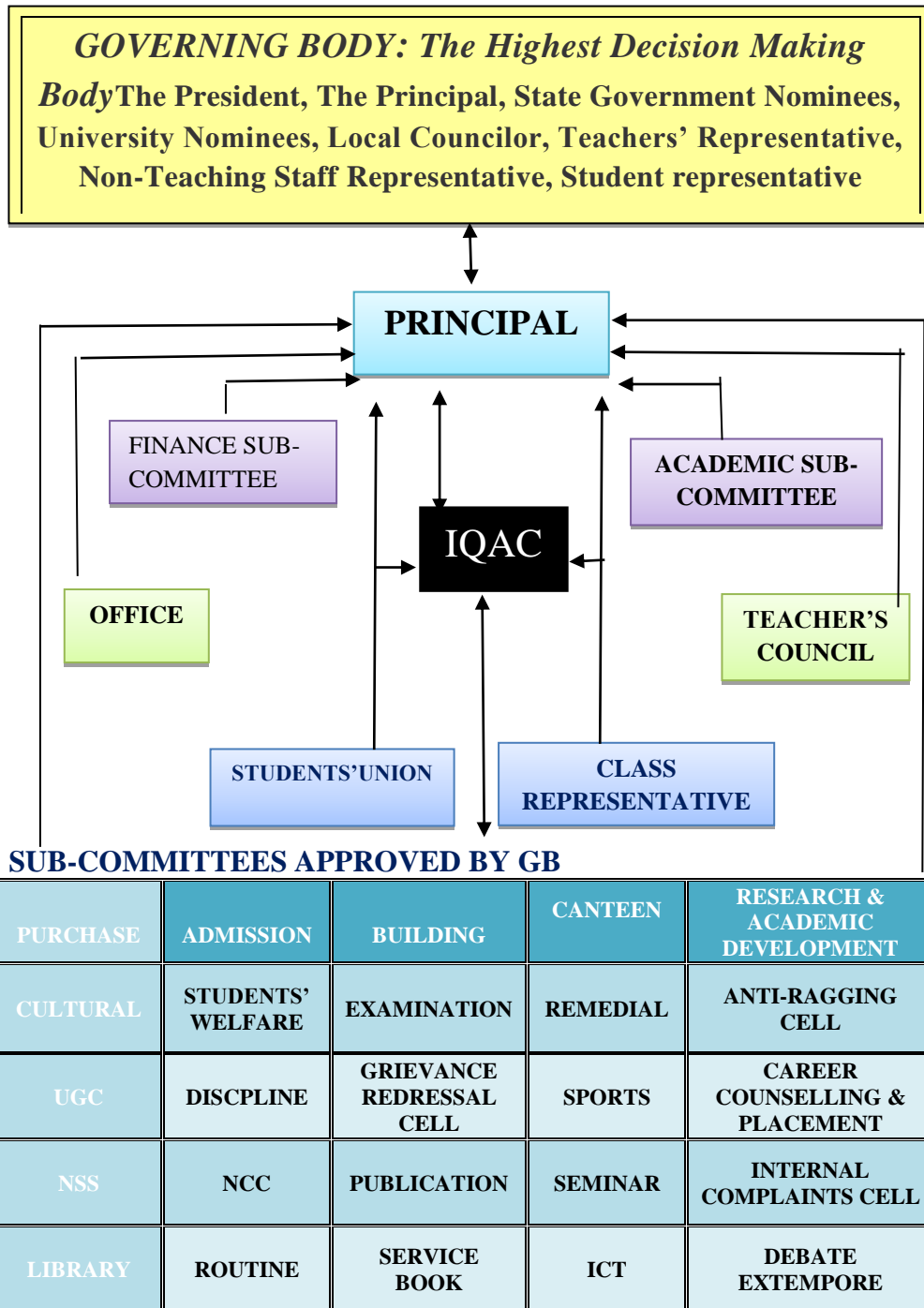
Aspects considered for inclusion in the plan are:

- a) Global issues related to education, women empowerment, and human resource development.
- b) Globalization of economic realities and prospects of education.
- c) United Nations, UNICEF, and UNDP plans and programs.
- d) National scenario.
- e) Local socio-economic issues and challenges.
- f) Need based analysis following Niti Ayog (formerly the Planning Commission) recommendations for 5 years.
- g) Employability factors.
- h) Health and Nutrition factors.
- i) Social security issues.
- j) Trend in educational technologies.
- k) Finance and funding related issues.
- l) Sustainable approach of development.

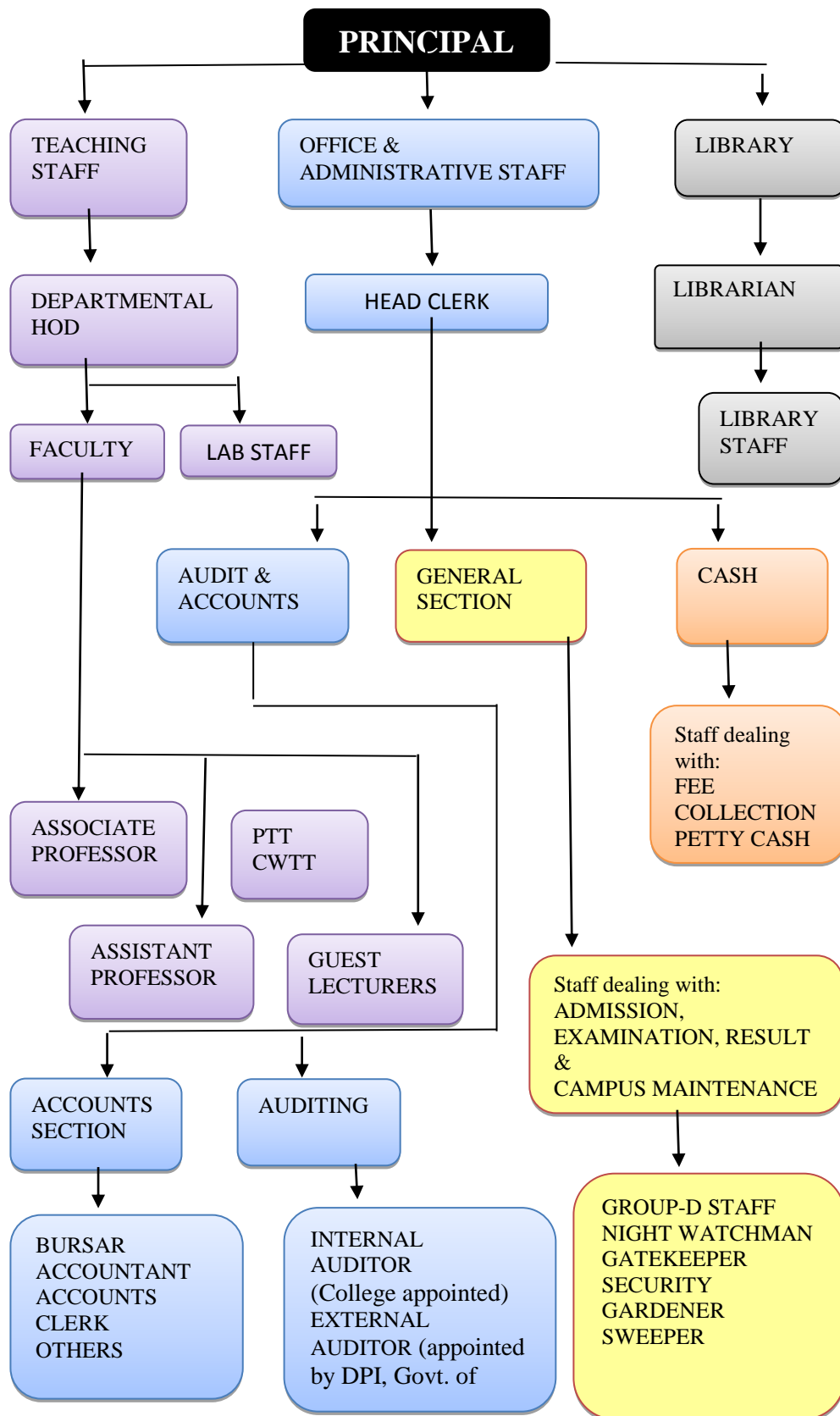
6.2.3 Describe the internal organizational structure and decision making processes.

The internal decision making processes and the organizational structure of the college can be explained by the following flow-chart.

**INTERNAL DECISION MAKING PROCESS IN
MURALIDHAR GIRLS' COLLEGE:**



**INTERNAL STAFF ORGANIZATIONAL STRUCTURE OF
MURALIDHAR GIRLS' COLLEGE:**



6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

- Teaching & Learning
- Research & Development
- Community engagement
- Human resource management
- Industry interaction

Quality improvement strategies of Teaching & Learning:

Comprehensive faculty development, which is more important today than ever before, empowers faculty members to excel as educators and to create vibrant academic communities that value teaching and learning.

- IQAC is in constant touch with changing patterns of global educational path and newer educational models. Teaching-Learning strategies of UGC are also taken into account.
- IQAC guides academic sub-committee to adopt the newer educational models in line with the strategies framed by the UGC.
- Teachers are then trained and motivated to accept the improvement strategies. If required, they are sent for suitable refresher and orientation courses.
- Professional development (*new faculty members are oriented to the university and to their various faculty roles*).
- Instructional development (*all faculty members have access to teaching-improvement workshops, peer coaching, mentoring, and/or consultations*)
- College provides training in regular intervals for teachers, so that they can utilize modern age Information and Communication Technology.
- Leadership development (*academic programs depend upon effective leaders and well-designed curricula*).
- Teachers and students are encouraged to exercise active learning process.
- Project works are assigned to the students and teachers are instructed to guide them in completing project related activities.
- Organizational development (*empowering faculty members to excel in their roles as educators according to our quality policies and procedures that encourage and reward teaching and continual learning*)
- Feedback is collected and analyzed by the IQAC.

Quality improvement strategies of Research and Development

- Budgetary provision is there to maintain and upgrade research infrastructure with ICT (*provision of separate room, Laboratory*). UGC and State Government grants are claimed for research work (*Minor and Major research projects*).
- Access to Library (*book, CD/DVD, papers and journals, e-library resource like N-LIST etc.*) is available.

- Participation in research and research methodology oriented Seminar, Workshop, Conference are encouraged.
- MGC-Research wing is always attentive to research and publication related issues with ISBN and ISSN.

Quality improvement strategies of Community Engagement:

- Awareness campaigns are held by NSS unit of the college to grow familiarity with the ground level facts of surrounding community. Problems of the local community are recorded (*manually as well as audio-visual media*) in a disciplined fashion.
- Observations from community engagement are grouped into different headings like, age group, gender, caste, religion, culture, income group, marital status etc.
- Based on the recorded facts, seminars and workshops are conducted, inviting respective Government and University officials, experts from NGOs, to address their needs and problems. Thereafter, action plans are prepared to engage the teachers and students for field visits.
- Achievements and failures of the above activities are placed to IQAC, University, and local government bodies, in a structured report.
- At the end, detail analysis is done for better performance in future.

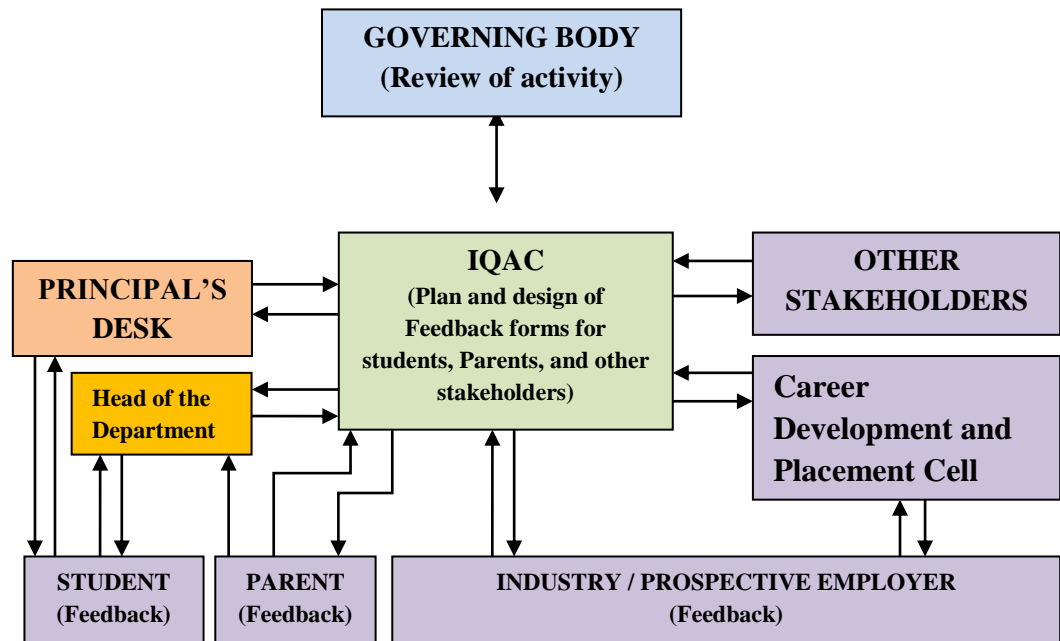
Quality improvement strategies of Human resource management:

- Students as human resource are main driving force of the college. Transparency of admission process (*honours, general, and major streams*) is improved through online admission (www.muralidhargirlscollege.com) since 2013-2014 academic session. Merit list is published in college website.
- Preparation of academic schedule, class routine, teaching-learning, examination schedule, and question paper preparation are done through the use of Information and Communication Technology (ICT).
- Active learning process, co-curricular and extra-curricular performance, sports, research, project works, and career development and placement process, health care and nutrition are meticulously maintained.
- Teachers as human resource are encouraged to involve in research and publication works, participation and paper reading in seminar.
- Use of ICT is made compulsory in all academic and non-academic activities.
- Non-teaching staffs as human resource take part in decision making process.
- Finally, feedback from students and parents are maintained and analyzed.

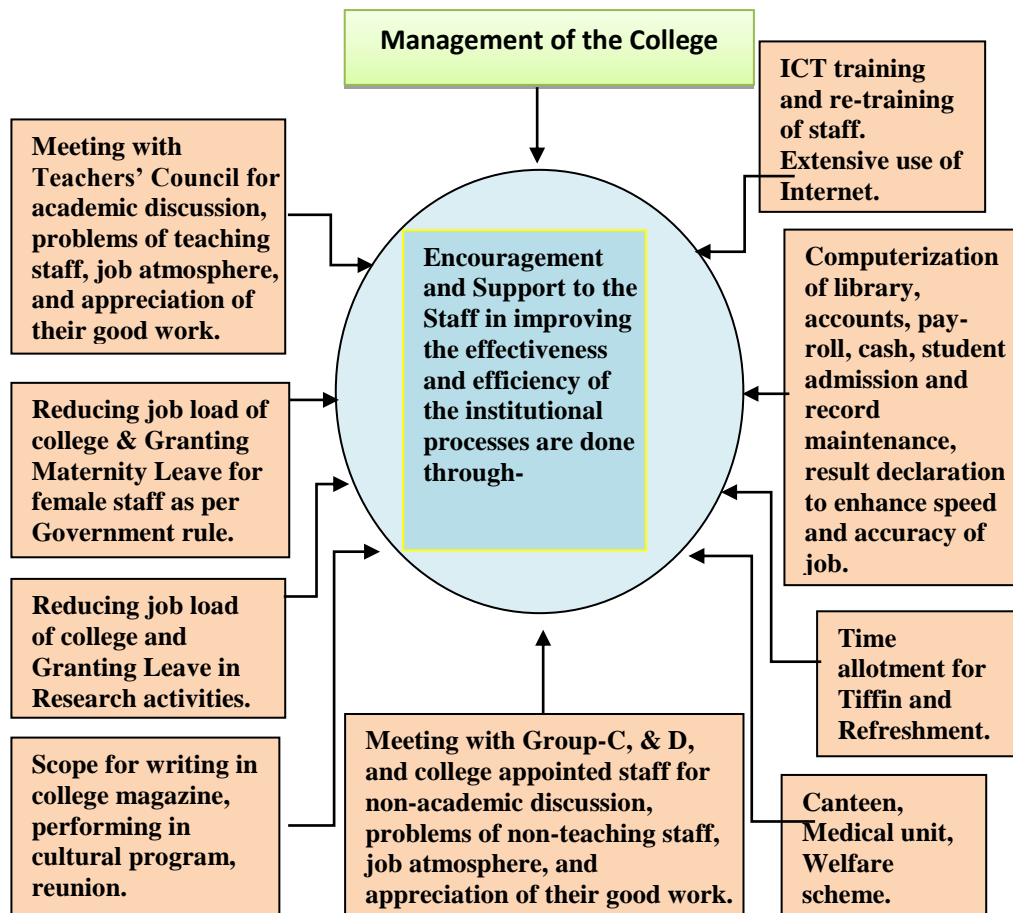
Quality improvement strategies of industry interaction:

- Experts from industry are invited to guide in career development and placement prospects.
- Constant search process for sponsorship from industry, in the field of academic ventures.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?



6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?



6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

Resolutions made by the Management Council in the last year & Implementation of such resolutions:

DATE	GOVERNING BODY RESOLUTION (2014-15)	STATUS OF IMPLEMENTATION
27/6/14	Prof. Chandrakala Dutta, Assistant Professor, Department of History, be released for 2(two) years w.e.f. 01-07-2014 under F.D.P. of U.G.C. for Ph.D. work	Released under FDP leave
11/7/14	Approved Leave-encashment benefit in respect of Smt. Chitra Satpathi, Ex-Librarian.	Received the benefit
	Approved the opening of the 'MGC Platinum Jubilee Fund' account in Andhra Bank MGC branch for operating financial transactions of Platinum Jubilee celebration of the college.	Account opened
	Approved the processing and sending of relevant papers for pay fixation of Smt. Rita Nag, GLI, Department of Botany, in Associate Professor scale	Fixation done
	Approved the recommendation of the Purchase Committee regarding AMC of equipment	AMC done
	Approved the purchase of Biometric attendance machine (Eureka Forbes.)	Purchased and installed.
28/07/14	Approved the recommendation by the West Bengal College Service the name of Smt. Shashi Subba for the post of Assistant Professor in Journalism & Mass Communication.	Appointment letter sent
	The Governing Body approved the recommendation by the West Bengal College Service Commission the name of Smt. Sampriiti Biswas for the post of Assistant Professor in Sanskrit.	Appointment letter sent
24/09/14	Approved the joining of Smt. Sashi Subba as Assistant Professor in the Department of Journalism and Mass Communication and Smt. Sampriiti Biswas as Assistant Professor in the Department of Sanskrit on 01-08-2014, forenoon. The Governing Body resolved that necessary papers regarding their joining, be sent for Pay-Fixation in U.G.C scale to the Education Directorate, Government of West Bengal.	Joined respective departments.
	Approved the joining of Sri Avirup Sinha as	Joined

	Teacher against FDP Leave of Smt. Chandrakala Dutta in Department of History on 01-08-2014, forenoon for the period upto 02-07-16.	
	Resolved that the Common Room and Students' Union Room will be renovated and repaired and electrification work done by a licensed technician. The old almirah should be replaced.	Building Com. and Purchase Com. to take action.
	Approved the recommendation by the West Bengal College Service Commission the name of Smt. Minati Saha for the post of Assistant Professor in Education	Appointment letter sent
	Resolved that teaching and non-teaching staff with salary below Rs.15,000/- be brought under ESI Scheme.	Under process
25/11/14	Resolved that Smt. Pritha Dey, College appointed Full-Time Contractual Librarian will continue till the visit of the NAAC team in 2015 and her tenure will be reviewed thereafter.	Continuing
	The Governing Body approved the maternity leave of Dr. Satarupa Roy, PTT, Department of Geography from 20.10.14 and Dr. Jhikmki Kar, PTT, Department of Geography from 01.11.14 for 180 days respectively.	Maternity Leave granted
23/12/14	Governing Body heartily congratulate Shri Jayanta Kumar Mitra, President of the Governing Body with a bouquet of flowers for having being appointed the Advocate General of the State of West Bengal.	Shri JayantaMitra was felicitated.
	Approved the joining of Smt. Bangasree Dey, Librarian on 09.12.2014, forenoon. The Governing Body resolved that necessary papers regarding their joining, be sent for Pay-Fixation in U.G.C scale to the Education Directorate, Government of West Bengal.	Joined as Librarian
	The Governing Body noted with great satisfaction the opening of NSS Unit II in the college upon the same being granted by NSS Advisory Committee w.e.f. 2014-15.	NSS Unit-II opened.
	Approved the slab change in salary of 12(twelve) Part-time teachers due to completion of service of 4(four) / 10(ten) years from the date of joining in response to G.O. No. 751-Edn(CS)-5P-46/99 dated 21.09.2011 (read with approval Memo. No. 524-Edn(CS) dated 30.06.2011.)	Slab change implemented

	Approved the recommendation of the Screening Committee held on 06.12.14 for the appointment of Smt. Sankari Samaddar, as Head-Clerk of this college within 30.12.14.	Appointment letter issued
	The Governing body approved the Medical Leave of Dr. Manasi Zaman for 10 days from 14.07.2014 to 23.07.2014 on full-pay basis and if commuted 20 days on half-pay basis.	ML Approved
12/2/15	Approved the joining of Dr. Minati Saha as Assistant Professor in the Department of Education on 03-01-2015, forenoon. The Governing Body also resolved that necessary papers regarding her joining, be sent to the Higher Education Directorate, Government of West Bengal for Pay-Fixation in U.G.C scale with the recommendation of Pay-Protection as Dr. Minati Saha is serving teacher and she has joined this college after taking release on lien for one year from her previous college, Institute of Education for Women, Hastings House, Alipore, Kolkata-700072 on 02.01.2015.	Joined
	Approved the joining of Smt. Sankari Samaddar as Head-Clerk of Muralidhar Girls' College w.e.f. 24-12-2014. The Governing Body resolved that necessary papers regarding her joining, be sent for Pay-Fixation to the Education Directorate, Government of West Bengal.	Joined
	Approved the Budget for the year 2014-2015.	Approved
	Approved the temporary recruitment of 2(two) Group-C staff with a starting salary of Rs.6000/- each and 2(two) Group-D staff with a starting salary of Rs.4000/- each for the college office. The required qualifications and age bar should be – i) For Group-c: Graduate with sufficient Computer knowledge/skill (Preferable Certificate Course), Not above 40years; ii) For Group-D: 8 th standard passed, Not above 40years. Advertisement be given in Bengali and English newspapers mentioning requirement for a reputed college in South Kolkata with P.O. Box No. Applications to be invited within 10days of the publication of the advertisement in the	Advertisement given

	newspapers.	
	Approved the formation of the Screening Committee as per Statute for recruitment with the following members: i) President – Chairperson, ii) Principal – Member, Convenor, iii) One Government nominee member of Governing Body, iv) Two Teacher nominee of Governing Body, v) One member external to Governing Body. In absence of President, members present will elect a President among themselves.	Screening Committee formed.
	Approved that a new Computer and Soft Board be purchased for the Library from the UGC Equipment fund (if available) or Library Fund.	Purchase to be done along with up gradation of software.
	Approved the up-gradation of 6(six) computers of the Journalism and Mass Communication Department from the Media-Lab Fees. The work to be given either to <i>Supreme The IT Mall</i> or <i>Saboo Computers</i> after consulting with their service engineers.	Estimates for up-gradation sought
	Approved the purchase of Steel Almirah for the students Union Room from Students' Welfare Fund.	Purchase done
	Approved the purchase of Laptop Computer (two if funds permit) from the UGC IQAC fund for the IQAC cell	Purchase done
	Approved the second phase of renovation work to be done by PWD, Govt. of WB from the financial assistance provided by the Government for this purpose. The work to be done on priority basis in accordance with University Examination dates and Admission for Academic Year 2015-16.	Renovation work by PWD done
	Approved the construction of a ramp on the stairs in the entrance of the college on urgent basis along with rails in the corridors and toilets to facilitate the students with disability as per UGC Guidelines.	Work done
	Reconsidered the resignation proposal of the Teacher-In-Charge, Dr. Manasi Zaman and resolved to accept the letter of resignation subject to the appointment of the next Teacher-In-Charge after her resignation. In the meantime the necessary process of appointment of the next Teacher-In-Charge may be initiated immediately. The names of the teachers to whom offer letter may be given in order of seniority are:i) Smt. Sukla	Letters issued

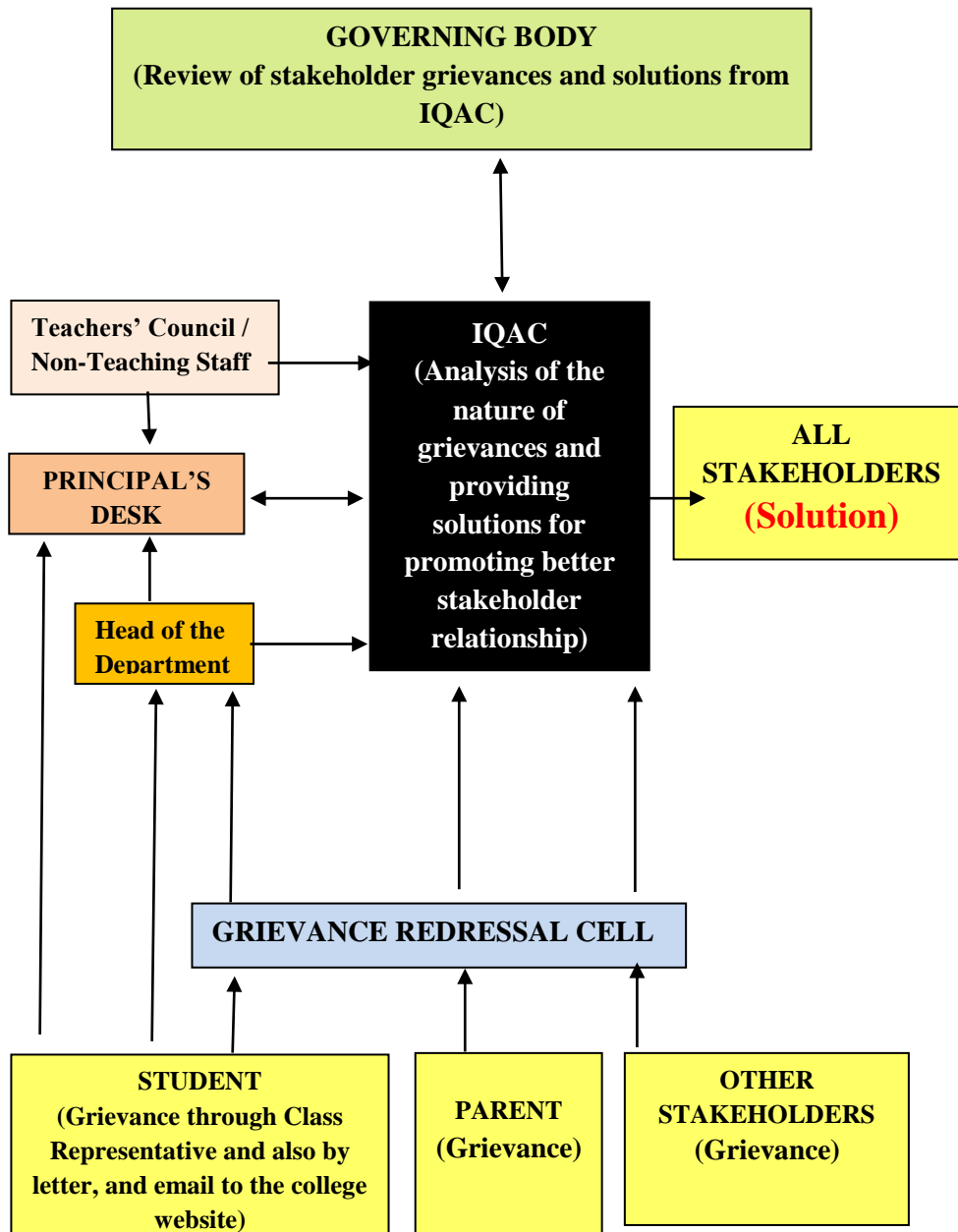
	Chakrabarti,ii) Dr. Madhumita Ghosh, iii) Smt. Mithu Banerjee.	
	As the post of Cashier has become vacant w.e.f. 24.12.2014 due to appointment of the previous incumbent of the Cashier, Smt. Sankari Samaddar as Head-Clerk of this college, the G.B. resolved that necessary action be taken for filling up the vacant post of Cashier with reference to G.O. No. 915-Edn(CS)/5P-77/97 dated 17.11.2007 and to seek the approval for filling up the post of Cashier from the DPI, Government of West Bengal.	Letter sent to DPI, Education Directorate, Govt. of W.B.
28/2/15	The Governing Body offered Smt. Sukla Chakrabarti, Associate Professor, Department of Philosophy, (the senior most teacher of the College as per service record) the post of Teacher-In-Charge. As Smt. Sukla Chakrabarti was unable to accept the offer, Dr. Madhumita Ghosh, Associate Professor, Department of English, being the next senior most teacher as per service record was offered the post of Teacher-In-Charge w.e.f.10 th March, 2015. Dr. Madhumita Ghosh accepted the offer vide letter dated 23.02.2015. The Governing Body therefore resolves that after resignation of the Teacher-In-Charge Dr. Manasi Zaman, w.e.f. 9 th March, 2015, Dr. Madhumita Ghosh, Associate Professor, Department of English, will be the Teacher-in-Charge w.e.f. 10.03.2015. Dr. Madhumita Ghosh – Teacher-In-Charge, will be the Drawing and Disbursement Officer (DDO) for all sorts of Government Grants w.e.f. 10.03.2015.	Process of TIC appointment initiated.
20/3/15	Resolved to accept the Resignation letter of Sri Jayanta Kumar Mitra, President, Governing Body (dated 03.03.2015) and once again congratulate him and wish him success as the Advocate General, Government of West Bengal. The members shall miss his esteemed presence in Governing Body.	Resignation of Shri Jayanta Mitra, President of GB accepted.
	Resolved to select Dr. Sanjukta Dasgupta as the new President of the Governing Body for the remaining period of the present Governing Body with effect from 06.04.2015.	Dr. Sanjukta Dasgupta new President of Governing Body
	Approved the recommendation by the West	Appointment

	Bengal College Service Commission the name of Dr.Safiul Islam for the post of Assistant Professor in English.	letter sent
	Resolved to accept and approve the resignation of Dr. Manasi Zaman, Teacher-In-Charge, Muralidhar Girls' College w.e.f. 10.03.2015 and approved the joining of Dr. Madhumita Ghosh, Associate Professor, Department of English, as the Teacher-In-Charge of Muralidhar Girls' College w.e.f. 10.03.2015.	Dr. Manasi Zaman resigned as TIC and Dr. Madhumita Ghosh joined as TIC.
	Approved the purchase of a Smart Board from the NCS Computech Ltd. from U.G.C. Funds.	Purchase done
	Approved the up-gradation of the On-Line Admission software and increase of Web Server Space in this regard. The fund will be released from the General Fund.	Up-gradation done
27/4/15	Approved the joining of Dr. Safiul Islam, Assistant Professor, Department of English on 21.03.2015, forenoon. The Governing Body resolved that necessary papers regarding joining of Dr. Safiul Islam, be sent for pay-fixation in UGC scale to the Education Directorate, Government of West Bengal.	Joined
	Resolved that accreditation by NAAC for the second cycle to be done on urgent basis in order to get financial assistance under RUSA scheme. For this purpose all forms of cooperation is required from the teaching and non-teaching staff of the college on urgent basis.	Preparation for NAAC initiated
	Resolved that Dr. Gargi Nath, Principal, Jogamaya Devi College, Dr. Debashis Chattopadhyay, Principal, South Calcutta Law College and Dr. Sudip Chakraborty, Associate Professor and Bursar, Behala College be invited to be the nominated members of the Internal Quality Assurance Cell (IQAC) for a period of two years as per UGC Guidelines.	IQAC restructured with new members
	Resolved that a total amount of Rs.11,00,000/- (Rupees Eleven Lakhs) was utilised for Construction of Lift at Muralidhar Girls' College, P-411/14, Gariahat Road, Kolkata-700029, by Public Works Department (PWD), Electrical Construction Division, Government of West Bengal.	UC given by PWD

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

The College is **affiliated** to the **Calcutta University, Kolkata**. The affiliating University does not make any provision for according autonomy to the college.

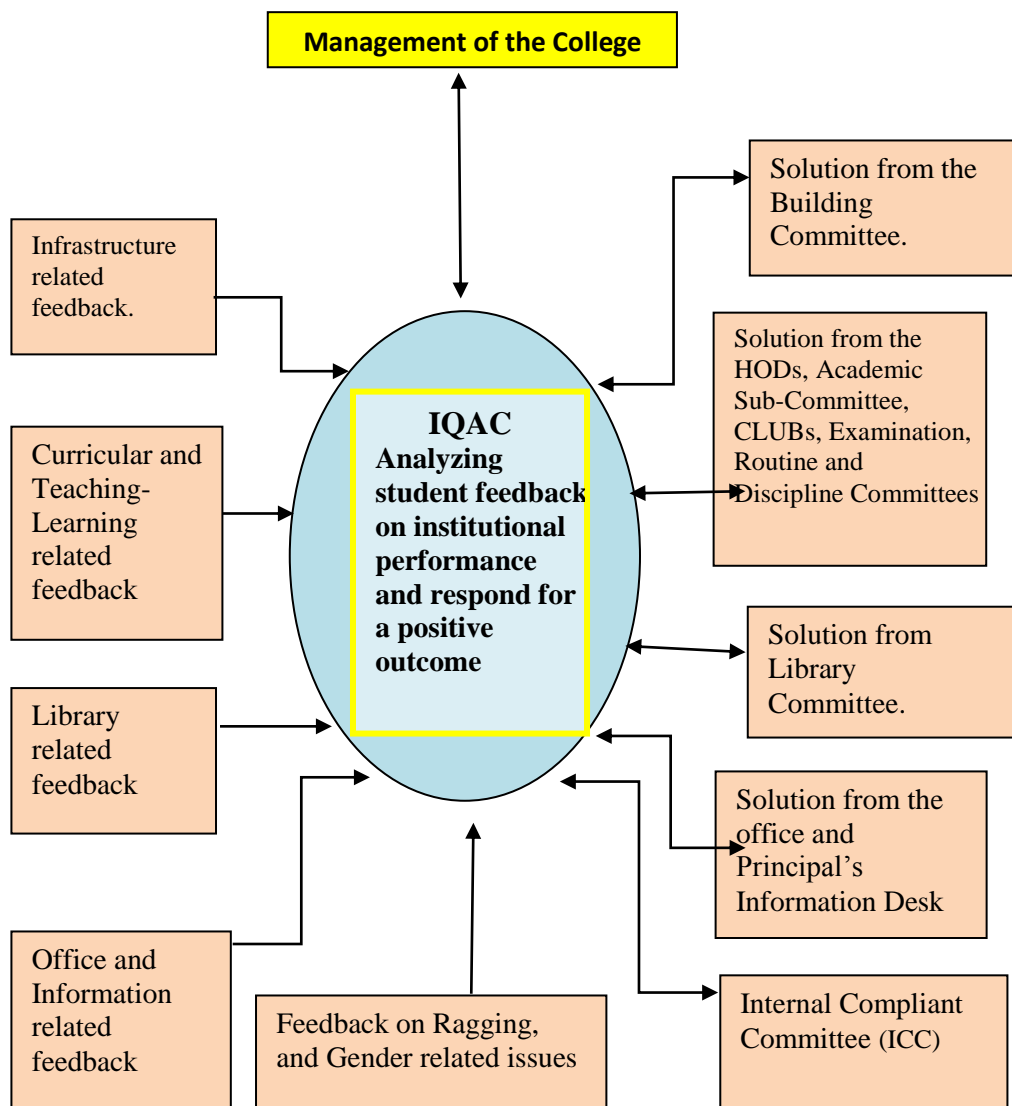
6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?



6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

No, during last four years, there had been **no instance of court cases** filed by and against the institute.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?



6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non-teaching staff?

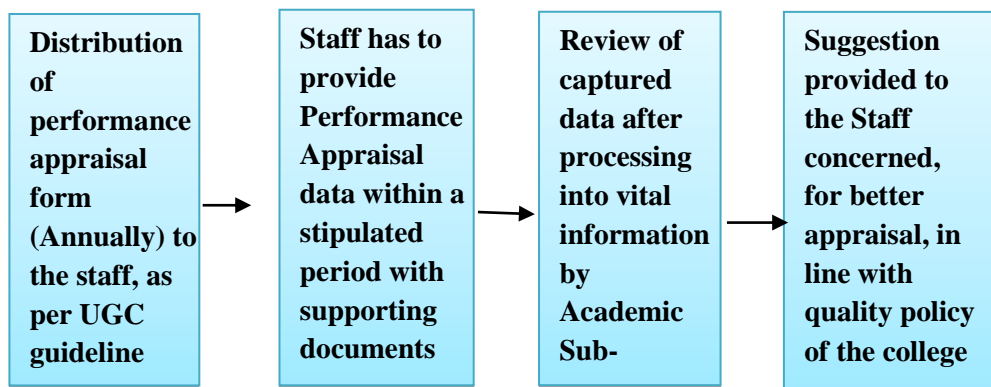
The college remains always supportive in enhancing professional development of its teaching and non-teaching staff. Efforts taken by the college in this respect are:

- Granting Leave to complete research oriented jobs, Ph.D. Course Work, Refresher Course, Orientation Program, training programmes etc.
- Providing Duty Leave to attend Government / University level meetings, like, Board of Studies, Pollution Control Board, Governing Body meetings of various colleges, Fact Finding Committee meeting, Advisory Board meeting etc.
- Duty Leave to attend workshops / meetings for office staff regarding professional attributes.
- Encouraging for Faculty Development programs, sponsored and organized by Government, Corporate entities and college.
- Support to be a part of the university examination system, like, Paper Setter, Examiner etc.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

- Training for ICT related issues.
- Training to use different computer software.
- Arranging NAAC seminars regarding quality control issues.
- Training to use COSA software.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.



6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

After thorough review of the performance appraisal reports by the management, the major decisions taken are:

- Request the staff concerned to pursue for better professional development program.
- Send them to take part in training programs related to their teaching-learning process.
- Always inform national and international standards of curricular design and educational models.
- Provide better professional atmosphere for better performance.
- Strengthen information base.
- Promote research activities for staff.

Stakeholders are communicated through formal meetings of HODs, IQAC, and stakeholders concerned.

6.3.5 What are the welfare schemes available for teaching and non-teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

Welfare schemes for the teaching staff include:

- Facility of loans at concessional rate of interest from MGC Cooperative Credit Society,
- Ad-hoc payment of salary in the months of non-receipt of pay packet,
- Maternity Leave, Study Leave, Duty Leave,
- Participation in Faculty Development Programmes,
- Use of college infrastructure for individual research,
- Library Facility, Internet Facility and Conducive Environment.
- The payment of salary is made on the first day of every month.
- The payment of gratuity is made on the day of superannuation.
- PF loan facility is available.

Welfare schemes for the non-teaching staff include:

- Facility of loans at concessional rate of interest from MGC Cooperative Credit Society,
- Bonus/Ex-Gratia paid during festival like Durga Puja,
- Ad-hoc payment of salary in the months of non-receipt of pay packet,
- Maternity leave,
- Library Facility, Internet Facility And Conducive Environment.
- The payment of salary is made on the first day of every month.
- The payment of gratuity is made on the day of superannuation.
- PF loan facility is available.

Year	Category of staff	Welfare Scheme	%age availed
2011-2012	Teacher	Cooperative loan	19.6
		Puja advance	44.64
		Bonus	x
		Maternity Leave (no.)	1
	Non-Teaching and Library	Cooperative loan	44.82
		Puja advance	65.5
		Bonus (no.)	29
		Maternity Leave	1
2012-2013	Teacher	Cooperative loan	20.75
		Puja advance	41.5
		Bonus	1
		Maternity Leave	x
	Non-Teaching and Library	Cooperative loan	44.82
		Puja advance	62.06
		Bonus	29
		Maternity Leave	x
2013-2014	Teacher	Cooperative loan	21.27
		Puja advance	51.06
		Bonus	1
		Maternity Leave	1
	Non-Teaching and Library	Cooperative loan	33.33
		Puja advance	73.3
		Bonus	30
		Maternity Leave	x
2014-2015	Teacher	Cooperative loan	17.39
		Puja advance	45.65
		Bonus (PTT, CWTT)	22
		Maternity Leave (no.)	2
	Non-Teaching and Library	Cooperative loan	39.28
		Puja advance	82.35
		Bonus	29
		Maternity Leave	x

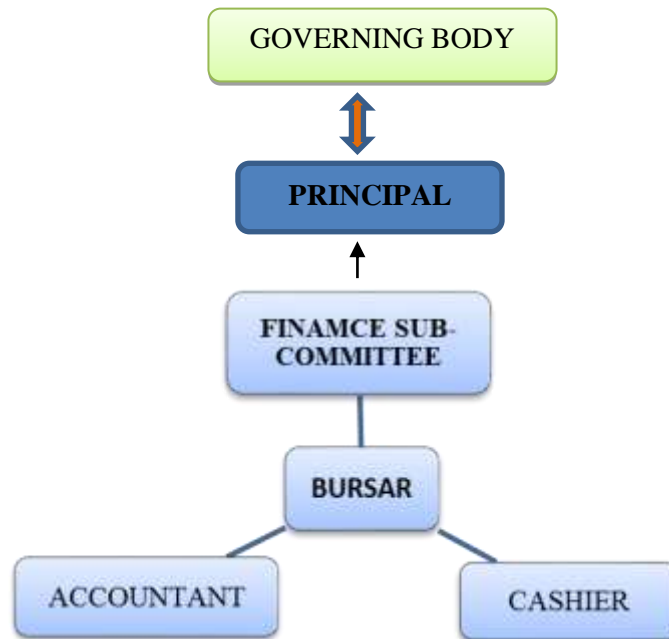
6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

College always invites eminent faculties of different subjects to share their valuable knowledge and expertise in UGC as well as college sponsored Seminars, Workshops. They are provided with TA, Honorarium.

6.4 Financial Management and Resource Mobilization

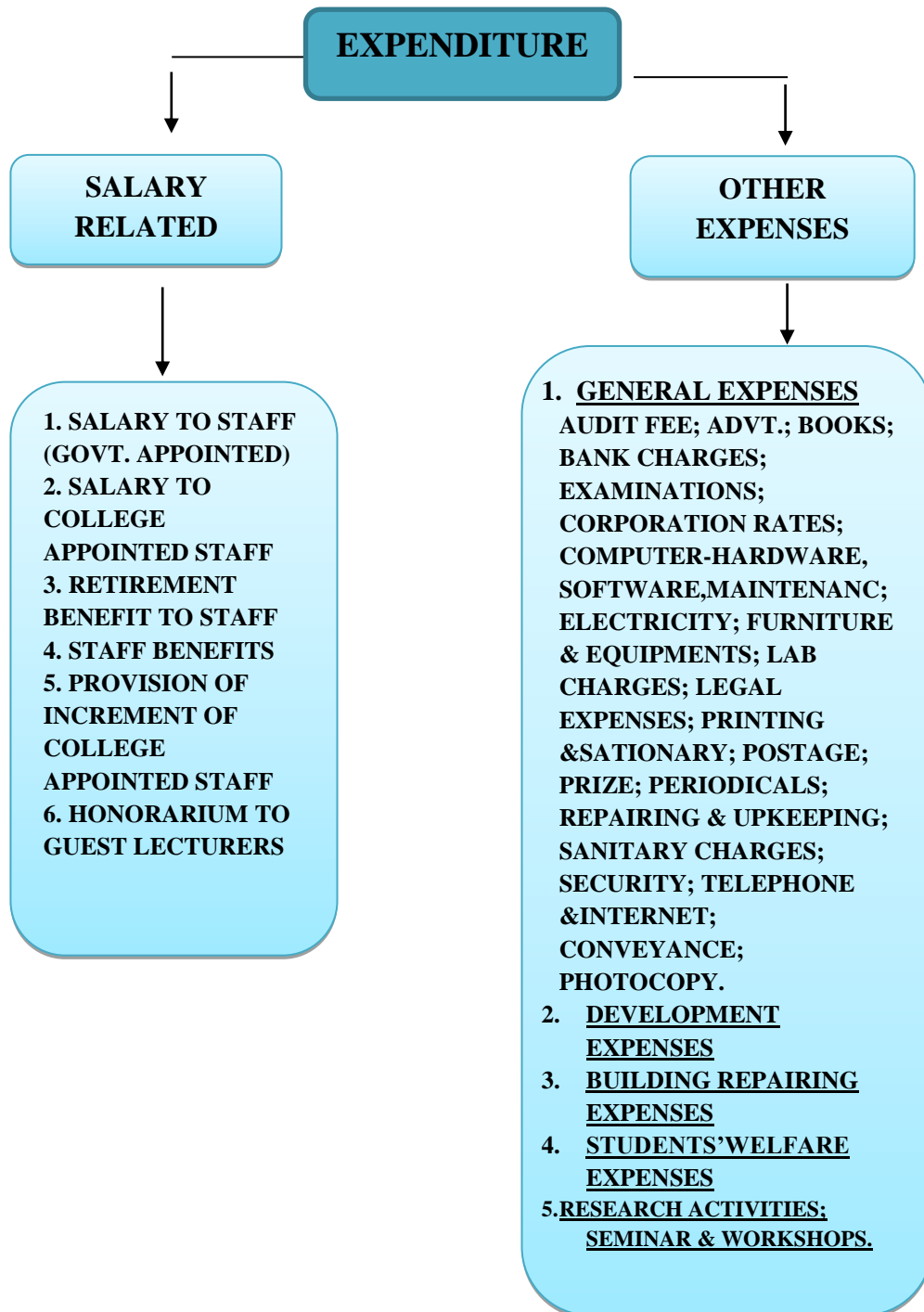
6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

Mechanism to monitor effective and efficient use of available financial resources:



- The Cash section and Accounts department headed by Accountant works under the supervision of the Finance Sub-Committee and Bursar under the guidance of the Principal. The Principal reports to the Governing Body.
- Accounts department undertakes all works related to accounting including treasury and bank operations and preparation of annual draft budget of the college with consultation and supervision of Bursar and Finance Sub-Committee.
- The Draft Budget is prepared at the end of each financial year using standard method of budget preparation, taking into consideration the financial requirements of each department and the general development plans designed by IQAC, Building Committee and sub-committees.
- Department / Section / Unit have to raise requisition of purchase with budget / estimate and place to the Bursar for necessary approval.
- After getting approval from the Principal the draft budget is finally submitted to the Governing Body for approval. Then the budgetary allocations are made available for implementation following relevant financial rules and regulations.

- Expenditure are of 2(two types: i) Salary related expenses and ii) Other expenses.



- Annual Budget is made for the Remuneration (Salary from College Fund, and Self-Financed Courses) and general Expenses.
- For the other expenses provision is made by the Finance Sub-Committee as per requirement in consultation with IQAC and Principal.
- Purchases are made on basis of quotations, Tender or e-tender depending on the amount.
- Work-orders are issued to vendors.

Name of the Fund	Purpose of use
General Fund	General Expenses
Development Fund	Developmental activities (Infrastructure)
Building Repairing Fund	Renovation and repairing of building
Student' Welfare Fund	Student related activities
NAAC Fund	Research activities; College Seminar etc.
UGC Fund	Books, Equipment, UGC sponsored Seminars, Minor Research Projects, Career Counselling, Remedial
State Govt. Grants	Developmental activities

- The **Principal acts as Drawing and Disbursing Officer (DDO)** and receives grants and presents financial reports and **Audited Utilization Certificates** to different funding agencies such as UGC, State Government etc.
- Payments are made on the basis of the Bills submitted to the Accounts section. Bills submitted to the office of accountant for record and verification is then sent to the Bursar for verification and approval finally to Principal for approval.
- Payments are made either in the form of cheque or DD. Small payments are made in cash. **Petty Cash transaction** limits are fixed by the Finance Committee.
- The Finance and accounts operation of the college are **regularly audited by the auditors deputed by the Director of Public Instructions, Government of West Bengal as statutory audit.** *Audit till the financial year 2013-14 has been completed. The audit for the next financial year (2014-15) is on process.*
- **Asset Registers** are maintained department-wise, financial year-wise and planned expenditure-wise.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

- As internal audit process, accounts section always exercises standard auditing procedure with up-to-date file maintenance system.
- Accounting and financial records are maintained through computer software.
- Record related to Salary (COSA implemented), CAS, Leave Statement, Loans and Advances are digitally processed and maintained.
- External Audit is done annually with detail physical verification of files and assets. Auditing is performed for other funds also, time to time.
- Audit Report is submitted to the Governing Body to review major audit objections, if any, followed by instructions to comply accordingly.

Last audit was done for the financial year 2013-2014. No major audit objections are there in the audit report. Compliance report states that the audited accounts give a true and fair view of the state of affairs of the college as on 31st March, 2014. (See Annexure VII for Audit Reports)

6.4.2 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

Major sources of institutional receipts / funding:

- Monthly Tuition fees from students.
- Other Fees: Admission Fees
 - College Exam Fees
 - Casual Student Fees
 - College Identity Card Fees
 - Electricity Charges
 - Fine
 - Field Study Tour Fees
 - Laboratory Fees
 - Non-Resident Students' Centre
 - Subject Change Fees
 - Transfer Fees
 - Withdrawal Fees
- Miscellaneous Receipts
 - Interest on Fixed Deposit
 - Library Identity Card Fee
 - Sale Proceeds (Prospectus, Form, Academic Calendar)
 - University Exam & Registration Form
- UGC grant.
- Development grant from State Government through College Sponsored branch, Education Directorate, Government of West Bengal.
- Funds from MPLAD.
- Grants from the Govt. of West Bengal for payment of salaries to its staff.

STATEMENT OF INCOME DURING LAST 4 YEARS (in ₹)

Particulars	2011-12	2012-13	2013-14	2014-15
UGC Grant	210,000	2,717,980	963,100	392,000
Development Grant from State Govt.	900,000	1,900,000	7,087,489	160,000
Salary Grant from State Govt.	36,408,438	40,264,925	43,909,552	46,016,495
MPLAD Fund	0	1,000,000	0	0
Other Grants	0	0	0	32,850
Fees from Students	3,377,720	2,961,224	4,741,741	Audit in progress
Miscellaneous Receipts	567,712	1,049,491	1,235,975.60	Audit in progress
TOTAL	4,14,63,870	4,98,93,620	5,79,37,857.60	4,66,01,345

STATEMENT OF EXPENDITURE DURING LAST 4 YEARS (in ₹)

Particulars	2011-12	2012-13	2013-14	2014-15
UGC Grant	210,000 UC submitted	2,717,980 UC part submitted part pending	963,100 Work in Progress	To be utilized in Feb, 2016 for 5 UGC sponsored National seminars
Development Grant from State Govt.	900,000 UC submitted	1,600,000 UC submitted Rest-Work in Progress	7,087,489 UC pending from PWD	160,000 UC submitted
Salary Grant from State Govt.	36,408,438 UC submitted	40,264,925 UC submitted	43,909,552 UC submitted	46,016,495 UC submitted
MPLAD Fund	0	1,000,000 UC submitted	0	0
Other Grants	0	0	0	32,850 UC submitted
Fees from Students	3,945,432 Audited	4,010,715 Audited	5,977,716.63 Audited	Audit in progress
Miscellaneous Receipts				
TOTAL	414,63,870	495,93,620	579,37,858	4,62,09,345

The fee structure has been fixed by Govt. of West Bengal and prevails throughout the State. 50% of the Tuition fees collected from the students are deposited in the Government exchequer. Rest 50% is retained by the college to meet its expenditure.

Deficit Management technique: During the last four years the Audited Income and Expenditure statement shows no deficit.

Audited Income and Expenditure statement of academic and administrative activities of the previous four years: See Annexure
Reserve fund/corpus available:

FUND	2010-11	2011-12	2012-13	2013-14	2014-15
General Fund	902,245.25	1,999,386.50	379,828.00	1,748,881.63	1332,652.00
Development Fund	115,866.00	43,959.00	136,731.00	766,588.00	644,982.00
Building Repairing Fund	166,387.00	(-) 129,099.00	209,395.00	576,279.00	743,703.00
Students' Welfare Fund	(-) 9,847.00	138,034.00	105,305.00	459,458.00	200,671.00
Total	1174,651.25	2,052,280.50	8,31,259.00	3,551,206.63	2922,008.00

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

Additional Fund Source	Utilization
Rent from Bank	For developmental purpose
Venue Charge of Competitive Exams	

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

- Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**
- How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?**
- Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.**
- How do students and alumni contribute to the effective functioning of the IQAC?**
- How does the IQAC communicate and engage staff from different constituents of the institution?**

a) Yes, the college has established an Internal Quality Assurance Cell (IQAC) which has been working since 2004. IQAC reflects quality management structure, strategies and processes which would enhance academic performance and quality of the institution as perceived by the top management, principal, faculty, students, alumni and other stakeholders in line with the vision, mission and goals of the institution.

MISSION OF IQAC

To impart value based and quality education to equip the students with knowledge, skills and attitude through traditional, modern and innovative methods.

FUNCTIONS OF IQAC

- IQAC constantly works to improve teaching learning process of the college through application of quality benchmarks/parameters for the various academic and administrative activities of the institution.
- IQAC monitors promotion, implementation and continuous improvement of the curriculum of various Classes.

- IQAC takes initiative to bring new and innovative co- curricular and extracurricular activities and combine it effectively with the curriculum, to improve the overall personality of the students.
- IQAC works towards enhancement of the learners' knowledge & capacity both for the slow learners and advanced learners.
- IQAC takes initiative in introducing new job oriented courses as per changing trends in education based on the feedback from students, industry and other stakeholders.
- IQAC organizes lectures, seminars and workshops on various cross cutting issues.
- IQAC takes initiative in modernizing and upgrading infrastructure and equipment both for academic and administrative use and organizing training for the same.
- IQAC introduces advanced teaching aids to facilitate the teaching learning process, thereby enhancing students' participation level.
- IQAC facilitates research activities and encourages teachers to participate in various Faculty Development Programmes and undertake research activities.

b) IQAC decisions for implementation and approval by the management:

Sl. No.	IQAC decision	Management approval
1.	Computerization of Accounts Section	Approved by the GB
2.	Computerization of General Section	Approved by the GB
3.	Computerization of Library	Approved by the GB
4.	Biometric Attendance	Approved by the GB
5.	CCTV	Approved by the GB
6.	Introduce UGC sponsored Add-On Course	Approved and instructed to send proposal to the UGC, with immediate effect
7.	Introduce college sponsored Soft Skill Development Course for students (computer skill-ICT, office works, spoken English) with minimum fee for the students	Approved and running successfully
8.	Introduce college sponsored ICT training for teachers	Approved and running successfully
9.	Introduce Parents' Day for relation building measure and student appreciation	Approved and accepted as an annual event
10.	Collaborate with Institute of Jute and Fiber Technology, Calcutta University to avail Government of India sponsored training modules and development of entrepreneur	Approved and running successfully
11.	Meeting between the Principal and Class	Approved and meeting

	Representative	held on monthly basis
12.	Introduce Yoga and Table Tennis under professional coaching	Approved and going on
13.	Install Solar Power for renewable energy	Approved and Deployed successfully
14.	Provision for Smart Class cum Seminar room with Smartboard	Approved and the process initiated
15.	Introduce Tiffin hours	Approved

c) **Yes, IQAC have external members on its committee. Significant contributions are:**

- Initiated the process to invite fund from Industry under Corporate Social Responsibility.
- Arrangement of Seminar and Workshop on Banking, Finance, and Share Market.
- Framing Career Development and Placement Cell.
- **Suggestions to shape-up IQAC activities in a more constructive way.**

d) **Students and Alumni contribution for effective functioning of the IQAC:**

- Class Representatives (CR) of 16 departments are informed directly by the Principal in monthly CR-Principal meeting, about IQAC initiatives.
- CRs are requested to submit their departmental action plans to accomplish IQAC directives. They participate in Active Learning process and interactive competitions.
- Alumni Association members conduct career development seminars and share their hard-earned experiences to boost-up the student moral. They also explore placement avenues for students also.
- Alumni Association arranges medical camps for students.

e) **IQAC effectively communicates and engages all the staff from different constituents of the college.** The IQAC conducts quarterly meetings in a year for the planning and implementation of quality enhancement measures with the staff. The feedbacks given by the staff are included in its annual plan.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

Yes, the institution has a well-established mechanism for quality assurance of the academic and administrative activities. The Principal along with IQAC establishes a better association and correlation between academic and administrative activities.



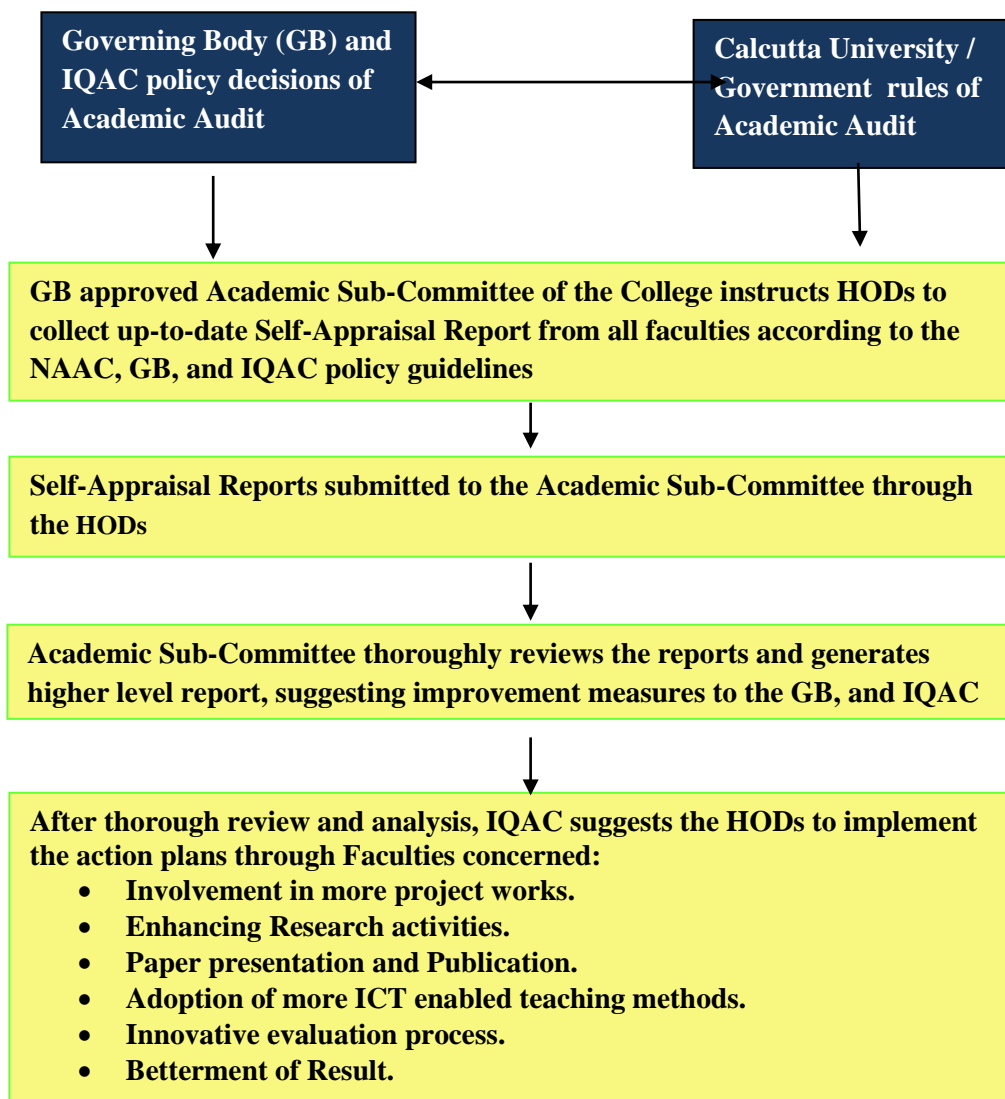
6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

Sl. No.	Year and Venue of State / University / College conducted NAAC-IQAC-AISHE Training	Persons attended	Impact
1.	2012 (Calcutta University (CU) and Education Directorate, Government of West Bengal conducted meeting on All India Survey on Higher Education (AISHE) by Ministry of HRD, Government of India)	AISHE coordinator and Electronic Data Processing (EDP) personnel	Discussion and interaction with IQAC / AISHE Cell of the Calcutta University (CU) resulted into enrichment of IQAC and AISHE File Management System by the Office. AISHE report uploaded for 2010-2011, 2011-2012.
2.	2013 (College Conducted)	Teacher-In-Charge(TIC), and IQAC Coordinator with all Teaching / Non-Teaching Staff	Detail discussion and interaction with IQAC Cell of the Calcutta University (CU) resulted into betterment of File Management System by the Office & Accounts Section, and also adoption of efficient Teaching-Learning Process through Active Learning.
3.	2013 (Calcutta University (CU) and Education Directorate, Government of West Bengal conducted meeting on All India Survey on Higher Education (AISHE) by Ministry of Human Resource	TIC, IQAC & AISHE coordinator, Electronic Data Processing personnel, and Office Staff of General Section	Discussion and interaction with IQAC / AISHE Cell of the Calcutta University (CU) resulted into enrichment of IQAC and AISHE File Management System by the Office. AISHE report uploaded for 2012-2013.

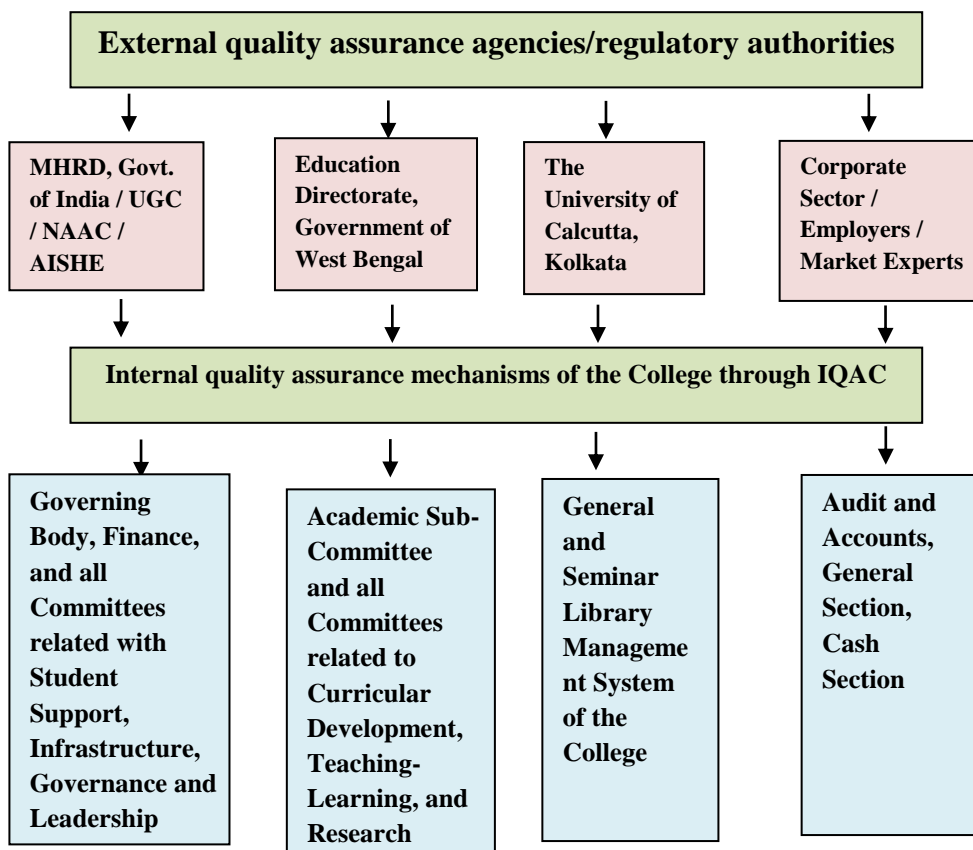
	Development, Government of India)		
4.	2014 (CU and Education Directorate, Government of West Bengal conducted meeting on All India Survey on Higher Education (AISHE) by Ministry of Human Resource Development, Government of India)	BURSAR & IQAC Coordinator, AISHE coordinator, and Electronic Data Processing (EDP) personnel	Detail discussion and interaction with IQAC / AISHE Cell of the Calcutta University (CU) resulted into enrichment of IQAC and AISHE File Management System by the Office. AISHE report uploaded for 2013-2014.
5.	2015 (Vivekananda College in collaboration with Calcutta University (CU) conducted meeting on NAAC-IQAC)	IQAC Coordinator, and Governing Body member	Detailed discussion on preparation for NAAC visit
6.	2015 (Ramkrishna Mission Vidyamandir and Department of higher Education, Government of West Bengal conducted meeting on NAAC-IQAC)	Principal, IQAC Coordinator	Discussion on NAAC Assessment and Accreditation: Implementation at the Institution Level
7.	2015 (West Bengal State Council of Higher Education in collaboration with Calcutta University (CU) and Education Directorate, Government of West Bengal conducted meeting on NAAC-IQAC)	Principal, IQAC Coordinator	Detail discussion and interaction with IQAC Cell of the Calcutta University (CU), and Government official resulted into betterment of Governance and Leadership aspects, Students Support & Mentoring, File Management System by the Office & Accounts

			Section, and also adoption of efficient Teaching-Learning Process through Active Learning.
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6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?



6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?



6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The institution has a clearly defined and efficient mechanism to monitor the learning outcomes.

- The progress of the students is monitored through class tests, assignments, group discussion, seminars and project work.
- University prescribed Mid-Term exams and Selection Tests also help to assess the progress.
- 75% of attendance is compulsory for every subject. Shortage of attendance is calculated by office and notified. Parents of defaulters are called to meet respective faculty members, if required. During their interaction, feedbacks regarding teaching-learning process are taken. Every feedback is noted and grievance is readdressed.
- The student feedback forms also aid in assessment of teaching-learning.
- Departmental meetings are conducted on basis of these feedbacks.
- The Alumni of the college shares their viewpoints and also participate in the teaching learning process of the college. They give their significant suggestions for the betterment of the institution.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?



Any other relevant information regarding Governance Leadership and Management which the college would like to include.

Nil

CRITERIA VII: INNOVATIONS AND BEST PRACTICE

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

Environment has become the most important subject since the last three decades. Awareness about environmental issues such as ozone depletion, greenhouse effect, global warming, air pollution etc. is increasing. The college has sincerely taken up these issues. It is making dedicated efforts in spreading awareness and reducing pollution.

The college has constituted a Green Audit Committee consisting of faculty members and students which regularly undertakes various tasks such as:

- Regular counselling of students to maintain the campus clean.
- Students are encouraged to use paper and jute bags instead of polythene bags. Use of polythene bags is discouraged.
- Green Audit Committee ensures that students maintain eco-friendly environment in the college. Placards are displayed at various spots in the college regarding the same.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

* **Energy conservation**

- The college has well-lighted and well ventilated class rooms, hence not much tube lights are needed during teaching hours. The college building is cool because of high roofs.
- The College plans to use Energy saving CFL tubes instead of conventional bulbs and tubes.
- Class Representatives and staff take the responsibility of switching off lights and fans in the class rooms.

* **Use of renewable energy**

- The College installed **5Kv Solar Power Station on the college rooftop to inject Solar Energy** i.e., a **renewable source of energy**, into the main electricity supply line of the College from the Calcutta Electric Supply Corporation.

* **Water harvesting : N.A.**

* **Check dam construction: N.A.**

* **Efforts for Carbon neutrality:**

- The canteen contractor is strictly instructed to use only LPG Cylinder and not coal or any other fuel which emits carbon.

- Dry waste garbage is not put on fire.

* **Plantation**

Go Green Club owns the responsibility of plantation in the college. In- spite of non-availability of land, and extensive renovation work by PWD the college tries to maintain plants in pots.

* **Hazardous waste management**

- Under Swachh Bharat Abhiyan the students are made aware to keep the campus clean and throw all the waste material in the dustbins.
- The College plans to segregate the garbage collected on daily basis into biodegradable waste and non-biodegradable waste and collect them in separate bins and dispose them off in the corporation bins.

* **e-waste management**

Purchase of Electronic Data Processing (EDP) equipment are done through exchange offer with older machines of the College to avoid dumping of e-waste. Invalid computer systems are given to those agencies that have the infrastructure of proper e-waste management. Environment friendly EDP devices are purchased.

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

1. The College installed **5Kv Solar Power Station on the college rooftop to inject Solar Energy** i.e., a **renewable source of energy**, into the main electricity supply line of the College from the Calcutta Electric Supply Corporation.
2. To **promote paper-less transactions** the College uses **Electronic Media**, as much as possible. Use of college **website** and **social media** for information exchange, **online admission** for honours and general courses, **computerization of office and library** are some of the vital steps taken in this regard.
3. The college has many Extra / Co-Curricular activities and these are practiced regularly. The **innovative part** of this practice is that the college is giving so much importance to all these activities that they are not only treated as **Extra or Co-Curricular** subjects but are getting a new dimension **dissolved into the main curriculum**.
4. The college arranges many seminars and workshops which are of

‘immense importance ‘to subsequent departments. Our **innovative practice to find out different inter-disciplinary areas from the proceedings of the seminars and workshops and submit those points to the respective departments.** As a matter of fact the students go through the proceedings of the seminars and workshops meticulously and point out the areas focused and helpful to other departments. This will help not only the concerned departments but the other department also can reap the benefit from the expert analysis.

5. **The students’ activities to neighborhood extension services include research work too.** Through these research projects, they gather information, analyze them and write reports on that. **These reports are then submitted to the respected Municipal and Administrative bodies. There lies the innovative practice that the students not only do the research but they also submit the reports to the concerned authority so that they cannot use those information and analyzes for any developmental work.**
6. **ICT & E – GOVERNANCE:** The College is **75 years old** and along with time the institution has stepped forward into Digital age. The administrative and day to day work of the office is done through computers. **A Workstation has been installed in the Principal’s room to monitor the entire function of the college.** The Administrative Office, Cash and Accounts Section, General and Seminar Libraries, each Department is connected to the Principal’s workstation through Computer Network (LAN) that helps the Head of the institution to get any information at one click and whenever it is necessary. **High Bandwidth BSNL Internet connection, Biometric System Server and CCTV Server** is also deployed in the Principal’s Room. The Principal not only monitors the system but also administers it to keep the data secured.
7. **E-waste management:** Purchase of **Electronic Data Processing (EDP)** equipment are done through **exchange offer** with older machines of the College to avoid dumping of e-waste. Invalid computer systems are given to those agencies that have the infrastructure of proper e-waste management. Environment friendly EDP devices are purchased.

7.3 Best Practices

Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

Best Practice

Title of the Practice - 1:

Institution-Neighbourhood-Community Network through NCC (National Cadet Corps) and NSS (National Service Scheme)



NCC - Educating students through Unity and Discipline

NSS - Combined participation of students and teachers through Community Service.

Goal:

- Develop sense of unity and discipline within the students from different culture and socio-economic background and motivate them to join the Indian armed forces.
- Create a team of trained youth with leadership qualities in all aspects of life so that they can render selfless service to India irrespective of which career they decide.
- Encourage them to build Comradeship, Secular Outlook, Adventure and Sportsmanship.
- Grow the feeling towards the Community and to understand themselves in relation to the Community.
- Identify the needs & problems of the Community and involve them in problem solving process.
- Gain skill in mobilizing community participation and also to develop capacity to meet emergencies and natural disaster.

The Context:

- The most challenging part while designing and implementation of NCC and NSS programmes is to groom positive and fearless mindset among the students, teachers, and parents.
- Detail planning is required for at-least 10 years to sustain rigorous action plans formulated and instructed by the Indian Army.
- Academic schedules are accordingly be adjusted for those who will join the NCC and NSS.
- The college must be extremely careful to the required number of enrolment in NCC / NSS, to retain these services.
- The College must take responsibility to keep the Students / Cadets medically fit as per NCC / NSS rules and regulations. Arrangements for medical examination of students / cadets must be done.
- Accommodation and Playground have to be provided by the College

for NCC / NSS office, storeroom, strong room, and NCC parades.

- Building connections to the Government / Municipal Bodies / NGOs are very essential.

The Practice:

NCC and NSS is now regarded as the third dimension of education which gives ample scope to incorporate extension activities apart from the standard two dimensions, teaching and research. This scheme aims at personality development of the student through community services and to arouse the social conscience of the students, providing them an opportunity to work with the people. It is truly a concrete attempt to make education relevant to the needs of the society. The importance of participation in extension services is projected through the mission of the College. At the time of admission, students are motivated to join various extension activities like NCC and NSS. Before enrollment, motivational lectures are arranged so as to motivate maximum number of students to join these activities. The information regarding all extension activities is disseminated through prospectus so as to facilitate students in their choice of activity. Various information about future prospects of NSS and NCC are given so as to create interest among them. For every academic year the schedule of extension and outreach programmes is planned and executed by the in-charges of the different cells. The college offers its students the opportunity to join NCC. Proper enrollment is done in NCC units. NSS membership forms are distributed after admission. Senior student volunteers describe their experiences and usefulness of NSS to inspire the new members. Regular seminars are organized to make the students aware about the rules and duties of NSS service. The expenditure for the extension activities is borne by the Units own fund but the expenditure over and above is reimbursed by college. In the current financial year the college has thought of creating a fund and making a budgetary provision for promoting these activities. The NSS and the NCC unit of the College work towards promoting citizenship roles in students. The in-charge of the respective units track the involvement of the students. The students, who actively participate in these extension activities throughout the year, are awarded certificates and medals at the Annual Prize Distribution Function so as to encourage other students to come forward and participate in community network movements. The College thus inculcates the ideal of good citizenship in the minds of the students ensuring their active involvement in different aspects of the society. The college fully supports the cadets who go for camps. The in-charge of the NSS and NCC units are encouraged to attend Seminars /Refresher /Orientation /Training

Courses /Conferences and Workshops. College administration grants duty leave to the participants in these activities. This encourages them to participate enthusiastically in extension activities.

Evidence of Success:

Awards received by the NSS Unit of the College:

Date	Name	Award
31.03.2012	Ms. Rinku Bera	NSS Best Student Female Volunteer
31.03.2012	Dr. Anita Chattopadhyay Gupta	Best NSS Female Programme Officer
01.02.2013	Muralidhar Girls' College	Best College with NSS Unit by CU,
01.02.2013	Ms. Yasmin Ara	NSS Best Student Female Volunteer

Awards received by the NCC Unit of the College:

After observing over all activities the First Bengal Girls Battalion NCC unit has increased the strength of Muralidhar Girls' College NCC Unit from 105 to 160 to become a Company in the year 2014.

Name of Student/ANO	Achievement	Organization	Year
ANO Kaveri Roy	Best Firer	Officer Training Academy Gwalior	2012
ANO Kaveri Roy	Only Lady ANOin Sailing Expedition from Farakka to Kolkata	NCC	2013
ANO Kaveri Roy	National Integration Camp & Prime Minister Rally	Representative of West Bengal & Sikkim Directorate.	2015
Munmun Ghosh and Nibedita Dutta	Selected For Guard Of Honour	NCC (State Level Camp)	2014
Cadets Of College	Achieved First Position In Line Area Competition	NCC (State Level Camp)	2014
Sgt.Supriya Dey	Basic Mountaineering Course	HMI (Himalayan Mountaineering Institute) Darjeeling	2014

Sgt.Supriya Dey(Regt.No.WBS W/12/186004)	Advance Mountaineering Course	NIM (Nehru Institution of mountaineering) Uttarkashi.	2015
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The above mentioned evidence of success indicates that:

- The college has steadily and consciously built a culture of community enrichment, adventure sports through disciplined approach.
- Women Empowerment, Employment Generation other than traditional path, and Nation Building issues are wisely blended.

Problems Encountered and Resources Required:

- **Short period notices from the Army to attend NCC camps** create organizational problems for the ANO and the students to arrange everything properly. If the college authority derives some strategic plan to release the ANO and the Cadets within a short period of information, that will be beneficial for the NCC unit.
- Students find it difficult to join NCC / NSS camps as **regular study and examination assignments** are there in the college as per the Calcutta University guidelines.
- **NCC and NSS are not a regular curricular activity as per Calcutta University** schedule. If so, that could have been easy for both the ANO (Associate NCC Officers), NSS Program Officers of the College as well as for the student / cadets to participate all NCC / NSS oriented activities.
- **Fund crisis is there for the NCC Cadets**, as stipend received from the Army is not sufficient for them to bear all the costs of attending camps.
- More funding is required to promote NSS activities.

Contact Details:

Name of the Principal: **Dr. Kinjalkini Biswas**

Name of the Institution: **Muralidhar Girls' College**

City: **Kolkata**

Pin Code: **700029**

Accredited Status: **B+ (2004)**

Work Phone: **(033)2464-4371 / 1312**

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E-mail : **muralidhargirls@gmail.com**

Mobile: **9433112142**

Title of the Practice - 2:

Information and Communication Technology (ICT)



ICT

ICT - beneficial for Students, Teachers, Leadership and Governance. We create individual learning paths for them.

Goal:



- Inculcating the practice of ICT in the College aims at realising the goals of the National Policy of ICT in Higher Education and the National Curriculum Framework.
- Given the dynamic nature of ICT, the practice **emphasising the core educational purposes**. The design of ICT framework in the College focuses on a broad exposure to technologies, together aimed at **enhancing creativity and imagination of the learners**.
- **For the teacher**, it is an initiation into exploring educational possibilities of technology, and learning to make right choices of hardware, software and ICT interactions.
- **For the student**, it is an initiation into creativity and problem solving, and an opportunity to shape career pursuits.
- **For the College Administration and Governance**, it is the practice of fast, accurate, and environment friendly sustainable approach.

The Context:

- The most challenging part while designing and implementation of ICT enabled system is to groom positive mindset among all the stakeholders of the College.
- In-depth and elaborate long term planning is required, for at-least 5 years, to sustain policies and action plans framed by the Government.
- Market and need based analysis regarding ICT oriented issues is of extreme importance.
- Academic schedules are required to be flexible to accommodate ICT practice.
- The college must be extremely careful in encouraging all stakeholders to adopt ICT oriented activities and at the same time, to adopt those. .

- The College must take responsibility to keep the Students / Teachers / Parents to be psychologically fit for adopting the practice of ICT.
- Space, Fund, Equipment, Books, and secured internet connections have to be provided by the College for the purpose of ICT enabled practices.

The Practice:

Muralidhar Girls' College is well equipped with a robust Information and Communication Technology policy which helps to adopt state of the art Technology in its teaching-learning process through e-learning as well as office and administrative practises through e-governance.

To make ICT beneficial for students we create individual learning paths for them through-

- 1) Creation of instructional tools for individualized student learning considering diversity of languages, university and state curriculum.
- 2) Production of e-content in the form of digitized textbooks, animations and videos.
- 3) Sharing of e-contents through high bandwidth LAN, Wi-Fi, and Internet facilities.
- 4) Regular uploading of syllabus based e-contents to the college website for 24X7 hour access.
- 5) Computerized Library with Wi-Fi Zone, computer access points for students and teachers, digital photocopier machine, online access of NLIST books, college library catalogue.
- 6) Computer and digital technology based certificate course.
- 7) Creation of Smart Classroom using Smartboard, Computer to make the teaching-learning process more interactive.
- 8) Existence of digital media laboratory for creation, editing of e-contents, project works, data collection and analysis, documentary film making (with sound-recording facility), and composing contents for college/departmental magazines.
- 9) Introduction of computer games for fun-filled and interactive learning process.

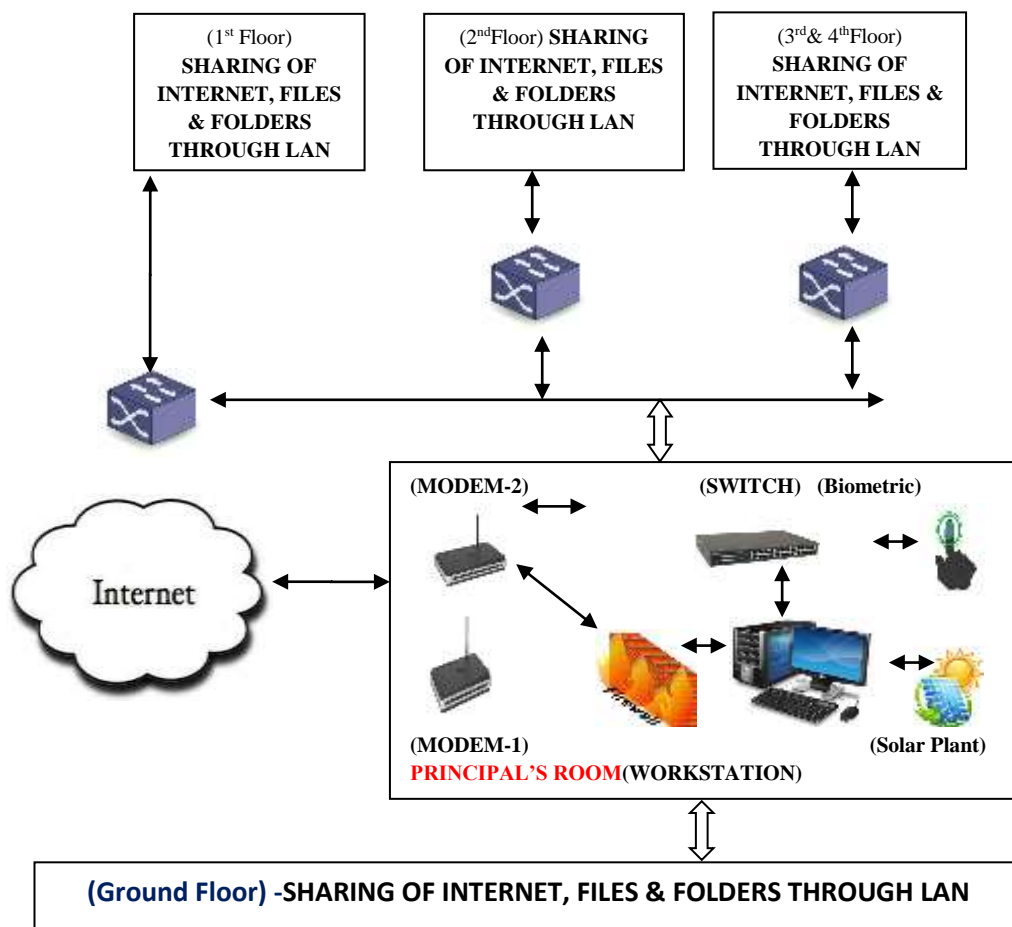
◆ **To make ICT beneficial for teachers we have tech-integrated programmes for competency-linked teacher training through-**

- 1) Internet for remote connection with peers and training from their subject experts.
- 2) Formation of Workgroup, Group e-mail, WhatsApp group, Facebook for knowledge and idea exchange amongst themselves.
- 3) Introduction of **MGC Online Educational Resource Platform (MOERP)** to empower them through creation of digital contents that include instructional videos, online coaching, and peer support.
- 4) Extensive training module for Staffs of the college to enable them as ICT conversant.

◆ To make ICT beneficial for Leadership and Governance and to follow the objective of 'Digital India' we have-

- 1) Online Admission system for both honours and general courses.
- 2) Computerized student management system which helps to record, maintain, track and analyse student level performance data. It also helps us to achieve institutional goals and teacher-classroom-specific goals.
- 3) Computerized Cash collection, Accounts and Payroll system for recording and analysis of financial data, and preparation of different Budgets.
- 4) Maintenance of information related with Governing Body, Finance, IQAC, and other Committee decisions.
- 5) Introduction of COSA through the Government of West Bengal.
- 6) Computerized Library information system.
- 7) Computerized Staff Attendance system through Biometric machine.
- 8) In process to implement fully computerised Management Information System, Service Book maintenance, Routine preparation, and allocation of examination duty.

Evidence of Success:



The above diagrammatic representation is the evidence of success which indicates that:

- The college has a well-structured, modular, and secured ICT

enabled system.

- Immense potentiality to expand in future course of actions in the field of Academic, Research, and Administrative arena.

Problems Encountered and Resources Required:

- **Lack of proper mindset to use ICT enabled systems by the teaching / non-teaching staffs.**
- **Shortage of ICT training facilities are there for the students teaching / non-teaching staffs.**
- **Time constraint is a major problem to explore ICT training paths. Teachers and students are mostly busy to attend their regular academic activities in and outside the college.** If the college authority derives some strategic plan to release the teachers for practice of ICT, then only this practice will be effective for the institution.
- **Students find it difficult to join ICT training modules as regular study and examination assignments are there in the college as per the Calcutta University guidelines.**
- **Majority of the subjects taught in the college do not have computer practical in main curriculum. As a result, these students are not in a position to have computer practical classes.**
- **Very difficult for a fund starved institution to expand ICT enabled activities in spite of enormous scope to expand. The College mainly depends on UGC and State Government for major funding initiatives.**

Contact Details:

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Mobile: **9433112142**

D. EVALUATIVE REPORTS OF THE DEPARTMENTS

ARTS

Evaluative Report

Department of Bengali:

1. Name of the Department: **Bengali**
2. Year of establishment: **General- 1948, Honours-1954**
3. Names of the Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **Under Graduate Course for Honours and General streams**
4. Names of Interdisciplinary courses and the departments/units involved : **No Interdisciplinary courses**
5. Annual/Semester/ choice based credit system (programme wise): **Annual Examination System**
6. Participation of the departments in the courses offered by other departments: **N.A.**
7. Courses in collaboration with other universities, industries, foreign institutions etc.: **N.A.**
8. Details of courses/programmes discontinued (if any) with reasons: **N.A.**
9. Number of teaching posts:

Teaching Post	Sanctioned	Filled
Professors	--	--
Associate Professors	--	1 (through CAS)
Asst. Professors	--	3
CWTT*	--	--
PTT**	--	--
Guest Lecturer	--	2

* CWTT - Contractual Whole Time Teacher

** PTT- Part Time Teacher

10. Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph.D. /M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the Last 4 Years
Mithu Banerjee	M.A., B.Ed.	Assistant Professor	Linguistic	29	--
Shukla Pathak	M.A., M.Phil.	Assistant Professor	Tagore Literature	21	--
Dr.NiharKanti Mondol	M.A Ph.D.	Associate Professor	Modern Bengali Poetry	20	--
Aparna Sen Gupta	M.A. About To submit Ph.D. Thesis	Assistant Professor	Folklore	16	--

Sabita Mondol	M.A. B.Ed.	Guest Lecturer	Rabindranath Thakur	10	--
Srijita Banerjee	M.A.	Guest Lecturer	Novel and Short Story	4 months	--

11. List of senior visiting faculty: **NIL**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Course	Total Class /Week	Class Taken by Temporary Faculty/Week	%
Honours Theory	65	9	13%
General Theory	34	9	26%

13. Student – Teacher Ratio (Programme wise)

Course	No. of Teachers	No. of Students	Student : Teacher Ratio
Honours	6	130	21:1
General	6	420	70:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **N.A.**

15. Qualification of teaching faculty with D.Sc./D.Litt./Ph.D./M.Phil./PG:

Qualification	No. of Faculty
PG	4
M.Phil.	1
Ph.D.	1
D.Litt.	--
DSC	--

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and the total grants received: **NIL**

18. Research Centre / Facility recognized by the Universities: **N.A.**

19. Publications: Table – 1 ***

Faculty	Papers Published in Peer Reviewed Journals		Papers		Publications in Intl. Database	Monographs	Chap- ter in Books
	Nat.	Intl.	Nat.	Intl.			
--	--	--	--	--	--	--	--

Publications: Table - 2 ***

Faculty	Books Edited	Books with ISBN / ISSN Numbers	Citation Index	SNIP	SJR	Impact Factor	H-Index
Dr. NiharKantiMondal	1	1 (Without ISBN no.)	--	--	--	--	--

*** Details in Annexure No. V

20. Areas of consultancy and income generated: **N.A.**

21. Faculty as members in :

Faculty	National Committees	International Committees	Editorial Boards	Board of Studies	Any Recognised Body
Dr.NiharKanti Mondol	--	--	--	1.C.U 2.NSOU	Life member of Asiatic Society & Bangiya Sahitya Paris had
Sukla Pathak	--	--	Formerly Connected with Ramkrishna Mission Golpark	--	Life Member of Udbodhan.

22. Student Projects

a) Percentage of students who have done in-house projects including inter-departmental programme:

i) **3rd Year Students – 100 Percent (Environmental Project)**

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / Other agencies:
N.A.

23. Awards / Recognitions received by faculty and students:

Name of Faculty/Student	Name of the Award	Organisation	Year
Munmun Ghosh	NCC Award	NCC	2014

(student)	Rock Climbing W.B. inter college district sports	HMI W.B. Govt.	2015 2015
Priyanka Kundu (student)	P.M. Rally NIC camp Rock Climbing NCC Award	Central Govt. NCC HMI NCC	2015 2015 2015 2015

24. List of eminent academicians and scientists / visitors to the department

Sl. No.	Name	University/ College/ Other	Purpose of Visit	Date of Visit
1	Sri Shaktisadhan Mukhopadhyay	Secretary Bangiya Sahitya Parishad	Minati Das Memorial Lecture	25.2.15
2	Sri Swapan Bandyopadhyay	Other	Delivered Lecture	23.9.15

25. Seminars / Conferences / Workshops organized and the source of funding:

Sl. No.	Seminar/Conference/Workshop		Funding Agency	Date
	National	International		
1.	Bharatiya Jatiya Bhavnai Rabindranath	--	U.G.C	20.09.11 & 21.09.11

26. Student profile programme / course wise:

Name of the Course/ Programme (refer question no. 4)	Applications Received	Selected	Enrolled		Pass Percentage (%)
			M	F	
2010-11	175	45	--	40	84.14
2011-12	180	45	--	40	87.15
2012-13	191	50	--	40	92.57
2013-14	197	50	--	40	Studying in 3 rd year
2014-15	187	50	--	49	Studying in 2 nd year
2015-16	312	80	--	51	Studying in 1 st year

27. Diversity of students:

Name of the Course	% of Students from the Same State	% of Students from the other State	% of Students from Abroad
Three Year B.A. (Hons.) Bengali	100%	--	--
Three Year B.A. (General) Bengali	100%	--	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc.: **Data not available**

29. Students progression:

Student Progression	Against % enrolled
UG to PG (2015)	50%
PG to M.Phil.	Data not Available
PG to Ph.D.	Data not Available
Ph.D. to Post-Doctoral	Data not Available
Employed <ul style="list-style-type: none"> • Campus Selection • Other than campus recruitment 	Nil 30%
Entrepreneurship/ Self- employment	Data not Available

30. Details of infrastructural facilities:

- Library: Apart from the General Library we have two more departmental Libraries i.e. **Kalyani Sarkar Memorial Library** and **The Seminar Library**. Both of these libraries are enriched with various books, journals and research papers for the students.
- Internet facilities for Staff and Students: Available in the Computer lab.
- Class rooms with ICT facilities: Laptops and Multimedia Projectors are available in the college for the use in class.

31. Number of students receiving financial assistance from college, university, government or other agencies:

Year	No. of Students	Name of Scholarship	Text books received from Student's Aid Fund
2010-11	--	--	--
2011-12	12	Student aid Fund	12
2012-13	6	Student aid Fund	5
2013-14	5	Student aid Fund	2
2014-15	6	Student aid Fund	3

32. Details of student enrichment programmes (special lectures / workshops/ seminars) with external experts:

Sl. No	Seminar Topic	Date	Speaker	Funding Agency
1	Sri Shaktisadhan Mukhopadhyay	Secretary Bangiya Sahitya Parishad	Minati Das Memorial Lecture	25.2.15
2	Sri Swapan Bandyopadhyay	Other	Delivered Lecture	23.9.15

33. Teaching methods adopted to improve student learning:

- Micro-teaching classes.
- Regular tutorials.
- Remedial classes for the weaker students.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **NIL**.

35. SWOC analysis of the department:

Strength	<ul style="list-style-type: none"> • Reference from updated journals and books are provided to the students. • Healthy Interaction between Teacher- Students. • Parent-Teacher meeting at regular Basis. • Regular publication of departmental magazine 'Lekhoni'. • Regular educational tour is organized.
Weakness	Requirement of more spacious classrooms to accommodate increasing number of students and provide more computer facilities to the departmental students.
Opportunity	Librarian, Linguistics, Teaching in school , college, university Journalism, Media anchoring, Eminent writers Administrative services, Interpreter
Challenge	Train our students as per the requirement of the market in different professions. Good student progression- development of mediocre students by providing quality education.

Future Plan

Want to open Post Graduation Course.
 Train our students to become self-oriented person and developed their personality.
 To organize Departmental and UGC Seminars.
 To put more innovative efforts for creating interest among the students

Dr. Niharkanti Mandal**Workshop:**

1. Updating of Under Graduate Syllabus (University of Calcutta), 2010

Seminar Attended:

1. System of Governance in Higher Education, held in Midnapore College, 2012
2. XII Plan Perspectives of Higher Education, held in Umesh Chandra College, 2013
3. Trends in Contemporary Indian Historical Studies: Crises and Transition, held in Midnapore College, 2014.
4. Autonomy of Educational Institutions: Legacy of Heritage and the Present Times, WBCUTA, 2015.

Seminar Attended By All Faculties, Organized By Muralidhar Girls' College:

- UGC Sponsored National Seminar on "Global Warming – A threat to the world", organized by Muralidhar Girls' College on 25.3.2008.
- National Seminar on Political Science and History, organized by Muralidhar Girls' College, Sept.8-9, 2011.
- National Seminar on Bengali, organized by Muralidhar Girls' College, Sept. 20-21, 2011.
- International Seminar on Education, organized by Muralidhar Girls, College, Nov.11-12, 2011.
- National Seminar on Economics, organized by Muralidhar Girls' College, Jan.4, 2012.
- International Seminar on Environmental Interface : An Interdisciplinary Approach Towards Sustainable Development, organized by Muralidhar Girls' College, May 3, 2013.
- Seminar on "Adventure Sports and Nature Study- Mountain for the millions" organized by Muralidhar Girls' College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014.
- Seminar on Consumer Awareness & Protection, organized by Muralidhar Girls' College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014.
- Seminar on "Prevention and Control of HIV/AIDS, organized by Muralidhar Girls' College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014.

Evaluative Report

Department of English:

- 1.Name of the Department: **English**
- 2.Year of establishment: **General-1948, Honours-1964**
- 3.Names of the Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **Under Graduate Course for Honours and General streams**
- 4.Names of Interdisciplinary courses and the departments/units involved : : **No Interdisciplinary courses**
- 5.Annual/Semester/ choice based credit system (programme wise): **Annual Examination System**
- 6.Participation of the departments in the courses offered by other departments: **N.A.**
- 7.Courses in collaboration with other universities, industries, foreign institutions etc.: **N.A.**
- 8.Details of courses/programmes discontinued (if any) with reasons: **N.A.**
- 9.Number of teaching posts:

Teaching Post	Sanctioned	Filled
Professors	--	--
Associate Professors	--	2(through CAS)
Asst. Professors	5	1
CWTT*	--	--
PTT**	--	1
Guest Lecturer	--	2

* CWTT - Contractual Whole Time Teacher

** PTT- Part Time Teacher

- 10.Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph.D. /M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the Last 4 Years
Dr.Madhumita Ghosh	M.A. M.Phil. Ph.D.	Associate Professor	Romantic Poetry	29	--
Dr.Madhumanti Maitra	M.A. Ph.D.	Associate Professor	Philology	27	--
Dr.Safiul Islam	M.A. B.Ed, PGDL Ph.D.	Assistant Professor	Post-Colonial Literature	3	--
Aparna Singh	M.A. B.Ed.	Part-Time Lecturer	Indian Writing in English	10	--

Manjima Biswas	M.A.	Guest Lecturer	Feminism	3	--
Madhumita Saha	M.A. M.Phil.	Guest Lecturer	Translation Studies	3	--

11. List of senior visiting faculty: **NIL**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Course	Total Class /Week	Class Taken by Temporary Faculty/Week	%
Honours Theory	64	12	20%
General Theory	22	2	9 %

13. Student – Teacher Ratio (Programme wise)

Course	No. of Teachers	No. of Students	Student : Teacher Ratio
Honours	6	48	8:1
General	6	39	7:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **N.A.**

15. Qualification of teaching faculty with D.Sc./D.Litt./Ph.D./M.Phil./PG:

Qualification	No. of Faculty
PG	6
M.Phil.	2
Ph.D.	3
D.Litt.	--
DSC	--

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

Principal Investigator/ Researcher	Status with Year	Funding Agency	Grants Received
Dr. Madhumita Ghosh	Completed 2002-2004	UGC	Rs. 45750.00

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and the total grants received: **NIL**

18. Research Centre / Facility recognized by the Universities: **N.A.**

19. Publications: Table – 1 ***

Faculty	Papers Published in Peer Reviewed Journals		Papers		Publications in Intl. Database	Monographs	Chapter in Books
	Nat.	Intl.	Nat.	Intl.			
Dr. Madhumita Ghosh	--	6	6	--	--	--	--
Dr. Madhumanti Maitra	2	1	--	--	--	--	1

Dr.Safiul Islam	--	1	1	2	--	--	--
Aparna Singh	6	1	2	1	--	--	1
Manjima Biswas	--	--	1		--	--	1
MadumitaSaha	--	--	3	--	--	--	1

Publications: Table - 2 ***

Faculty	Books Edited	Books with ISBN / ISSN Numbers	Citation Index	SNIP	SJR	Impact Factor	H-Index
Dr.Madhumita Ghosh	13+3	05	--	--	--	--	--

*** Details in Annexure No. V

20.Areas of consultancy and income generated: **N.A.**

21.Faculty as members in :

Faculty	National Committees	International Committees	Editorial Boards	Board of Studies	Any Recognised Body
Dr.Madhumita Ghosh	--	--	1	--	--

22.Student Projects

c)Percentage of students who have done in-house projects including inter-departmental programme:

ii)3rd Year Students – 100 Percent (Environmental Project)

d)Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / Other agencies:

N.A.

23. Awards / Recognitions received by faculty and students:

Name of Faculty/Student	Name of the Award	Organisation	Year
Dr.Madhumanti Maitra	Ph.D.	RabindraBharati University	2014
Dr.Safiul Islam	Ph.D.	Aligarh Muslim University	2012

24. List of eminent academicians and scientists / visitors to the department:

NIL25. Seminars / Conferences / Workshops organized and the source of funding: **NIL**

26. Student profile programme / course wise:

Name of the Course/ Programme (refer question no. 4)	Applications Received	Selected	Enrolled		Pass Percentage (%)
			M	F	
2010-11	175	35	--	35	84.14

2011-12	188	35	--	35	87.05
2012-13	198	35	--	35	96
2013-14	219	35	--	35	Studying in 3 rd year
2014-15	237	45	--	45	Studying in 2 nd year
2015-16	329	43	--	43	Studying in 1 st year

27. Diversity of students:

Name of the Course	% of Students from the Same State	% of Students from the other State	% of Students from Abroad
Three year B.A (Hons.) English	100%	--	--
Three year B.A (Gen.) English	100%	--	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc.: **Data not available**

29. Students progression:

Student Progression	Against % enrolled
UG to PG (2015)	10%
PG to M.Phil.	3%
PG to Ph.D.	Data not Available
Ph.D. to Post-Doctoral	Data not Available
Employed <ul style="list-style-type: none"> • Campus Selection • Other than campus recruitment 	NIL 55% (as per available data)
Entrepreneurship/ Self- employment	40% (as per available data)

30. Details of infrastructural facilities:

- Library: **Access to the College Library and Seminar Library**
- Internet facilities for Staff and Students: **Broadband connection available in Media Laboratory.**
- Class rooms with ICT facilities: **Room No. 26 with Smart Board**
- Laboratories: **N.A.**

31. Number of students receiving financial assistance from college, university, government or other agencies:

Year	No. of Students	Name of Scholarship	Text books received from Student's Aid Fund
2010-11	--	--	--
2011-12	2	Student Aid Fund	1
2012-13	1	Student Aid Fund	1
2013-14	3	Student Aid Fund	1
2014-15	1	Student Aid Fund	1

32. Details of student enrichment programmes (special lectures / workshops/ seminars) with external experts:

Sl. No.	Seminar Topic	Date	Speaker	Funding Agency
1.	Matthew Arnold with special reference to Dover Beach	09/09/2015	Dr.Rangana Banerji	College
2.	Wordsworth's Treatment of Nature with special reference to <i>Tintern Abbey</i>	17/09/2015	Prof.AditiBandyapadhyay	College
3.	Fairies and the Problematics of Representation in A Midsummer Night's Dream	28/09/2015	Prof.MadhurimaNeogi	College

33. Teaching methods adopted to improve student learning:

1. Inter-departmental Faculty Exchange Programme

- a) Rabindranath Tagore's *Home and the World* is a prescribed text that the English Honours students study in their third year. The students of English and Journalism and Mass Communication Departments were shown Satyajit Ray's cinematic adaptation of this text. Dr.Madhumanti Maitra of the English Department introduced the film, talking about the treatment of the socio-political context and human drama and how the perspective shifts from the literary text to the film. She also talked about the deliberately changed denouement and the dynamics of interpretation thereof. The students of Journalism and Mass Communication Department found a direct relevance to their curriculum in the discussion on the mechanics of the cinematic adaptation of a literary text.
- b) An inter-departmental Faculty exchange programme was arranged with the Bengali department, in which Dr.Madhumanti Maitra taught the third year Bengali Honours students the finer points of Shakespearean Tragedy, as per their curriculum requirements. Professor Shukla Pathak, on behalf of the Bengali Department, presented a lecture on the socio-political context of Tagore's *Home and the World* for the Third Year English Honours students.

2. Increasing Awareness of Texts through the Representation of Other Media

The second year English Honours students were shown the 1999 Hoffman's film adaptation of *A Midsummer Night's Dream* on 28 September 2005. The film being a faithful version of the romantic comedy was greatly beneficial for the students. They also contributed their individual observations by riting a comparative analysis of the film and the text.

3. Quiz contests among the first year students to enliven the study of History of English Literature

4. Group Discussion on Shakespeare's Sonnets

5. Student seminar

A seminar was presented by the second year students of English Honours on History of English literature, which directly benefitted the First Year students. The presentations on **Romanticism** with special focus on **Shelley** and on the **Dark Lady Sonnets of Shakespeare**, were directly relevant on the curriculum. It was a useful variation on the teaching learning methodology which helped to generate new interest and enthusiasm in the curricular studies.

6. Micro-Teaching

- a) First Year English honours students taught their classmates 'Renaissance and its Features' on September 7, 2015, and **Shakespeare's Sonnet No. 130** on October 14, 2015. The students' active participation was the chief defining aspect of this endeavour. The teaching session was concluded with an interactive session with both the teacher and the students contributing interesting observations on Renaissance.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Extension Activity/ISR	Date
Participation in Community Awareness Programme with KMC.	17/10/2015

35. SWOC analysis of the department:

Strength	<ul style="list-style-type: none"> • Group Discussions. • Micro-teaching classes by students. • Regular interactive sessions. • Regular assignments. • Conducting quizzes. • Inter-departmental Faculty Exchange Programmes.
Weakness	<ul style="list-style-type: none"> • We get mostly first-generation English learners which severely compromise our teaching methods and require a strict adherence to the basics of language learning.

Opportunity	<ul style="list-style-type: none"> We offer a Spoken English Course which enables students to achieve effective language proficiency for their social, professional & inter personal communication.
Challenge	<ul style="list-style-type: none"> Although we have to deal with first generation English learners we are evolving new teaching-learning methods. We have been imparting the knowledge of English literature to students who come mostly from Bengali medium backgrounds. We also realise the importance of the employment potential of our students and adapt our teaching-learning methodology to make our students employable.

Future Plan

- Upgrading our course to Post-Graduation is an important part of our future plans.
- We also intend to extend our curriculum to include research for both the students and the faculty.
- Although an extensive use of ICT is already incorporated in our teaching learning methodology, a further upgradation of this area is planned for the future.

Prof. (Dr.) Madhumanti Maitra

Seminar Attended:

1. National Seminar on 'Role of Civil Society in the perspective of Growing Limitations of Democracy'. Sponsoring agency: UGC, September 8 & 9, 2011.
2. **Speaker** in International Seminar on 'Discovering Tagore's Approach to Education through his Music, Art and Literature', Banaras Hindu University and Indian Council for Cultural Relations. Banaras, December 1-3, 2011.

Prof. (Dr.) Safiul Islam

Workshop:

1. Participated in the Workshop on Linguistics for Language Researchers, held on 5th-10th April, 2010, organized by the UGC Academic Staff College, Aligarh Muslim University.
2. Participated in the Workshop on CREATIVE WRITING, held on 15th January, 2010, organized by the University Literary Club, General Education Centre, Aligarh Muslim University.

Seminar Attended:

1. Participated in the Seminar on the Writings of Zahida Zaidi, held on 5th May, 2010, organized by the Progressive Writers Association, Aligarh Muslim University.

Smt. Aparna Singh**WORKSHOP:**

1. Interactive workshop under DRS (SAP III in English in 2005) at the Department of English, University of Calcutta
2. Participated in the Wales-India International Translation Winter School organized in 2015, by CAS, Phase II and CENTIL, Jadavpur University, in collaboration with Aberswyth University, UK
3. Participated in the Workshop on Strategies of Technical Writing, held on 30th November, 2013, organized by the ABES Engineering College, Ghaziabad (UP).

Smt. Manjima Biswas**WORKSHOP:**

1. Gender Training Programme, Organized by NGO, Agamee, May 2015.
2. Project on Urban Women and Work, CU Women's Studies Research Centre July 2015

SEMINAR ATTENDED BY ALL FACULTIES, ORGANIZED BY MURALIDHAR GIRLS' COLLEGE:

- UGC Sponsored National Seminar on "Global Warming – A threat to the world", organized by Muralidhar Girls' College on 25.3.2008.
- National Seminar on Political Science and History, organized by Muralidhar Girls' College, Sept.8-9, 2011.
- National Seminar on Bengali, organized by Muralidhar Girls' College, Sept. 20-21, 2011.
- International Seminar on Education, organized by Muralidhar Girls, College, Nov.11-12, 2011.
- National Seminar on Economics, organized by Muralidhar Girls' College, Jan.4, 2012.
- International Seminar on Environmental Interface: An Interdisciplinary Approach Towards Sustainable Development, organized by Muralidhar Girls' College, May 3, 2013.
- Seminar on "Adventure Sports and Nature Study- Mountain for the millions" organized by Muralidhar Girls' College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014.
- Seminar on "Consumer Awareness & Protection", organized by Muralidhar Girls' College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014.
- Seminar on "Prevention and Control of HIV/AIDS, organized by Muralidhar Girls' College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014.

Evaluative Report

Department of Sanskrit:

- 1.Name of the Department: **Sanskrit**
- 2.Year of establishment: **General- 1948, Honours- 1954**
- 3.Names of the Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **Under Graduate Course for Honours and General streams**
- 4.Names of Interdisciplinary courses and the departments/units involved: **No Interdisciplinary courses**
- 5.Annual/Semester/ choice based credit system (programme wise): **Annual Examination System**
- 6.Participation of the departments in the courses offered by other departments: **N.A.**
- 7.Courses in collaboration with other universities, industries, foreign institutions etc.: **N.A.**
- 8.Details of courses/programmes discontinued (if any) with reasons: **N.A.**
- 9.Number of teaching posts:

Teaching Post	Sanctioned	Filled
Professors	--	--
Associate Professors	--	1 (with promotion through CAS)
Asst. Professors	4	1
CWTT *	--	--
PTT **	--	1
Guest Lecturer	--	3

* CWTT- Contractual Whole Time Teacher

**PTT- Part Time Teacher

- 10.Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph.D. /M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Dr. Krishna Dutta	M.A., M.Phil., Ph.D.	Associate Professor	Kautilya's Arthasastra	20	--
Sampriti Biswas	M.A., Ph.D. (Pursuing)	Assistant Professor	Indian Philosophy	1	--
Devasmriti Jana	M.A., Ph.D. (Pursuing)	Part Time Teacher	Epigraphy & Smritisashtra	5	--
Jayasri Daripa	M.A.	Guest Lecturer	Veda	4	--
Rakhi Nandi	M.A.	Guest Lecturer	Kavya	3	--
Amina Khatun	M.A.	Guest Lecturer	Kavya	3	--

11. List of senior visiting faculty:

Name	Designation
Dr. Anjalika Mukhopadhyay, M.A., M.Phil., Ph.D.	Ex-teacher, Muralidhar Girls' College. Present Guest Faculty, Sanskrit College.

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Course	Total Class /week	Class taken by Temporary Faculty/week	%
Honours Theory	54	12	22.2%
General Theory	18	6	33.3%

13. Student – Teacher Ratio (Programme wise)

Course	No. of Teachers	No. of Students	Student : Teacher Ratio
Honours	6	35 (1 st year)	6:1
General	6	21 (1 st year)	4:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **N.A.**

15. Qualification of teaching faculty with D.Sc./D.Litt./Ph.D./M.Phil./PG:

Qualification	No. of Faculty
PG	5
M.Phil.	1
Ph.D.	1
D.Litt.	--
DSC	--

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

Principal Investigator/ Researcher	Status with year	Funding Agency	Grants Received
Ratna Mitra	Completed 2004-2006	UGC, MRP	Rs. 1 Lakh
Sampriti Biswas	Applied	UGC, MRP	--

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and the total grants received: **NIL**18. Research Centre / Facility recognized by the Universities: **N.A.**

19. Publications: Table – 1 ***

Faculty	Papers Published in Peer Reviewed Journals		Papers		Publications in Intl. Database	Monographs	Chapter in Books
	Nat.	Intl.	Nat.	Intl.			
Sampriti Biswas	2	--	2 & 1 (Paper Presented)	--	--	--	2
Devasmriti Jana	3	--	--	--	--	--	--

Publications: Table - 2 ***

Faculty	Books Edited	Books with ISBN / ISSN Numbers	Citation Index	SNIP	SJR	Impact Factor	H-Index
--	--	--	--	--	--	--	--

*** Details in Annexure No. V

20. Areas of consultancy and income generated: N.A.

21. Faculty as members in

a) National Committees b) International Committees c) Editorial Boards... NIL

22. Student Projects

a) Percentage of students who have done in-house projects including inter-departmental programme:

3rd year students- 100% (Environmental project).

100% Students from First year Honours completed an in-house project under the supervision of faculty members. *** (See Annexure-II).

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / Other agencies: N.A.

23. Awards / Recognitions received by faculty and students:

Name of Faculty/Student	Name of the Award	Organisation	Year
Asst. Professor Sampriti Biswas	<u>UGC-NET</u> qualified with the award of <u>JRF.</u>	UGC	Dec. 2010

24. List of eminent academicians and scientists / visitors to the department:

Sl. No.	Name	University/ College/ Other	Purpose of Visit	Date of Visit
1	Sri Vidyarthi Chatterjee	Author & Film Critic	Seminar	14.09.2013
2	Dr. Sarbani Ganguli	Professor, Jadavpur University	Seminar	19.12.2014
3	Ananya Mitra	Asst. Professor, Kabikankan Mukundaram College	Seminar	12.09.2015
4	Dr. Anjalika Mukhopadhyay	Ex-teacher, Muralidhar Girls' College. Present Guest Faculty, Sanskrit College.	Senior Faculty Lecture	09.10.2015

25. Seminars / Conferences / Workshops organized and the source of funding:

Sl. No.	Seminar/Conference/Workshop		Funding Agency	Date
	National/ Departmental	International		
1.	"Gita-tattva"	--	College	06.02.2012
2.	"In search of Truth"	--	College	14.09.2013
3.	"Origin & Evolution of Indian Music"	--	College	19.12.2014
4.	"Games of Cunning: an emotional exegesis of Panchatantra"	--	College	12.09.15

26. Student profile programme / course wise:

Name of the Course/ Programme (refer question no. 4)	Applications Received	Selected	Enrolled		Pass Percentage (%)
			M	F	
2010-11	42	35	--	31	84.14
2011-12	47	39	--	30	87.05
2012-13	37	30	--	28	92.57
2013-14	39	37	--	25	Studying in 3 rd year
2014-15	41	31	--	18	Studying in 2 nd year
2015-16	81	40	--	35	Studying in 1 st year

27. Diversity of students:

Name of the Course	% of students from the same state	% of students from the other state	% of students from abroad
Three Years B.A. (Hons.) Sanskrit	100%	--	--
Three Years B.A. (Gen.) Sanskrit	100%	--	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc.: **Data not available**

29. Students progression:

Student Progression	Against % enrolled
UG to PG	30%
PG to M.Phil.	Data not available
PG to Ph.D.	Data not available
Ph.D. to Post-Doctoral	Data not available
Employed	N.A.
Campus Selection	One is working as Guest Lecturer in this college
Other than campus recruitment	
Entrepreneurship/ Self- employment	Data not available

30. Details of infrastructural facilities:

a) Library: **The Department has resource to the General library of the college and the Seminar library too.**

b) Internet facilities for Staff and Students: **Internet facilities are available for staff and student.**

c) Class rooms with ICT facilities: **Yes.**

d) Laboratories: **N.A.**

31. Number of students receiving financial assistance from college, university, government or other agencies:

Year	No. of Students	Name of Scholarship	Text books received from Student's Aid Fund
2010-11	4	Udayan Care	--
2011-12	5	Student Aid Fund	1 st year-1, 2 nd year-1, 3 rd year-2
2012-13	5	Student Aid Fund	1 st year-4
2013-14	5	Student Aid Fund	2 nd year-4
2014-15	4	Student Aid Fund	2 nd year-1, 3 rd year-3
	1	Udayan Care	

32. Details of student enrichment programmes (special lectures / workshops/ seminars) with external experts:

Sl. No.	Seminar Topic	Date	Speaker	Funding Agency
1	"In search of Truth"	14.09.2013	Sri Vidyarthi Chatterjee	College
2	"Origin & Evolution of Indian Music"	19.12.2014	Dr. Sarbani Ganguli	College
3	"Games of Cunning: an emotional exegesis of Panchatantra"	12.09.15	Dr. Ananya Mitra	College
4	i)"Gita-tattva" ii)"Alamkara-tattva in Sanskrit Literature" (Special Lecture)	i)06.02.2012 ii)09.10.2015	Dr. Anjalika Mukhopadhyay	College

33. Teaching methods adopted to improve student learning:

- Micro-teaching is organised regularly by the students.
- Group- discussions are held on relevant topics.
- Interactive Sessions are arranged very often between teachers and students.

- Tutorial Classes are arranged regularly by the faculties.
- Remedial Coaching is available for the students.
- Students' Seminars are also held
- Open book examination
- Quiz Competition is also held in every academic year.
- In-house projects are also done by students under the guidance of the faculties.
- Inter-disciplinary Classes are organised between Sanskrit, Bengali and Philosophy department.
- Inter-class competitions like recitation etc. are held yearly.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Extension Activity/ISR	Date
NCC Annual Training Camp at Taratala Mint Colony	27 th Aug-5 th Sept. 2010
NCC National Integration Camp	7 th -18 th Oct. 2010
NCC State Level Camp	24 th May-2 nd June. 2011
NCC Rock Climbing Camp	4 th -11 th Jan. 2011
NCC State Level Camp	1 st -10 th Nov. 2012
NCC State Level Camp	18 th Jan-27 th Jan. 2013
NCC State Level Camp	22 th May-1 st June, 2014
NCC West Bengal Inter-district Athletic Meet	2014
NCC Rock Climbing Camp	31 st Jan-4 th Feb. 2015
NSS students participated in the Save Ganga Plan	16 th Oct. 2015

35. SWOC analysis of the department and Future Plans:

Strength	<ul style="list-style-type: none"> • Dedicated faculty members • Smart Classroom • Internet ready computers for students and faculty • Well stocked seminar library with books from each modules • Personal attention is given to all students • Remedial classes for students • Subject diversity has consistently allowed students to pursue a variety of subjects in P.G. • Strong and healthy teacher-students interaction both inside and outside the department • Sincere and obedient students • Unity and co-operation among the students • Student's participation in extra-curricular activities and cultural events. • Participation of the students in wall magazines, projects etc. • Classroom teaching and presentation by senior students
Weakness	<p>Most of the students come from rural area so they are weak in language</p> <p>No hostel facility</p> <p>Inadequate space for department</p> <p>Majority of the students are first generation learner</p>
Opportunity	<ul style="list-style-type: none"> • Invite ex students as guest lecturer

	<ul style="list-style-type: none"> • Special coaching for spoken Sanskrit • Computer training • Students have an opportunity to learn through project, seminar etc.
Challenge	<p>To prepare students to develop self confidence and to update themselves for competitive Exams.</p> <p>To perform consistently well in academics.</p>

Future Plan

- To have more seminar and workshop with external experts in Inter-National, National, State level
- Improve students result in University Examination
- To get UGC grant for spoken Sanskrit
- More Research initiatives among students
- To do more community enrichment programmes
- To initiate educational activities through which learning becomes more interesting and hence easier
- More Smart class teaching
- Making the students aware of the prospective future
- To put more innovative efforts for creating interest among the students
- Applying for the Master degree course under Calcutta University.

Prof. (Dr.) Krishna Dutta

Workshop:

1. Workshop for U.G. Sanskrit Teachers on Model Questions, Answer Modules and Guidelines for Evaluation, organized by Councils for Under Graduate Studies and Under Graduate Board of studies in Sanskrit. 10th -12th November 2008.
2. Workshop on Questionnaire of Second Sanskrit Commission, Govt. Of India, organized by UG- Board of Studies in Sanskrit, University of Calcutta. 21st November, 2014.

Seminar Attended:

1. UGC Sponsored State Level Seminar “Ami in Rabindranath” organized by The Departments of Bengali, English & Sanskrit in Collaboration with Sahitya Akademi, 1st-2nd March, 2012
2. UGC Sponsored (Co-Sponsored by CUMRC & CUMCC) National Level seminar on The Scientific and Technical Literature in Sanskrit: The Art and Entertainment within it” organized by the department of Sanskrit, Sammilani Mahavidyalaya, 18th-19th December, 2013

Smt. Sampriiti Biswas

Seminar Attended:

1. International Seminar on “**Architecture and Sculpture in Ancient India**” under CAS-Sanskrit programme, Dept. of Sanskrit, Jadavpur University, on January 07-08, 2010.

2. International seminar on “**DharmaŚāstras: Their Relevanance to Modern Society**” on 21.012014, organized by Department of Sanskrit, Jadavpur University.

Workshop:

1. UGC sponsored workshop on **Research Methodology and Text-Critical Edition** (Under UGC-UPE Phase II, Social Sciences-Cultural Resources) organized by Dept. of Sanskrit, Jadavpur University, from 26.08.13 to 30.08.13.
2. Workshop on **Questionnaire of second Sanskrit commission**, Govt. of India, organized by UG Board of studies in Sanskrit, University of Calcutta on 21st November, 2014.
3. Workshop on Protection of Women against Domestic Violence (PWDVA) 2005 for college/university Teacher” organized by National Institute of Public Cooperation and Child Development, Regional Centre, Guwahati on 24th-26th August 2015.

Smt. Devasmriti Jana

Seminar Attended:

1. International Seminar on “Architecture and Sculpture in Ancient India” under CAS-Sanskrit programme, Dept. of Sanskrit, Jadavpur University, on January 07-08, 2010.
2. National Seminar on “Indian Philosophical Systems: In The Light of the 21st Century”, Under ASIHSS- Sanskrit Programme, Dept. Of Sanskrit, Jadavpur University, on 2nd February, 2010.
3. Two-day National Seminar on “Editing the unpublished Indian Texts: An experience of Sanskrit, Pali and Prakrit”, organized by the Asiatic Society, Kolkata in its premises on March 11 & 12, 2010.
4. UGC Sponsored Two days National Level Seminar on “Evolution of Women’s Consciousness, as reflected in Sanskrit & Bengali literature: A Sociological Analysis, organized by Dept. Of Sanskrit, Bengali & Sociology, Asutosh College, on 2-3 December, 2011.
5. UGC Sponsored National Seminar on “Swami Vivekananda: The Sole Embodiment of India, organised by Sivanath Sastri College in Collaboration with Ramkrishna Mission Institute of Culture, Golpark, Kolkata, on 6-7th August, 2013
6. UGC Sponsored National Seminar on “Understanding Aesthetic Values”, organized by the Centre of Advance Study in Philosophy, Jadavpur University, on 6-7 February, 2015.
7. 3 Day National Seminar on “Redefining Ethical Values through Indian Literature”, Dept. Of Sanskrit, Jadavpur University, 10-12th March, 2015.

SEMINAR ATTENDED BY ALL FACULTIES, ORGANIZED BY MURALIDHAR GIRLS' COLLEGE

- UGC Sponsored National Seminar on “Global Warming – A threat to the world”, organized by Muralidhar Girls’ College on 25.3.2008.
- National Seminar on Political Science and History, oragnized by Muralidhar Girls’ College, Sept.8-9, 2011.

- National Seminar on Bengali, organized by Muralidhar Girls' College, Sept. 20-21, 2011.
- International Seminar on Education, organized by Muralidhar Girls, College, Nov.11-12, 2011.
- National Seminar on Economics, organized by Muralidhar Girls' College, Jan.4, 2012.
- International Seminar on Environmental Interface: An Interdisciplinary Approach Towards Sustainable Development, organized by Muralidhar Girls' College, May 3, 2013.
- Seminar on "Adventure Sports and Nature Study- Mountain for the millions" organized by Muralidhar Girls' College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014.
- Seminar on "Consumer Awareness & Protection", organized by Muralidhar Girls' College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014.
- Seminar on "Prevention and Control of HIV/AIDS, organized by Muralidhar Girls' College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014.

In-House Project (2014-15) Conducted by Prof. Sampri Biswas (Dept. Of Sanskrit)		
Project Title	Students' Name	Year
"Speech of the Forester to Yuddhisthira according to Kiratarjuniyam Canto-I"	1. Chandana Mondal 2. Priyanka Mondal 3. Baishali Das 4. Sushama Sardar 5. Mamoni Pal 6. Priyambada Patra 7. Piu Das 8. Sumi Debnath 9. Pratima Senapati 10. Dipa Khilari 11. Karunamayee Tarafdar 12. Kakoli Haldar 13. Jayanti Saha 14. Anamika Mondal 15. Tuku Biswas 16. Runa Layla Molla 17. Kamalika Ghosal	1 st Year

Evaluative Report

Department of History:

- 1.Name of the Department: **History**
- 2.Year of establishment: **General-1948, Honours-1959**
- 3.Names of the Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **Under Graduate Course for Honours and General streams**
- 4.Names of Interdisciplinary courses and the departments/units involved: : **No Interdisciplinary courses**
- 5.Annual/Semester/ choice based credit system (programme wise): **Annual Examination System**
- 6.Participation of the departments in the courses offered by other departments: **N.A.**
- 7.Courses in collaboration with other universities, industries, foreign institutions etc.: **N.A.**
- 8.Details of courses/programmes discontinued (if any) with reasons: **N.A.**
- 9.Number of teaching posts:

Teaching Post	Sanctioned	Filled
Professors	--	--
Associate Professors	--	2 (through CAS)
Asst. Professors	4	1 (on FDP leave)
CWTT	--	1
PTT	--	--
Guest Lecturer	--	3

* CWTT - Contractual Whole Time Teacher

** PTT- Part Time Teacher

- 10.Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph.D. /M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Nilanjana Banerjee	M.A.	Associate Professor	Indian History	25	--
Swati Chattopadhyay	M.A., B.Ed., M.Phil.	Associate Professor	Social and Cultural History of Bengal	28	--
Chandrakala Dutta (on FDP	M.A.	Assistant Professor	Indian History	16	--

leave)					
Avirup Sinha (substitute Teacher)	M.A., B.Ed.	Substitute Teacher	Indian History	2	--
Srinwanti Mukhopadhyay	M.A., M.Phil.	Guest Lecturer	Indian History	5	--
Arup Chakraborty	M.A.	Guest Lecturer	Indian History	6 months	--
Somnath Mondal	M.A.	Guest Lecturer	History of Bengal	6 months	--

11. List of senior visiting faculty: **NIL**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Course	Total Class /week	Class taken by Temporary Faculty/week	%
Honours Theory	49	10	20.40%
General Theory	32	11	34.37%

13. Student – Teacher Ratio (Programme wise)

Course	No. of Teachers	No. of Students	Student : Teacher Ratio
Honours	6	24	4:1
General	6	150	25:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **N.A.**

15. Qualification of teaching faculty with D.Sc./D.Litt./Ph.D./M.Phil./PG:

Qualification	No. of Faculty
PG	7
M.Phil.	2
Ph.D.	--
D.Litt.	--
DSC	--

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and the total grants received: **NIL**

18. Research Centre / Facility recognized by the Universities: **N.A.**

19. Publications: Table – 1 ***

Faculty	Papers Published in Peer Reviewed Journals		Papers		Publications in Intl. Database	Monographs	Chapter in Books
	Nat.	Intl.	Nat.	Intl.			
Chandrakala Dutta	1	1	1	--	--	--	--
Avirup Sinha	--	--	1	--	--	--	--
Arup Chakraborty	--	--	1	--	--	--	--

Publications: Table - 2 ***

Faculty	Books Edited	Books with ISBN / ISSN Numbers	Citation Index	SNIP	SJR	Impact Factor	H-Index
--	--	--	--	--	--	--	--

*** Details in Annexure No. V

20.Areas of consultancy and income generated: **N.A.**

21.Faculty as members in:

National Committees b) International Committees c) Editorial Boards...

NIL

22.Student Projects

e)Percentage of students who have done in-house projects including inter-departmental programme:

- **All third year students do projects in the course of their ENV Studies. Hence the percentage is 100.**
- **40% Students from Second year Honours completed an in-house project under the supervision of faculty members.**
- **30% Students from First year Honours completed an in-house project under the supervision of faculty members.**

f)Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / Other agencies:

N.A.

23.Awards / Recognitions received by faculty and students: **NIL**

24.List of eminent academicians and scientists / visitors to the department:

NIL

25.Seminars / Conferences / Workshops organized and the source of funding:

Sl. No.	Seminar/Conference/Workshop		Funding Agency	Date
	National	International		
1.	1	--	UGC	September 8-9, 2011

26.Student profile programme / course wise:

Name of the Course/ Programme (refer question no. 4)	Applications Received	Selected	Enrolled		Pass Percentage (%)
			M	F	
2010-11	35	19	--	19	93.75%
2011-12	40	30	--	30	76%
2012-13	45	32	--	29	100 %
2013-14	46	22	--	15	Studying in 3 rd year
2014-15	64	21	--	22	Studying in 2 nd year
2015-16	55	24	--	22	Studying in 1 st year

27.Diversity of students:

Name of the Course	% of students from the same state	% of students from the other state	% of students from abroad
Honours	100	--	--
General	100	--	--

28.How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc.: **Data not available**

29.Students progression:

Student Progression	Against % enrolled
UG to PG (2015)	40%
PG to M.Phil.	Data not available
PG to Ph.D.	Data not available

Ph.D. to Post-Doctoral	Data not available
Employed <ul style="list-style-type: none"> • Campus Selection • Other than campus recruitment 	N.A. Railway Service, West Bengal Police Service, Archives, Museum, Private Sector, Teaching
Entrepreneurship/ Self- employment	2 students have become entrepreneurs

30.Details of infrastructural facilities:

- Library: **Access to the College Library and Seminar Library and Remedial Library**
- Internet facilities for Staff and Students: **Available**
- Class rooms with ICT facilities: **Television Set & Computer**
- Laboratories: **N.A.**

31.Number of students receiving financial assistance from college, university, government or other agencies:

Year	No. of Students	Name of Scholarship	Text books received from Student's Aid Fund
2010-11	--	--	--
2011-12	0	Student Aid Fund	--
2012-13	6	Student Aid Fund	1 st year-4, 2 nd year-1
2013-14	7	Student Aid Fund	2 nd year-1, 3 rd year-1
2014-15	6	Student Aid Fund	1 st year-2, 3 rd year-2

32.Details of student enrichment programmes (special lectures / workshops/ seminars) with external experts:

Sl. No.	Seminar Topic	Date	Speaker	Funding Agency
1	'Impact of Partition on Women as Reflected in Indian Cinema'.	4 th March 2015	Prof. Sanjay Mukhopadhyay	College
2	'Erosion of the Vision of the Nationalist Movement in Corporate India'.	12th September 2015	Mr. Vidyarthi Chatterjee	College

33.Teaching methods adopted to improve student learning:

- Quiz Contest, Student Seminar and Micro Teaching are organized every academic year with first, second and third year students of our department,
- We adopt digital methods for better teaching,
- Power point presentation both by students and the faculties make teaching

learning process more enjoyable

- Tutorials and Remedial classes are held regularly to help the students who are academically weak
- Students are often taken to excursions and encourage to do project work with the help of the faculty,

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Extension Activity/ISR	Date
Participation in National Integration Camp by Rupa Biswas	2011
Rupa Biswas participated in three Combined Annual Training Camps	2011
Sipra Gayen participated in two Combined Annual Training Camps	2010 & 2012
Sadhna Mandal participated in Combined Annual Training Camps and joined Trekking Camp in Sikkim	2012
Nasrin Khatun in Combined Annual Training Camps	2012

35. SWOC analysis of the department and Future Plans:

Strength	<ul style="list-style-type: none"> • The College started functioning with a few subjects and History being one of them. As such it is the earliest department of our Institution. • Provides greater opportunities for jobs in school, college and civil service. • The department provides I.C.T facilities for our students. • We have a rich Seminar library containing classical books. • To inculcate in them aptitude for research work the students are taken at regular interval to historical places and encouraged to do projects. • The department organizes special lectures to make the students aware of their surroundings, rights as women, aware of their duties of giving back to the society as well as to become responsible citizens.
Weakness	<ul style="list-style-type: none"> • Our Seminar room is not very spacious • Shortage of teachers • Shortage of reference books
Opportunity	<ul style="list-style-type: none"> • Possibility of getting employment in elementary sectors like school, college, Public Service like Railway, Civil Service etc • In addition to traditional subjects the graduates in History can go for higher studies in Archaeology, Musicology, Journalism and Mass Communication, Management,

	Law, Women Studies, Human Rights etc.
Challenge	<ul style="list-style-type: none"> • First generation learners, who are economically backward, physically challenged and even orphans, get themselves enrolled as our students. We help them in various ways to enable them to live with honour and dignity in society. This is indeed a very tough challenge for us. We help them financially and provide them with books so that they are able to overcome difficulties both financially and academically.

Future Plan

If we get more space and financial resource we have plans to develop

- Digital Library
- Computer facilities for economically backward students
- Archive for students
- Buying photo copier machine, laptop and web camera for students
- Annual Field trips to famous historical sites

SEMINAR ATTENDED BY ALL FACULTIES, ORGANIZED BY MURALIDHAR GIRLS' COLLEGE

- UGC Sponsored National Seminar on “Global Warming – A threat to the world”, organized by Muralidhar Girls’ College on 25.3.2008.
- National Seminar on Political Science and History, organized by Muralidhar Girls’ College, Sept.8-9, 2011.
- National Seminar on Bengali, organized by Muralidhar Girls’ College, Sept. 20-21, 2011.
- International Seminar on Education, organized by Muralidhar Girls, College, Nov.11-12, 2011.
- National Seminar on Economics, organized by Muralidhar Girls’ College, Jan.4, 2012.
- International Seminar on Environmental Interface: An Interdisciplinary Approach towards Sustainable Development, organized by Muralidhar Girls’ College, May 3, 2013.
- Seminar on “Adventure Sports and Nature Study- Mountain for the millions” organized by Muralidhar Girls’ College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014.
- Seminar on Consumer Awareness & Protection, organized by Muralidhar Girls’ College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014.
- Seminar on “Prevention and Control of HIV/AIDS, organized by Muralidhar Girls’ College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014.

Evaluative Report

Department of Philosophy:

- 1.Name of the Department: **Philosophy**
- 2.Year of establishment: **General -1948; Honours-1959**
- 3.Names of the Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **Under Graduate Course for Honours and General streams**
- 4.Names of Interdisciplinary courses and the departments/units involved: **No Inter disciplinary Courses**
- 5.Annual/Semester/ choice based credit system (programme wise): **Annual Examination System**
- 6.Participation of the departments in the courses offered by other departments: **N.A.**
- 7.Courses in collaboration with other universities, industries, foreign institutions etc.: **N.A.**
- 8.Details of courses/programmes discontinued (if any) with reasons: **N.A.**
- 9.Number of teaching posts:

Teaching Post	Sanctioned	Filled
Professors	--	--
Associate Professors	--	1(through CAS) 1(through CAS) retired on 31 st July 2015
Asst. Professors	4	1
CWTT*	--	--
PTT**	--	2
Guest Lecturer	--	2

* CWTT - Contractual Whole Time Teacher

** PTT- Part Time Teacher

- 10.Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph.D. /M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Sukla Chakrabarti	M.Phil.	Associate Professor	Logic	32	--
Anjana Chatterjee	M.A.	Assistant Professor	Social Political Philosophy	18	--
Jhumur Basu	M.Phil Ph.D(Pursuing)	Permanent Part Time Teacher	Nyaya (Indian Philosophy)	6	--

Suparna Mukherjee	M.Phil.	Permanent Part Time Teacher	Logic	6	--
Saswat Mukherjee	M.A.	Guest Lecturer	Logic	4 month	--
Rinku Behra	M.A.	Guest Lecturer	Logic	4 month	--

11. List of senior visiting faculty: **NIL**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Course	Total Class /week	Class taken by Temporary Faculty/week	%
Honours. Theory	80	13	16
General Theory	23	5	22

13. Student – Teacher Ratio (Programme wise)

Course	No. of Teachers	No. of Students	Student : Teacher Ratio
Honours	5	32	7:1
General	5	200	40:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **N.A.**

15. Qualification of teaching faculty with D.Sc./D.Litt./Ph.D./M.Phil./PG:

Qualification	No. of Faculty
PG	6
M.Phil.	3
Ph.D.	1 Pursuing
D.Litt.	--
DSC	--

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and the total grants received: **NIL**

18. Research Centre / Facility recognized by the Universities: **N.A.**

19. Publications: Table– 1 ***

Faculty	Papers Published in Peer Reviewed Journals		Papers		Publications in Intl. Database	Monographs	Chapter in Books
	Nat.	Intl.	Nat	Intl.			
--	--	--	--	--	--	--	--

Publications: Table - 2 ***

Faculty	Books Edited	Books with ISBN / ISSN Numbers	Citation Index	SNIP	SJR	Impact Factor	H-Index
Sukla Chakrabarti		1 book named "Tarkbinjan" on Honours 4 th paper syllabus. ISBN – 81-89846-12-4					

*** Details in Annexure No. V

20.Areas of consultancy and income generated: **N.A.**

21.Faculty as members in:

a) National Committees b) International Committees c) Editorial Boards...**NIL**

22.Student Projects

a) Percentage of students who have done in-house projects including inter-departmental programme:

Year	Nature of Project	Name of Project	Percentage Of Students
1 st year	In house	Some Indian Philosophers	100%
2 nd year	In house	On psychology	100%
3 rd year	In house	Contemporary Indian Thinkers and Environmental Project(Compulsory)	100%

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / Other agencies: **N.A.**

23.Awards / Recognitions received by faculty and students: **NIL**

24.List of eminent academicians and scientists / visitors to the department: **N.A.**

25.Seminars / Conferences / Workshops organized and the source of funding:

Sl. No.	Seminar/Conference/Workshop		Funding Agency	Date
	National	International		
1	A National Seminar on Ethics in Epics is going to be organised		U.G.C	February 2016

26.Student profile programme / course wise:

Name of the Course/ Programme (refer question no. 4)	Applications Received	Selected	Enrolled		Pass Percentage (%)
			M	F	
2010-11	51	30	--	21	84.14%
2011-12	45	30	--	20	87.05%

2012-13	20	20	--	12	92.57%
2013-14	25	20	--	05	Studying in 3 rd year
2014-15	22	16	--	11	Studying in 2 nd year
2015-16	52	30	--	10	Studying in 1 st year

27.Diversity of students:

Name of the Course	% of students from the same state	% of students from the other state	% of students from abroad
Three year B.A.(Hons.) Philosophy	100%		
Three year B.A.(Hons.) Philosophy	100%		

28.How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc.:

No. of Students	Year	NET, SLET, GATE, Civil services, Defence services
1	2015	NET, SLET cleared

29.Students progression:

Student Progression	Against % enrolled
UG to PG (2015)	50%
PG to M.Phil.	30%
PG to Ph.D.	1 applied (so far known)
Ph.D. to Post-Doctoral	Data not available
Employed Campus Selection Other than campus recruitment	NIL 1 Appointed as a Guest Lecturer in College 40-45% are employed(exact data not available)
Entrepreneurship/ Self-employment	Data not available

30.Details of infrastructural facilities:

a) Library: : **Access to the College Library and Seminar Library (260 books)and Remedial (60 books)**

b) Internet facilities for Staff and Students: **Available in the Computer laboratory.**

c) Class rooms with ICT facilities: **One Smart class room is available for all the departments in turn.**

d) Laboratories: **N.A.**

31.Number of students receiving financial assistance from college, university, government or other agencies:

Year	No. of Students	Name of Scholarship	Text books received from Student's Aid Fund
2014	2	Kanyasree	--
2015	2	Kanyasree	--
2015	2	Udayan	--

2011-12	3	Free studentship	2 nd yr-2
2012-13	6	Free studentship	1 st yr-2 2 nd yr-1 3 rd yr-2
2013-14	5	Free studentship	1 st yr-1 3 rd yr-1
2014-15	1		1 st yr-1

32.Details of student enrichment programmes (special lectures / workshops/ seminars) with external experts: Refer to question number 25.

Sl. No.	Seminar Topic	Date	Speaker	Funding Agency
1	(Departmental) Topic – Personality, Value and Education.	09.12.14	DibyabibhanandaMaharaj, R.K.M.I.C. Golpark.	College Fund
2	Philosophy in Science	26.08.2015	Indranil Roy, Senior Curator , B.I.T.M	College Fund
3	Vedanta and Practical Vedanta	01.09.2015	Dr. Joy Bhattacharya from Department of Indology,R.K.M.I.C, Golpark	College Fund
4	Dalit – A Socio Political Thought	08.10.2015	Vidyarthi Chatterjee	College Fund
Visit to American Library, Kolkata			10.09.2015	
Visit to Eco Park , Kolkata			13.10.2015	
Periodical Lecture by Sukla Chakrabarti, Topic – Hetvabhasa on Indian Logic at Debra Khudiram College, Midnapore.			19.02.2015	
2 Faculties attended UGC Seminar at Belur College on the topic Ethics in Eastern and Western Classics			30.09.2015	
Faculty Sukla Chakrabarti is the Editor of the Teacher's Council Journal – 'Miles to Go'			2012	
- Do -			2015	
Faculty Sukla Chakrabarti was the Editor of Annual College Magazine- 'Suparna'			2001	
Faculty Sukla Chakrabarti is a regular creative writer in each year's college magazine 'Suparna'			1990-2015	
Faculty Sukla Chakrabarti acted as Teacher's Council Secretary of the college			2006 – 2008	

Faculty Sukla Chakrabarti was appointed as the Head Examiner, Co-ordinator, Paper Setter in Honours and General Exams of Calcutta University. Other faculties (Anjana Chatterjee, Tapati Bhattacharya, Jhumur Basu, Suparna Mukherjee) are also appointed as Examiner and Scrutiniser of Honours and General Exams of Calcutta University	2010,2011,2012,2013,2014, 2015
Departmental Activities	
Name	Date
Micro Teaching	In every year by all 3year Hons students
Quiz Contest	In every year by all 3year Hons students
Parent Teacher Meeting	In every year after test examination
Essay Competition	August 2015
Tutorial Classes(8)	Almost every year
Remedial Classes(6)	Since last 3years (From 2013)
Wall Magazine- Srishtichara	Published annually in every year by the students. Winner of 3 rd in wall magazine contest in September,2015
Teacher's assessment by Student Feedback Form	Introduced inSept. 2015 for an assessment of the teachers
Departmental Meeting	Once in every month (approx)
Departmental Outing	Ocassionaly,this year in Oct. 2015

33. Teaching methods adopted to improve student learning:

- **Classroom lecture, Seminars, Extended lectures,**
- **Group Discussions,**
- **Tutorial Classes,**
- **Remedial Classes etc.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Sl	Field	Name	Date
1	N.C.C – Best Cadet, Group Level	Ananya Majumdar	2010
2	N.S.S - 'Save Ganga' Awareness Program	Rubina Yassmin (1 st year) Sangita Mandal (1 st year)	16.10.2015

Inter disciplinary lectures have been organized. Faculties from the Depts. Of Journalism, Sociology, Psychology and Sanskrit have delivered lectures to the department to give the students an inter disciplinary interest and help in the development of the syllabus.

Sl.	Speaker	Department	Topic	Date
1	Dr.Indrani Raha	Journalism	How to Communicate	01.09.2015
2	Dr. Uttara Maity	Sociology	Social Philosophical Thought	09.09.2015
3	Rakhi Sengupta	Psychology	Skills to control the anger emotion	10.09.2015
4	Sampriti Biswas	Sanskrit	Samanya , a topic of Indian Philosophy	11.09.2015

The departmental faculties have delivered inter disciplinary lectures to other departments.

Sl.	Speaker	Department	Topic	Date
1	Sukla Chakrabarti	Journalism	Communication ; from Indian Philosophical Perspective	01.09.2015
2	Anjana Chatterjee	Sociology	Basic Concepts of Social Philosophy	09.09.2015
3	Sukla Chakrabarti	Psychology	Gita ; a Management of Emotion Control	10.09.2015
4	Jhumur Basu	Sanskrit	Practical Vedanta	11.09.2015

N.B – Sukla Chakrabarti has delivered I.C.P.R sponsored periodical lecture on “Importance of Hetvabhasa in Indian Logic” on 19.02.2015 at Shahid Khudiram Smriti Mahavidyalaya, West Midnapore.

35.SWOC analysis of the department and Future Plans:

Strength	<ul style="list-style-type: none"> Upward mobility of comparatively economically weaker sections Imparting Value Education among the students Social integration through intense interaction Intimate Teacher –Student relationship, leading to better academic atmosphere. Close interaction among three categories of departmental teaching staff – Regular, Part Time and Guest leading to better academic ambience.
Weakness	<ul style="list-style-type: none"> Time constraint to complete of syllabus, as the department has to complete the University assigned jobs like invigilating, examining, scrutiny etc. For 3 consecutive years Dept is selected as the C.U zonal centre of PHIG Part III. Pre admission counselling not always done that results into subject changes sometimes drop out.It may also lead to quality downfall of the students etc. Poor infrastructure- No exclusively assigned room for the Dept. The ambience and size of the room in not student encouraging Decreasing number of regular teachers affects long term perspective
Opportunities	<ul style="list-style-type: none"> Departmental activities like micro teaching, quiz contest, essay competition etc help the students to

	<p>go beyond the books and gather knowledge.</p> <ul style="list-style-type: none"> • The seminar library has a good collection of books and other resources, which are accessed by the students for their educational enrichment • Being the students of a mother subject, the students are approachable and accessible to any other faculty. • Department has young, expert faculties who are technologically sound to impart education through modern education system.
Challenges	<ul style="list-style-type: none"> • Student motivation. • Imparting positive thinking. • Improve English vocabulary and writing. • To modify the first generation learner students into graduates. • Inter departmental competitions and lectures allow both the student and the faculty to gain extracurricular knowledge.

Future Plan

<ul style="list-style-type: none"> • Teacher Exchange Programmes, • Lectures by Ex-faculties, • Special lecture from renowned institutions, • Educational Tours, Smart Classes, • Computer access for the students, • National based U.G.C seminar, • Setting up a departmental alumni, • Parent- Teacher Meeting, • Departmental Journal, • Introduction of M.C.Q pattern questions etc.

Prof. Sukla Chakraborti**Seminar Attended:**

1. South Calcutta Girls' College organised seminar on "Medical Ethics and Media Ethics" on 17th Oct, 2006
2. New Alipore College organised seminar on "Changed Matter of Family" on 12th September, 2008
3. Indian Academy of Philosophy organised seminar on "Philosophy of Professor Rashvihar Das" at Ramakrishna Mission Institute of Culture on 25th and 26th February, 2004
4. University of Calcutta (Dept. of philosophy) on –"some basic concepts of knowledge – east and west"
5. Ramkrishna Mission Vidyamandir organised UGC sponsored seminar on "Philosophical Thoughts in Bengal" on 29th February, 2008
6. Shivnath Sastri College organised UGC sponsored seminar on "Swami Vivekananda-The Role Embodiment of India" on 7th August, 2013
7. Maheshtala college organised (UGC sponsored) seminar on stress and coping ; Human Well Being on 17/08/2013

8. Ramkrishna Mission Vidyamandir- organised National level seminar on "The Concept of Morality: Indian and Western" on 30th September, 2015
9. Womens' Christian College organised W.B. State Council of Higher Education sponsored seminar on "Religious Pluralism" on 19th November, 2015

Workshop:

1. 6 days Workshop organised by Netaji Subhas Open University on "Capacity Building of Women Manager in Higher Education" on 1.9.2003 – 6.9.2003
2. Rabindra Bharati University, Department of Philosophy organised 5days Workshop on "Holism and Its Alternatives" on 20.2.2006-24.2.2006
3. Calcutta University (Council of under Graduate Studies) organised one day Workshop on "Revision of Existing Syllabus in B.A. Hons and General Course on 17th April, 2010
4. Calcutta University (Under Graduate Board of Studies) organised 2days workshop on "Ethics and Indian Logic" on 25th and 26th September, 2004
5. Calcutta University Department of Philosophy organised one day workshop on "Aristotle's Ethics" on 22nd February, 2010

SEMINAR ATTENDED BY ALL FACULTIES, ORGANIZED BY MURALIDHAR GIRLS' COLLEGE:

- UGC Sponsored National Seminar on "Global Warming – A threat to the world", organized by Muralidhar Girls' College on 25.3.2008.
- National Seminar on Political Science and History, organized by Muralidhar Girls' College, Sept.8-9, 2011.
- National Seminar on Bengali, organized by Muralidhar Girls' College, Sept. 20-21, 2011.
- International Seminar on Education, organized by Muralidhar Girls, College, Nov.11-12, 2011.
- National Seminar on Economics, organized by Muralidhar Girls' College, Jan.4, 2012.
- International Seminar on Environmental Interface : An Interdisciplinary Approach Towards Sustainable Development, organized by Muralidhar Girls' College, May 3, 2013.
- Seminar on "Adventure Sports and Nature Study- Mountain for the millions" organized by Muralidhar Girls' College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014.
- Seminar on Consumer Awareness & Protection, organized by Muralidhar Girls' College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014.
- Seminar on "Prevention and Control of HIV/AIDS, organized by Muralidhar Girls' College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014.

Evaluative Report

Department of Political Science:

- 1.Name of the Department: **Political Science**
- 2.Year of establishment: **General—1959; Honours -1964**
- 3.Names of the Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **Under Graduate Course For Honours and General Streams**
- 4.Names of Interdisciplinary courses and the departments/units involved : : **No Interdisciplinary Courses**
- 5.Annual/Semester/ choice based credit system (programme wise): **Annual Examination System**
- 6.Participation of the departments in the courses offered by other departments: **N.A.**
- 7.Courses in collaboration with other universities, industries, foreign institutions etc.: **N.A.**
- 8.Details of courses/programmes discontinued (if any) with reasons: **N.A.**
- 9.Number of teaching posts:

Teaching Post	Sanctioned	Filled
Professors	--	--
Associate Professors	--	--
Asst. Professors	4	1
CWTT*	--	--
PTT**	--	1
Guest Lecturer	--	6

* CWTT - Contractual Whole Time Teacher

** PTT- Part Time Teacher

- 10.Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph.D. /M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Srabaini Guha	M.A.	Assistant Professor	Comparative Politics	25	--
Sanhati Ghosh	M.A.	Permanent Part Time Teacher	South Asia And Political Thought	U.G-9 P.G-2	--
Sukla Das	M.Phil.	Guest Lecturer	South Asia And Political Thought	32	--

Raka Dutta	M.A.	Guest Lecturer	Local Self Govt	3	--
Doyale Bandyopadhyay	M.A. B.ED.	Guest Lecturer	Contemporary Indian Politics	3	--
Sudeshna Das	M.A. (SET)	Guest Lecturer	India and her Neighbouring Nations	2	--
Soumi Mukherjee	M.A.	Guest Lecturer	Research Methodology	2	--
Shilpa Sinha Nandy	M.A. B.ED.	Guest Lecturer	International Relation	10	--

11. List of senior visiting faculty: **NIL**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Course	Total Class /week	Class taken by Temporary Faculty/week	%
Honours Theory	54	36	66%
General Theory	27	18	66%

13. Student – Teacher Ratio (Programme wise)

Course	No. of Teachers	No. of Students	Student : Teacher Ratio
Honours	7	35	5:1
General	4	20	5:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **N.A.**

15. Qualification of teaching faculty with D.Sc./D.Litt./Ph.D./M.Phil./PG:

Qualification	No. of Faculty
PG	7
M.Phil.	1
Ph.D.	--
D.Litt.	--
DSC	--

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and the total grants received: **NIL**

18. Research Centre / Facility recognized by the Universities: **N.A.**

19. Publications: Table – 1 ***

Faculty	Papers Published in Peer Reviewed Journals		Papers		Publications in Intl. Database	Monographs	Chapter in Books
	Nat.	Intl.	Nat.	Intl.			
Shilpa Sinha	--	--	2	--	--	--	--
Sudehna Das	--	--	1	--	--	--	--
Sanhati Ghosh	--	--	1	--	--	--	--

Publications: Table - 2 ***

Faculty	Books Edited	Books with ISBN / ISSN Numbers	Citation Index	SNIP	SJR	Impact Factor	H-Index
Sukla Das	Impact of October Revolution on Indian Political Thought	--	--	--	--	--	--

*** Details in Annexure No. V

20. Areas of consultancy and income generated: **N.A.**

21. Faculty as members in :

a) National Committees b) International Committees c) Editorial Boards... **NIL**

22. Student Projects

g) Percentage of students who have done in-house projects including inter-departmental programme: **3rd Year Students – 100 Percent (Environmental Project)**

h) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / Other agencies: **N.A.**

23. Awards / Recognitions received by faculty and students:

Name of Faculty/Student	Name of the Award	Organisation	Year
Raka Dutta	Asia Foundation Fellowship	Calcutta University	2009
Doyale Bandhopadhyay	Netaji Subhas Chandra Bose Award	Calcutta University	2010
	Leelabati Roy Memorial Prize	Presidency University	2012

24. List of eminent academicians and scientists / visitors to the department

Sl. No.	Name	University/ College/ Other	Purpose of Visit	Date of Visit
1.	Dr. Binayak Sen	Freelancer Social activist	Seminar	2011
2.	Dr. Aneek Chatterjee	Presidency University	Seminar	2013
3.	Prof. Debasish Mitra	Fakirchand College	Seminar	2014
4.	Prof. Nandalal Chakroborti	Presidency University	Seminar	2015

25. Seminars / Conferences / Workshops organized and the source of funding:

Sl. No.	Seminar/Conference/Workshop		Funding Agency	Date
	National	International		
1.	--	Changing Pattern of Journalism: A Comparative study	Muralidhar Girls' College	25.9.2014
2.	Indian Constitution Its Administrative Procedure	--	Muralidhar Girls' College	25.9.2014

26. Student profile programme / course wise:

Name of the Course/ Programme (refer question no. 4)	Applications Received	Selected	Enrolled		Pass Percentage (%)
			M	F	
2010-11	40	30	--	30	84.14
2011-12	35	25	--	25	87.05
2012-13	38	30	--	25	92.57
2013-14	40	30	--	15	Studying in 3 rd year
2014-15	28	25	--	10	Studying in 2 nd year
2015-16	96	75	---	35	Studying in 1 st year

27. Diversity of students:

Name of the Course	% of students from the same state	% of students from the other state	% of students from abroad
Three Year B.A. (Hons.) Pol. Science	100%	--	--
Three Year B.A. (Gen.) Pol. Science	100%	--	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc.:

No. of Students	Year	NET, SLET, GATE, Civil services, Defence services
1	2014	SET

29. Students progression:

Student Progression	Against % enrolled
UG to PG (2015)	80 %
PG to M.Phil.	1 student to M.Phil Others' Data not available
PG to Ph.D.	Data not available
Ph.D. to Post-Doctoral	Data not available

Employed Campus Selection Other than campus recruitment	N.A. Subhra Sen Working in Vikram Sheela (NGO) Sabana Parveen Worked In Talaash (NGO), Now In Insurance Sector Moumita Bakuli Working in IT ORBITAL Sudeshna Das working in Murlaidhar Girls' College as Guest Faculty
Entrepreneurship/ Self-employment	Data not available

30.Details of infrastructural facilities:

- Library: **Access to the College Library and Seminar Library**
- Internet facilities for Staff and Students: **Available in Computer lab**
- Class rooms with ICT facilities: **Available in Computer lab**
- Laboratories: **N.A.**

31.Number of students receiving financial assistance from college, university, government or other agencies:

Year	No. of students		
	Udayan Scholarship	Tuition Fees Waived	Text Book Issued
2011-12	--	3	2 nd yr-1
2012-13	--	10	1st yr-8 3 rd yr-2
2013-14	--	8	1st yr-1 2 nd yr-2 3 rd yr-
2014-15	--	10	1st yr-2 2 nd yr-1 3 rd yr-2

32.Details of student enrichment programmes (special lectures / workshops/ seminars) with external experts:

Role Of Civil Society organized by Department of Political Science in association with Itihash Sansad on 8.9.2011	Speaker – Binayak Sen
Rabindranath O Paribesh Bhabna, organized by Department of Political Science	Speaker – Tapan Chatterjee, Faculty university of Calcutta
Socio Political Scenario in the 21 st Century: A Comparative Study of	Speaker – Prof. Aneek Chatterjee,, Former H.O.D Of Political Science,

India and USA, jointly organized by Department of Journalism and Department of Political Science, 25.9.2014	Presidency University
Indian Constitution Its Administrative Procedure, organized by Department of Political Science on 29.1.2015	Speaker- Prof.Debashis Mitra, Diamond Harbour Fakir Chand College
Mystery of Netaji's Disappearance: For Mosa to Faizabad, organized by Department of Political Science on 27.11.2015	Speaker - Prof. Nandalal Chakroborti,, Former H.O.D Of Political Science, Presidency University

33.Teaching methods adopted to improve student learning:

- Micro- teaching :Oral presentation on a particular issue or topic by students (each 3 minutes)
- Open Book Teaching: Class room activities by the students through preparation of notes on the basis of consultation of number of referred books
- Group Teaching: With the involvement of number of teachers highlighting on different aspects of a complex and critical topic
- Traditional method: Lectures delivered by the teachers
- Interactive classroom sessions held by the teachers

34.Participation in Institutional Social Responsibility (ISR) and Extension activities:

Extension Activity/ISR	Date
NSS activity-Campaign	16.10.15

35.SWOC analysis of the department:

Strength	<ul style="list-style-type: none"> • Young enthusiastic teacher highly interested in academic activities • Experienced faculty members • Seminar library having useful resource
Weakness	<ul style="list-style-type: none"> • Lack of permanent faculty in the department. • Social and economic backwardness of the students. • Lack of support from the families of the students as most of them are first generation learners. • Lack of awareness and knowledge of courses and future plans. • Lack of interest in practical application of their knowledge.
Opportunity	<ul style="list-style-type: none"> • Scope of the subject -a) Civil services, Govt. services, b) Teaching, c) NGO d) Research work, e) Journalism • Scope of masters and M.Phil. in almost all National Universities. • Special degrees and courses in Journalism and social works.

Challenge	<ul style="list-style-type: none"> • It may also be mentioned that some of our students are undertaking duties and prestigious responsibilities in various NGOs; for example, Subhra Sen(2008-2011) was placed in second class, obtained her post-graduation Good results in the University exams. Some of them have excelled in the post-graduation and even at competitive level like SET. • Majority of the students are first generation learners and come from poor and backward families.Despite many obstacle and hardship they enthusiastically participate in scholastic activities • To keep the students attached with process of learning and make them socially aware is a great obstacle faced by the department. • Monotony of theory based syllabus. • The department also provides monetary assistance to financially weak students; for example, Shabana Parveen (2010-2013) who is now pursuing her masters in Rabindra Bharati University. • The department is also successful in imbibing social and general awareness among the students. • Remedial classes, mock tests, tutorial classes, innovative teaching methods are adopted by the department to help improve the skills and qualities of the students. • Seminar library resource materials are provided for the benefit of the students and improving the standard of the students.
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Future Plan

<ul style="list-style-type: none"> • As our institution provides education to the girls we are bound to take the responsibility of preparing them to become independent financially as well as mentally. • It is necessary to introduce job oriented courses for the students to enable them compete in the world. • To increase interdisciplinary approach. • Creation of an emergency financial unit to help the poor and needy students. • To form departmental Alumni Association. • Publication of annual departmental journal with active participation of students and teachers. • To develop a debating society which could mobilize and organise debates for the students on various national and international issues.

SEMINAR ATTENDED BY ALL FACULTIES, ORGANIZED BY MURALIDHAR GIRLS' COLLEGE:

- UGC Sponsored National Seminar on “Global Warming – A threat to the world”, organized by Muralidhar Girls’ College on 25.3.2008.
- National Seminar on Political Science and History, organized by Muralidhar Girls’ College, Sept.8-9, 2011.
- National Seminar on Bengali, organized by Muralidhar Girls’ College, Sept. 20-21, 2011.
- International Seminar on Education, organized by Muralidhar Girls, College, Nov.11-12, 2011.
- National Seminar on Economics, organized by Muralidhar Girls’ College, Jan.4, 2012.
- International Seminar on Environmental Interface : An Interdisciplinary Approach Towards Sustainable Development, organized by Muralidhar Girls’ College, May 3, 2013.
- Seminar on “Adventure Sports and Nature Study- Mountain for the millions” organized by Muralidhar Girls’ College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014.
- Seminar on Consumer Awareness & Protection, organized by Muralidhar Girls’ College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014.
- Seminar on “Prevention and Control of HIV/AIDS, organized by Muralidhar Girls’ College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014.

Sl. No.	Name	Qualification	Year of pass out from our college	Name of institution engaged in	Address	Designation	Contact number	
1.	Titir Bose	M.Sc.	2009	MSDC clinic	---	Assistant to the doctor	9163234996	
2.	Kakali Das	M.Sc SET	2009	Muralidhar Girls' College	Gariahat Road	Lecturer	8013765889	
3.	Rimpa Paul	B.Sc.	2009	SastaSundar.com	Syed Amir	Store Ali avenue executive	9038042966	
4.	Sabnam Rahaman	M.Sc.	2009	High News	Ballygunge	Video editor	9038287391	
5.	Rima Modak	M.Sc.	2010	Sarada Educare	Picnic Garden	Assistant Teacher Geography	9748080789	
6.	Natasha Karmakar	M.Sc.	2010	Barisha Purba Para High School	Thakurpukur Behala	Teacher	9038263425	
7.	Beauty Mondal	M.Sc.	2010	Taltala Girls' High School		Teacher	9903128417	
8.	Koeli Sen	B.Sc.	2010	Fortis Hospital	Anandapur, Bypass	O.T. Assistant	9163006886	
9.	Atreyee Ghosh	M.Sc.	2011	Bangiya Gramin Vikash Bank (Govt.)	Maldah	Single window operator Grade A Cashier	9748688004	
10.	Debopriya Paul	M.Sc.	2012	Kids Care	Park Circus	Teacher	8017933011	
11.	Gargy Howly	M.Sc.	2013	Rajya Sangeet Parishad (Govt.)	Prince Anwar Shah Road	Developing junior officer	8100717339	

Evaluative Report

Department of Sociology:

1. Name of the Department: **Sociology**
2. Year of Establishment: **General – 1986; Honours- 2005**
3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **Under Graduate Courses for Honours and General streams**
4. Names of Interdisciplinary courses and the departments/units involved: **No interdisciplinary course.**
5. Annual/Semester/choice based credit system (programme wise): **Annual Examination System.**
6. Participation of the department in the courses offered by other departments: **N.A.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **N.A.**
8. Details of courses/programmes discontinued- **N.A.**
9. Number of teaching posts:

Teaching Post	Sanctioned	Filled
Professor	--	--
Associate Professor	1	1
Assistant Professor	1	1
CWTT*	-	-
PTT**	-	-
Guest Lecturer	-	5

* CWTT - Contractual Whole Time Teacher

** PTT- Part Time Teacher

10. Faculty profile with name, qualification, designation, specialisation, (PhD/MPhil):

Name	Qualification	Designation	Specialisation	Years of Experience	PhD students guided for 4 years
Prof. Uttara Maity	Ph.D.	Associate Professor	Urban sociology, global economy and sociology of culture and consumption.	27	--

Atrayee Saha	M.Phil., Ph.D. Pursuing	Assistant Professor	Agrarian sociology, science, technology and society, rural sociology, global and political economy.	1 and Half	--
Chaitali Guha	M.A.	Guest Lecturer	Sociology of culture, globalisation, society, gender and culture.	2	--
Sanjukta Bhowmik	M.Phil.	Guest Lecturer	Health and society, sociology of medicine, gender and sexuality.	2	--
Poulumi Dutta	M.Phil.	Guest Lecturer	Sociology of everyday life, plastic love, human emotions and society.	1	--
Smt. Aditi Ghosh	M.A.	Guest Lecturer	Gender and society, sociology of work, social inequality.	2	--
Kahini Palit	M.Phil.	Guest Lecturer	Feminism and Feminist movements, sociology of Gender and inequality.	2	--

11. List of Visiting Faculty: **NIL**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Course	Total Class /week	Class taken by Temporary Faculty/week	%
Honours Theory	44	13	29.5
General Theory	26	13	50

13. Student-Teacher ratio :

Course	Student Strength	Teacher	Student: Teacher ratio
Honours	36	7	5:1
General	287	7	41:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **N.A.**

15. Qualifications of teaching faculty with DSc./D.Litt/PH.D/MPhil/PG. :

Qualification	No. of Faculty
PG	7
M.Phil.	4
Ph.D.	1
D.Litt.	-
DSC	-

*For details (See Section 10).

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

Principal Investigator/ Researcher	Status with year	Funding Agency	Grants Received
Smt.Atrayee Saha	Applied	UGC, MRP	-

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **NIL**

18. Research centre/facility recognised by the University: **N.A.**

19. Publications Table – 1 ***

Faculty	Papers Published in Peer Reviewed Journals		Papers		Publications in Intl. Database	Monog raphs	Chapter in Books
	Nat.	Intl.	Nat .	Intl.			
Prof. Uttara Maity	-	-	-	-	-	-	1
Atrayee Saha	-	-	3	2	-	-	-

Publications: Table - 2 ***

Faculty	Books Edited	Books with ISBN / ISSN Numbers	Citation Index	SNIP	SJR	Impact Factor	H- Index
--	--	--	--	--	--	--	--

*** Details in Annexure No. V

20. Areas of consultancy and income generated: N.A.

21. Faculty as members in a) National Committees b) International committees c) Editorial Boards:

Faculty	Designation	National Committee	International Committee	Editorial Boards	Any Recognised Body
Atrayee Saha	Assistant Professor	Indian Anthropological Association (IAA) Indian Sociological Society (ISS)	-	-	-
Sanjukta Bhowmik	Guest Lecturer	Indian Sociological Society (ISS)	-	-	-
Poulumi Dutta	Guest Lecturer	Indian Sociological Society (ISS)	-	-	-

22. Student Projects

- a) Percentage of Students who have done in-house projects including inter-departmental programme: Students have worked on projects given to them from Environmental Science department on understanding society and Environment and different issues related to environmental condition like pollution, safety and security, cleanliness and others.
- b) Percentage of Students placed for projects in organisations outside the institution i.e. in Research Laboratories/ Industry/ other agencies: Few students have started doing research work and publishing research papers in several conferences from 2015. All the students in their Third year of study are engaged in doing dissertation including field work as part of the course curriculum. Few more institutes and NGOs have been contacted for engaging students in research work. Organisations like CINI (Child In Need Institute) and IIMC (Institute of Indian Mother and Child) have been contacted for this purpose.

23. Awards / Recognitions received by faculty and students:

	Name	Award	Organisation	Year
Student	Ms. Bornita Chakraborty	#Secured 1 st Position in the Department of Sociology with 1 st Class.	Muralidhar Girls' College	2011-2014
Faculty	Ms. Atrayee Saha	#National Fellow of Centre for Advanced Studies, Department of Sociology, Delhi School of Economics, Delhi University. # Visiting Research Fellow, University of Potsdam, Berlin, Germany. # UGC NET-JRF	Delhi School of Economics, University of Delhi	2010-2012 2011 2012

24. List of eminent academicians and scientists/ visitors to the department :

Sl. No.	Name	University/ College/ Other	Purpose of Visit	Date of Visit
1	Professor Abhijit Mitra	Ex-faculty, Department of Sociology, Burdawan University Ex-faculty, Department of Sociology, St. Xaviers College, Kolkata Guest faculty, Department of Sociology, Rabindra Bharati University, IISWBM.	Seminar	23.12.2014
2	Dr. Udit Mitra	Assistant Professor, Department of Sociology, Shri Shikshayatan College,	Seminar	23.12.2014
3.	Dr. Samit Kar	Faculty, Department of Sociology, Maulana Azad College, Calcutta	Seminar	19.04. 2013
4.	Dr. Dalia Chakraborty	Faculty, Department of Sociology, Jadavpur University.	Seminar	25.08. 2012
5.	Dr. Piyali Sur	Faculty, Department of Sociology, Jadavpur University.	Seminar	30.09.2010

25. Seminars/ Conferences / Workshops organised and the source of funding:

YEAR	National/ International	Topic	Speakers	Fund
*2015 (forthcoming)	National level seminar	'Panopticon' Media: A Sociological and Psychological Perspective	-	UGC fund (approved)

*This national seminar will be an inter-departmental seminar including three departments; Department of Sociology, Department of Journalism and Mass Communication and Department of Psychology to understand the role of media and its impact on the contemporary social condition.

* No international seminar has been organised till date.

26. Student Profile Programme/ course wise:

Name of the Course/ Programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage %
			M	F	
Sociology					
2010-11	40	30		28	78.5 %
2011-12	35	30		29	62%
2012-13	15	10		06	77.7%
2013-14	18	15		15	Studying in 3 rd Year
2014-15	31	20		16	Studying in 2 nd Year
2015-16	49	25		22	Studying in 1 st year

27. Diversity of students

Name of the Course	% of students from the same state	% of students from the other state	% of students from abroad
Three year B.A.(hons.) Sociology	100	--	--
Three year B.A.(Gen.) Sociology	100	-	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc.: **Data not available**

29. Student Progression

Student Progression	Against % enrolled
UG to PG (2015)	60 %
PG to M.Phil.	Data not available
PG to Ph.D. Ph.D. to Post-Doctoral	Data not available
Employed <ul style="list-style-type: none"> Campus Selection Other than campus recruitment 	Off-campus *Details is given below
Entrepreneurship/ Self-employment	Data not available

*Student Progression: Off-campus recruitment

Batch/Year	Name	Organisation	Position
2011	Ms. Pritha Banerjee	Early Birds' Primary School	Teacher
2011	Ms. Tania Mukherjee	Welkin High School	Teacher in Primary Section

2013	Ms. Piyali Chatterjee	Chocolust	Bakery and Purchase Manager
2013	Ms. Sangeeta Das	Chocolust	Bakery and Purchase Manager
2013	Ms. Sumona Das	Ramesh Mitra High School	Teaching Sociology

30. Details of infrastructural facilities:

- Library: : **Access to the College Library and Seminar Library**
- Internet facilities for Staff & students: **Yes.**
- Classrooms with ICT facility: **Laptop, Printer and Digital Camera and White Board.**
- Laboratories: **N.A.**

31. Number of students receiving financial assistance from college, university, government or other agencies: NIL

32. Details on student enrichment programmes (special lectures/ workshops/ seminar) with external experts: (See Section 25)

YEAR	National/ College	Topic	Speakers	Fund
2010	College level workshop	Gender and Sexuality with Special Reference to Violence Against women.	Organised by Saathi , an NGO working in the field of Gender, Sexuality and Sexual Harassment	College fund
2010	College level seminar	Contemporary Trends in Feminist Sociology.	Dr. Piyali Sur (Assistant Professor, Jadavpur University)	College fund
2012	College level seminar	Changing Pattern Of Marriage, Family & Kinship In Modern Socio – Cultural Set Up	1. Prof. Abhijit Mitra, ex-faculty, Deptt. Of Sociology, St. Xavier's College. 2. Prof. Dalia Chakraborty, Deptt. Of Sociology, Jadavpur University.	College fund
2013	College level seminar	Role of Education as a very important social institution in the pre-modern societies as well as in contemporary global society.	Dr. Samit Kar (Ex-faculty Presidency College)	College fund
2014	College level seminar	Global or Local: Where do we Stand? Understanding the place of Social	1. Dr. Abhijit Mitra (Ex-faculty Burdwan University, Ex-faculty St. Xavier's College) 2. Dr. Udit Mitra,	College fund

		relationships in Globalised condition.	Assistant Professor, Department of Sociology, Shri Shikshayatan College, Calcutta University.	
*2015 (forthcoming)	National level seminar	'Panopticon' Media: A Sociological and Psychological Perspective	-	UGC fund (approved)

33. Teaching methods adopted to improve student learning:

- Interactive Learning and Class Participation, Group presentation,
- Micro-teaching, Use of Smart Classroom, Use of ICT
- Wall magazines, Play-and- Learn, Faculty Exchange

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Extension Activity/ISR	Date
Active participation of Students in NSS	2010-2015
Active involvement of students in various cultural activities including Republic Day celebration, Independence Day celebration, World Sanskrit Day celebration, Extempore competition, Quiz and Essay Contest and others.	2010-2015

35. SWOC analysis of the department and future plans:

Strength:	<ul style="list-style-type: none"> • Close-knit and friendly bonding between teachers and students. • Close one-to-one interaction with the students. • Diversity among the students. Students come from different academic background. This acts as a strength, because then learning sociology becomes an interesting process. Students from different background see social issues from varying points of view. • Diversity enhances flow of new ideas and interests among the student group. • Strong faculty. Most of the teachers are competent in their field of research and areas of specialisation. They are well equipped with resources needed to teach the students. They are also very efficient in connecting with the students very naturally and freely.
Weakness:	<ul style="list-style-type: none"> • Lack of enough full-time permanent teachers • Lack of research oriented and good sociology books in vernacular language • Lack of job openings and internship opportunities in the State
Opportunity:	<ul style="list-style-type: none"> • Students can shift from Sociology to various other fields. • Students can pursue higher studies in Media, Social Anthropology, Social Work, Social Welfare courses, Public Administration, Development Studies. • They can also get job opening in Content Writing, Advertising

	and Public Relations agencies, Public Services like WBCS and IAS, work for various non-profit organisations or engage in different research based institutes.
Challenge:	<ul style="list-style-type: none"> Teaching in vernacular language. The Department does not discourage the students to write or read in vernacular language. However, it is our constant effort to encourage them to read, write and speak in English. We encourage them to read journals like Economic and Political Weekly (EPW) and magazines like Frontline and Outlook.

Future Plans:

- Introduce field trips for the students to make them understand various ways of doing sociological research through ethnographic collection of data.
- To make the department course structure much more industry-oriented so that students get hands-on experience on working with various agencies and institutions once they have completed the course. This will be done through encouraging internships and research projects with other organisations.
- Increase number of permanent full-time faculty for the Department.
- Impart research-based knowledge for the students and inter and intra-college interaction on development in various issues.
- Target students who could be trained and sent outside the State to higher universities of excellence for Post-graduate studies.

SEMINAR ATTENDED BY ALL FACULTIES, ORGANIZED BY MURALIDHAR GIRLS' COLLEGE

- UGC Sponsored National Seminar on "Global Warming – A threat to the world", organized by Muralidhar Girls' College on 25.3.2008.
- National Seminar on Political Science and History, organized by Muralidhar Girls' College, Sept.8-9, 2011.
- National Seminar on Bengali, organized by Muralidhar Girls' College, Sept. 20-21, 2011.
- International Seminar on Education, organized by Muralidhar Girls, College, Nov.11-12, 2011.
- National Seminar on Economics, organized by Muralidhar Girls' College, Jan.4, 2012.
- International Seminar on Environmental Interface: An Interdisciplinary Approach Towards Sustainable Development, organized by Muralidhar Girls' College, May 3, 2013.
- Seminar on "Adventure Sports and Nature Study- Mountain for the millions" organized by Muralidhar Girls' College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014.
- Seminar on "Consumer Awareness & Protection", organized by Muralidhar Girls' College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014.
- Seminar on "Prevention and Control of HIV/AIDS, organized by Muralidhar Girls' College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014.

Evaluative Report

Department of Education:

1. Name of the Department: **Education**
2. Year of Establishment: **General-1963;Honours- 1996**
3. Names of Programmes/Courses offered- (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **Under Graduate Course for Honours and General streams**
4. Names of Interdisciplinary courses and the departments/units involved: **No Inter disciplinary Courses**
5. Annual/Semester/choice based credit system (programme wise) - **Annual Examination System**
6. Participation of the department in the courses offered by other departments: **N.A.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. **N.A.**
8. Details of courses/programmes discontinued- there is no such course which has been discontinued so far. **N.A.**
9. Number of teaching posts:

Teaching Post	Sanctioned	Filled
Professor		
Associate Professor		
Assistant Professor	3	2
CWTT*		
PTT**	1	
Guest Lecturer	5	

* CWTT - Contractual Whole Time Teacher

** PTT- Part Time Teacher

10. Faculty profile with name, qualification, designation, specialisation, (PhD/MPhil):

Name	Qualification	Designation	Specialisation	No of Years of Experience	PhD students guided for the last 4 years
Dr.Indira Sur	M.A SLET with State funded research scholarship . Ph.D	Assistant Professor	Educational Statistics	15	--
Dr.Minati Saha	M.A., SLET B.ED. Ph.D.	Assistant Professor	Evaluation in Education; Curriculum Studies & Special Education	Part time 3 years; 9 years as a full time faculty	--

Ronita Mondal	M.A. B.ED	PTT	Educational management -Evaluation in education	5	--
Amrita Dutta	M.A. B.ED NET. M.Phil. (pursuing)	Guest Lecturer	Educational technology -Non formal & open learning	5	--
Srichandra Chel	M.A. B.ED (pursuing)	Guest Lecturer	Environmental studies & Development -Teacher Education	1	--
Swagata Gupta	M.A. B.ED M.Phil. NET	Guest Lecturer	Mental health and hygiene -Special education	3	--
Saswati Sen Gupta	M.A. B.ED M.Phil. (pursuing)	Guest Lecturer	Environmental studies & Development -Special education	4	--
Chayanika Dutta	M.A. B.ED M.Phil. NET	Guest Lecturer	Non formal & adult education -Guidance Counseling	4	--

11. List of Visiting Faculty: **NIL**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty –

Course	Total Class /week	Class taken by Temporary Faculty/week	%
Honours Theory	42	20	47%
Honours Practical	8	4	50%
General Theory	36	16	44%

13. Student-Teacher ratio – (programme wise)

Course	Number of teachers	Number of students	Student-Teacher ratio
Honours	8	95	12:1
General	8	800	100:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **N.A.**

15. Qualifications of teaching faculty with DSc./D.Litt/PH.D/MPhil/PG.

Qualification	No. of faculty
P. G.	8
M.PHIL.	3
Ph. D.	2
D.Litt.	--
DSC	--

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received-

Principal Investigator/ Researcher	Status with year	Funding Agency	Grants Received
Dr. Indira Sur	2012 (completed) UC to be submitted	UGC sponsored Minor Research Project	96,000/-

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received- **NIL**

18. Research centre/facility recognised by the University. **N.A.**

19. Publications:

Faculty	Papers Published in Peer Reviewed Journals		Papers		Publications in Intl. Database	Monographs	Chapter in Books
	Nat.	Intl.	Nat	Intl.			
Indira Sur	--	--	2	--	--	--	--
Minati Saha	--	--	11 + 2	--	--	--	5

Publications: Table - 2 **

Faculty	Books Edited	Books with ISBN / ISSN Numbers	Citation Index	SNIP	SJR	Impact Factor	H-Index
Indira Sur	--	2(text books) ISBN 978-1-943730-01-8 ISBN 978-1-943730-28-5	--	--	--	--	--
Minati Saha		2 (HS text book)					

*** Details in Annexure No. V

20. Areas of consultancy and income generated: **N.A.**

21. Faculty as members in

- a) National Committees b) International committees c) Editorial Boards....

Faculty	National Committees	International Committees	Editorial Boards	Board of Studies	Any Recognised Body
Indira Sur	1.Indian Association of Women Studies, 2.All India Association for Educational Research, 3. Women Studies, JADAVPUR UNIVERSITY 4. Institute of Social Science 5. Green Peace				
Minati Saha	1.All India Association for Educational Research (Life Member) 2.Comparative Education Society of India (Life Member)				

22. Student Projects:

- a) Percentage of students who have done in-house projects including inter departmental/Programme

- **Environmental Science projects 100%, inhouse.**
- **Percentage of Students who have done in-house projects including inter-departmental programme: Honours and general students have participated in different Projects under NSS (1. Each One Teach One; Swasth Bharat Abhijan; Project Ganga Bachao; wall magazine)**

- b) Percentage of Students placed for projects in organisations outside the institution i.e. in Research Laboratories/ Industry/ other agencies: nil

23. Awards / Recognitions received by faculty and students:

FACULTY	AWARDS / RECOGNITIONS
Dr.Indira Sur	A. Ph.d thesis accepted by ICSSR, NASSDOC B. RASTRIYA GAURAV SAMMAN PURASKAR BY H.E.Mr. Waven William, High Commissioner of the Republic Seychelles from Health and Education Development Association, 27 th August, 2012, New Delhi. C. GLORY OF INDIA GOLD MEDAL by Dr. G.V.G Krishnamurthy, Former Election Commissioner of India from International Institute of Success Awareness, 30 th October, 2012.

Dr.Minati Saha	1. National Merit Scholarship for securing 1 st class in B.A. 3-year Honours in Education (CU) (2000). 2. University Gold Medal for securing 1 st class 1 st position in M.A. in Education (CU) (2002). 3. Full-time University Research Fellow Department of Education, University of Calcutta 2006.
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24. List of eminent academicians and scientists/ visitors to the department

Sl. No.	Name	University/ College/ Other	Purpose of Visit	Date of Visit
1	Dr.Jashodhara Bagchi	Commissioner of Women Cell	Celebration of Women's Day	2010
2	Dr. Mita Banerjee	Vice Chancellor, B.ed College, University of Calcutta	Workshop on Syllabus	2011-12
3	Dr. Jayanti Das	Associate Professor, University of Calcutta	Lecture on Teaching Technology	2012

25. Seminars/ Conferences / Workshops organised and the source of funding

Sl. No.	Seminar/Conference/Workshop		Funding Agency	Date
	National	International		
1.	--	Chiroprasangik Rabindranath	UGC	2012
2.	Question Bank	--	University of Calcutta	2009-10

26. Student Profile Programme/ course wise:

Name of the course/ programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			Male	Female	
2010-11		16	--	15	84.14%
2011-12		11	--	09	87.05%
2012-13		13	--	12	92.57%
2013-14		30	--	26	Studying in 3 rd yr
2014-15		26	--	24	Studying in 2 nd yr
2015-16			--		Studying in 1 st yr

27. Diversity of students

Name of the Course	% of the students from the same state	% of the students from other states	% of the students from abroad
Three year B.A.(Hons.) Education	100%	--	--
Three year B.A.(Gen.) Education	100%	--	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc: Data not available

29. Students progression:

Student Progression	Against % enrolled
UG to PG (2015)	30% (exact data not available)
PG to M.Phil.	data not available
PG to Ph.D.	data not available
Ph.D. to Post-Doctoral	data not available
Employed <ul style="list-style-type: none"> • Campus Selection • Other than campus recruitment 	NIL <ul style="list-style-type: none"> • Honours students have been selected by School Service Commission and are serving in secondary Govt. Aided Schools - 2
Entrepreneurship/ Self-employment	60%

30. Details of infrastructural facilities

a. Library

Beside Central Library our Department has two types of library facilities

• **Seminar Library for Honours student**• **Research Library (Reading) for the Teachers and the ex- students**b. Internet facilities for Staff & students: **Unlimited Internet facilities for teachers and students**c. Classrooms with ICT facility: **For classroom teaching we use Computer, Smart Phone (belonging to students and teachers), and Smart Room.**d. Laboratories: **Laboratory for Psychological Testing is used collaboratively with Psychology Department.**

31. Number of students receiving financial assistance from college, university, government or other agencies:

Many students are receiving financial assistance from college and other agencies(Udayan, Kanyashree)

Year	No. of Students	Name of Scholarship	Text books received from Student's Aid Fund
2012	6	Kanyashree	5
2013	1	Udayan	3
2014	3	Kanyashree	1
2014	2	Udayan	-

32. Details on student enrichment programmes (special lectures/ workshops/ seminar) with external experts:

Sl. No.	Seminar Topic	Date	Speaker	Funding Agency
1.	Visually Impaired	2014-15	Dr. Jayanti Das Professor, University of Calcutta	MGC
2.	On Special Learners	2015-16	Prof Jayanti Das Professor, University of Calcutta	MGC
3.	Children With Special Needs	2013-14	Dr. Sabana Haidar Assistant Professor in Education Netaji Ngar College for Women	MGC
4.	Role of teachers	5 th Sept 2015	Anupriya Basu Assistant Professor in Education Seth Soorajmull Jalan Girls' College	MGC

33. Teaching methods adopted to improve student learning

- Lecture through power point presentations
- Micro Teaching/Peer teaching
- Peer evaluation

- 1 Short Film on Classroom Teaching and Problems
 - Teaching through short documentation on Great Educators
 - Project work on environment
 - Value and Peace Education through music (Rabindra Sangeet)
 - Students' seminar on Indian Philosophy
 - Providing additional study materials through e-mails
 - During long vacations (summer and puja) teachers are in touch with the students and their needs are solved through e-mail or their personal visit to the college.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
- Field visit for environmental Awareness (Science City, Eco park)
 - Field visit for social awareness
 - Active participation in NSS
 - Essay competition on 'save forest' – 2nd & 3rd year; project on saving forest for 1st year
 - Value education through music (Rabindrasangeet)
35. SWOC analysis of the department and future plans

Strength	<ul style="list-style-type: none"> • Quality teaching offered by highly motivated and professionally competent faculty with different research areas. • -warm teacher-pupil relationship improves communication • -The content can be easily linked to other social sciences.
Weakness	<ul style="list-style-type: none"> • Require more full time faculty • -More infrastructural facilities. • -Need more fund for introducing modern technological facilities • -All students cannot be expected to benefit equally
Opportunity	<ul style="list-style-type: none"> • Various professional opportunities are available to the students after degree course.
Challenge	<ul style="list-style-type: none"> • To address diverse students in the same class.

Future Plan

To introduce Post Graduation Course

SEMINAR ATTENDED BY ALL FACULTIES, ORGANIZED BY MURALIDHAR GIRLS' COLLEGE

- UGC Sponsored National Seminar on "Global Warming – A threat to the world", organized by Muralidhar Girls' College on 25.3.2008.
- National Seminar on Political Science and History, organized by Muralidhar Girls' College, Sept.8-9, 2011.

- National Seminar on Bengali, organized by Muralidhar Girls' College, Sept. 20-21, 2011.
- International Seminar on Education, organized by Muralidhar Girls, College, Nov.11-12, 2011.
- National Seminar on Economics, organized by Muralidhar Girls' College, Jan.4, 2012.
- International Seminar on Environmental Interface: An Interdisciplinary Approach Towards Sustainable Development, organized by Muralidhar Girls' College, May 3, 2013.
- Seminar on "Adventure Sports and Nature Study- Mountain for the millions" organized by Muralidhar Girls' College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014.
- Seminar on "Consumer Awareness & Protection", organized by Muralidhar Girls' College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014.
- Seminar on "Prevention and Control of HIV/AIDS, organized by Muralidhar Girls' College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014.

Seminars attended by Dr. Indira Sur:

1. UGC sponsored seminar on "Bicentennial Tribute: C.D Derwin and H.L.V Derozio" organized by Department of Education, University of Calcutta, 1st April, 2009.
 2. UGC sponsored International Conference on Education: Indian and global perspective, 12-13December, 2009.orgnized by RKM, RKMVU, and IAPQR.
 3. Residential Workshop on System of Knowledge and Women' Studies: context and problems.18-26th May 2010.
 4. National Conference,Wardha,21-24January,2011 on Resisting Marginalization, Challenging Hegemonies, organized by Indian Association for Women's Studies.
 5. UGC sponsored National Seminar on 'The Dynamic of Values 'organised by B.ED Department, Loreto College, Kolkata, 6-7th March, 2012.
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Evaluative Report

Department of Journalism and Mass Communication:

1. Name of the department: **Journalism and Mass Communication**
2. Year of Establishment: **General- 1988; Honours-1995**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **Under Graduate Courses for Honours & General.**
4. Names of Interdisciplinary courses and the departments/units involved :): **Annual Examination System**
5. Annual/ semester/choice based credit system (programme wise): **Annual Examination System**
6. Participation of the department in the courses offered by other departments **N.A.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. **N.A.**
8. Details of courses/programmes discontinued (if any) with reasons: **N.A.**
9. Number of teaching posts:

Teaching Post	Sanctioned	Filled
Professors	--	--
Associate Professors	--	--
Asst. Professors	3	2 (1 Reader through CAS)
CWTT*	1	1
PTT**	3	3
Guest Lecturer	--	--

* CWTT - Contractual Whole Time Teacher

** PTT- Part Time Teacher

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Indrani Raha	M.A Ph.D.	Assistant Professor (Reader)	Development communication, International Relations, Electronic media, Advertising	17 (Full time) 5(Part time)	--

Smt. Shashi Subba	M.A. Ph.D. (pursuing)	Assistant Professor	Print media, electronic media and advertisement	1	--
Smt. Paramita Pal	M.A.	Part Time Teacher	Current International affairs, video production	6	--
Smt. Nabanita Kundu	M.A.	Part Time Teacher	Sport reporting and media law and criminal justice reporting	8	--
Smt. Ivy Saha	M.A.	Part Time Teacher	Video production and Current affairs	6	--
Sri. Sanjoy Majumder	M. COM PGDCA	Contractual Whole Time Teacher	Networking and IT	15	--

11. List of senior visiting faculty.

Sl No.	Name	Designation
1	Prof. Anjalika Mukherjee	Retired Senior Professor
2.	Sri Subir Ghosh	Eminent PR personality formally attached with Calcutta University as Guest Lecturer and presently Principal of Bharatiya Vidya Bhavan
3.	Shri . Buroshiva Dasgupta	Eminent journalist formerly attached with Calcutta University as Guest lecturer, and now Director NSHM
4.	Shri.Swapan Mukherjee	Eminent Journalist and Guest lecturer in S A Jaypuriya College

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty

Course	Total Class /week	Class taken by Temporary Faculty/week	%
Honours Theory	75	5	7%
Honours Practical	25	3	4%
General Theory	18	1	5%
General Practical	6	1	17%

13. Student -Teacher Ratio (programme wise)

Course	No. of Teachers	No. of Students	Student : Teacher Ratio
Honours	7	80	11:1
General	7	95	14:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled- **N.A.**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

Qualification	No. of Faculty
PG	6
M.Phil.	--
Ph.D.	1+ 1 (pursuing)
D.Litt.	--
DSC	--

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

Principal Investigator/ Researcher	Status with year	Funding Agency	Grants Received
Dr. Indrani Raha	Completed 2012 (UC to be submitted)	University Grants Commission	92,000+
Shashi Subba	Applied	UGC- MRP	

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **N.A.**18. Research Centre /facility recognized by the University: **N.A.**

19. Publications: 2010 onwards

Table No– 1 ***

Faculty	Papers Published in Peer Reviewed Journals		Papers		Publications in Intl. Database	Monographs	Chapter in Books
	Nat.	Intl.	Nat.	Intl.			
Dr.Indrani Raha	2		2				1
Smt.Shashi Subba			1				1

Publications: Table - 2 ***

Faculty	Books Edited	Books with ISBN / ISSN Numbers	Citation Index	SNIP	SJR	Impact Factor	H-Index

*** Details in Annexure No. V

20. Areas of consultancy and income generated N.A.

21. Faculty as members in N.A.

a) National Committees b) International Committees c) Editorial Boards...

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programmes

i) 3rd Year Students- 100% (Environmental Projects)

ii) 2nd Year Students- 100% (Compulsory Dissertation)

iii) 100% of the students from all three years do in house projects related to media research.

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies - In 2012 some students did a survey on International Passengers Survey in the project of Ministry of Tourism, guided by Indian Statistical Institute.

23. Awards / Recognitions received by faculty and students

Name of Faculty	Name of the Award	Organization	Year
Smt.Shashi Subba	Silver Medal (2 nd position in Master's Degree)	Sikkim University	2012
	UGC- NET		June - 2012
	WBCSC- SET		2011
	UGC - RGNF		2013
Name of Student	Name of the Award	Organization	YEAR
1.Anindita Mukherjee	3 ^{years} topper of Muralidhar Girls' College, Department of Journalism and Mass Communication	Muralidhar Girls' College	(2014-2015)
2.Anindita Mukherjee	2 nd Position in Fashion Show	South Calcutta Girls' College Youth Fest 'BAHAR'	(2014-2015)
3.Rima Tandon	3 rd position in News Reading Competition	Vivekananda College, Thakurpukur	(2013-2014)

4. Rima Tandon	2 nd position in Fashion Show,	South Calcutta Girls' College Youth Fest 'BAHAR'	(2014-2015)
5. Paramita Chatterjee	2 nd position in Fashion Show,	South Calcutta Girls' College Youth Fest 'BAHAR'	(2014-2015)
6. Purba Chatterjee	2 nd position in Fashion Show,	South Calcutta Girls' College Youth Fest 'BAHAR'	(2014-2015)
6. Ranjini Gosh	2 nd position in Fashion Show,	South Calcutta Girls' College Youth Fest 'BAHAR'	(2014-2015)
7. Arunika Dutta	2 nd position in Fashion Show,	South Calcutta Girls' College Youth Fest 'BAHAR'	(2014-2015)
8. Rima Tandon	Runner up ,Debate Competition	Rotary Club	(2014-2015)
9. Pallabi Sen	2 nd position in Photography Competition,	Youth Fest 'BAHAR', South Calcutta Girls' College	(2014-2015)
10. Soumita Paul	Topper in Academics	Muralidhar Girls' College	(2013-2014)
11. Ahona Banerjee	2 nd position Music Competition	Muralidhar Girls' College	(2015-2016)
12. Ahona Banerjee	3 rd in Extempore competition	Muralidhar Girls' College	(2015-2016)
13. Ahona Banerjee	1 st in Music Competition	Youth Fest, 'BAHAR', South Calcutta Girls' College	(2015-2016)
14. Indrani Basu	People's Choice	Photography Competition, Muralidhar Girls' College	(2015-2016)

15.Indrani Basu	Runner up, Extempore competition	Department of Parliamentary Affairs Government of West Bengal, Muralidhar Girls' College	(2015-2016)
16.Taiti Gosh	2 nd in Photography Competition	Muralidhar Girls' College	(2015-2016)
17.Taiti Gosh	2 nd in Recitation Competition,	Muralidhar Girls' College	(2014-2015)
18.Paramita Chatterjee & Sanchari Paul	1 st runner up, PR round of 'Managedia'2015 at I- lead campus	I-lead- Institute	(2014-2015)
19.Kalyani Chakarborty	3 rd in Creative writing(Bengali),	South Calcutta Girls' College Youth Fest 'Bahar'	(2014-2015)
20.Sanchari Paul	1 st in Creative writing(Bengali),	South Calcutta Girls' College Youth Fest 'BAHAR'	(2014-2015)
21.Kalyani Chakraborty	2 nd in Extempore competition	Ballygunge Girls' Cultural Forum	(2014-2015)
22.Sanchari Paul	1 st in Extempore competition	Ballygunge Girls' Cultural Forum	(2014-2015)
23.Kalyani Chakraborty	3 rd in Debate Competition	Muralidhar Girls' College in Collaboration with Consumer Affairs and fair Business Practices department	(2014-2015)
24.Sreeporna Mukherjee	2 nd in Debate Competition	Muralidhar Girls' College in Collaboration with Consumer Affairs and fair Business Practices department	(2014-2015)

25.Sanchari Paul	1 st in Debate Competition	Muralidhar Girls' College in Collaboration with Consumer Affairs and fair Business Practices department	(2014-2015)
26. Kalyani Chakraborty	2 nd in Extempore competition	Department of Parliamentary Affairs Government of West Bengal, Muralidhar Girls' College	(2015-2016)
27.Sanchari Paul	1 st in Extempore competition	Department of Parliamentary Affairs Government of West Bengal, Muralidhar Girls' College	(2015-2016)
28.Radhika Pakrashi	3 rd in Extempore competition	Department of Parliamentary Affairs Government of West Bengal, Muralidhar Girls' College	(2015-2016)
29.Aishwariya Roy	2 nd in Photography competition	Competition College Fest, R.G.Kar Medical College	(2015-2016)
30.Khaleda Yasmin	1 st in Essay Competition	Muralidhar Girls' College	(2014-2015)
31.Khaleda Yasmin	4 th in Feature Writing,	Vijaygarh Joytishray College	(2014-2015)
32. Khaleda Yasmin	3 rd in Creative writing(English)	Youth fest 'BAHAR' South Calcutta Girls' College	(2014-2015)

33. Sanchari Paul	3 rd in All-India Elocution Competition	Ramakrishna Mission Institute of Culture	(2015-2016)
34.Sanchari Paul	1 st in Debate Competition	Girls' Cultural Forum, Ballygunge	(2015-2016)
35.Sanchari Paul	1 st in Debate Competition	Sarat Samiti	(2014-2015)
36.Sanchari Paul	2 nd in Debate Competition	Muralidhar Girls' College	(2014-2015)
37.Sanchari Paul	2 nd in Inter-College Fest –Debate	Maharaja Manindrachandra College	(2015-2016)
38.Shruti Das	4 th in Inter-College Fest- Extempore	Maharaja Manindrachandra College	(2015-2016)
39.Sanchari Paul	3 rd in Inter-College Fest - Extempore	Maharaja Manindrachandra College	(2015-2016)
40.Shruti Das, Eram Neggar, Anindita Das	4 th in Inter-College Fest Quiz Competition	Maharaja Manindrachandra College	(2015-2016)
41.Lahama Biswas	1 st in Pele Quiz Competition	Arranged by NSHM at Muralidhar Girls' College	(2015-2016)
42.Khaleda Yasmin	2 nd in Pele Quiz Competition	Arranged by NSHM at Muralidhar Girls' College	(2015-2016)
43.Chandrakana Ray	3 rd in Pele Quiz Competition	NSHM College At Muralidhar Girl's College	(2015-2016)
44.Priyanka Sil	2 nd in Solo song competition	NCC	2014
45. Priyanka Sil	1 st in Extempore competition	NCC	2014
46. Priyanka Sil	1 st , Management	NCC	2014

24. List of eminent academicians and scientists / visitors to the department: **N.A.**

25. Seminars/ Conferences/Workshops organized & the source of funding

Sl. No.	Seminar/Conference/Workshop		Funding Agency	Date
	National	International		
1	--	1-“Changing patterns of Journalism in Socio-Political context of democracies” : India and United States	College Fund	25.09.2014

26. Student profile programme/course wise:

Name of the Course/ Programme (refer question no. 4)	Applications Received	Selected	Enrolled		Pass Percentage (%)
			M	F	
Journalism and Mass Communication					
2010-11	75	30	--	27	84.14
2011-12	80	30	--	23	87.05
2012-13	85	30	--	26	92.57
2013-14	91	35	--	26	Studying in 3 rd . yr
2014-15	105	35	--	32	Studying in 2 nd . Yr
2015-16	126	40	--	35	Studying in 1 st year

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from the other state	% of students from abroad
Three Years B.A. (Hons.) Journalism	100%	--	--
Three Years B.A. (Gen.) Journalism	100%	--	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

No. of Students	Year	NET, SLET, GATE, Civil services, Defence services
1	2006	Smt. Sraboni Maity.

29. Student progression

Student progression	Against % enrolled
UG to PG	20-25% ***
PG to M.Phil.	Data not available
PG to Ph.D.	1, Rest of the data not available
Ph.D. to Post-Doctoral	Data not available
Employed • Campus selection • Other than campus recruitment	NIL 50%-60%
Entrepreneurship/Self-employment	2, Rest of the data not available

*** The students also join the institutes like Indian Institute of Mass Communication (New Delhi), COMMITS (Bangalore), Times School of Journalism (New Delhi) and Universities like Makhanlal Chaturvedi University for Journalism and Mass Communication(Bhopal) Viswa Bharati University(Shantiniketan), Burdwan University and Jadavpur University for Masters' Degree and PG Diploma.

Employed:

Other than campus recruitment: 50-60% students are employed every year. The successful students are working in all Bengali TV Channels, FM Channels like BIG FM, Fever and Radio Mirchi, leading newspapers like Anandabazar Patrika, Telegraph etc. and in Production House in Mumbai. One or two have become entrepreneurs. Several others are working in different fields of communication.

Few are mentioned below:

Name of the student	Employment details.
Chandrani Roy	Communication Analyst, World Bank, United States of America
Swagata Majumder	Radio Jockey in Fever FM and Radio Mirchi, Producer
Shilpa Dasgupta	Big FM as Producer, Presently doing 2 nd Masters' Degree from FLORIDA STATE UNIVERSITY and secured Teaching Assistantship.
Angira Banerjee	Reporter, 24 Ghanta
Sraboni Mailty	Assistant Professor in Khidderpore College
Nabanita Kundu	Permanent Part-time teacher in Muralidhar Girls' College
Dipanjana Basu Roy	Full Time Contractual Teacher in Vivekananda College, Thakurpukur
Aishwarya Banerjee	Faculty in I-Lead Management Institute

Aditi Sinha Bandhopadhyay	Producer, ETV
Piul Sanyal	Producer, ETV
Mandira Mitra	Producer, ETV
Sreyashi Ganguly	Reporter, 24 Ghanta
Binita Mukherjee	Journalist, ABP Ananda
Monalisa Choudhury	Senior Correspondent – The Telegraph
Debarati Sinha Roy	Political Correspondent – Ananda Bazar Patrika
Monisha Mondal	Reporter, High News
Urmi Choudhury	Corporate communicator
Bisakha D. Kalim	Air- Hostess

30. Details of Infrastructural facilities

a) Library – **The Department has resource to the General library of the college and the Seminar library (195 books) and Morning library too.**

b) Internet facilities for Staff & Students – **Internet connection through LAN**

c) Class rooms with ICT facility –

Room No.	Usage	Shared/Exclusive	Capacity	Room Equipped With
13A	Both Honors And General	Exclusive	40	1 pc White board,
				20 multimedia set with Printer, scanner, speaker, 24 port LAN switch for internet sharing, speaker headset, 3in1 laser printer, Digital copier with A3 printing,
				2 pc Sony handycam, 2 pc Sony still camera, 1 pc Sony DSLR, Pinnacle video editing software with USB movie box
				2pcs Transcend Audio recorder
				Sony audio recorder
				1 pc ,32'' LCD TV and 1 pc analogue TV
				1 Philips tape deck,
				1 Sony analogue camera,
				1 Sony analogue handycam

d) Laboratories- **A fully equipped media lab**

Room No.	Reserved/ Shared	Space	Sitting Capacity	No. Of Computers	Network Connection
13A	Reserved		40	20Desktop + 1 LAPTOP	YES

31. Number of students receiving financial assistance from college, university, government or other agencies

Year	No. of students		
	Udayan Scholarship/ Kanyasree	Tuition Fees Waived	Text Book Issued
2011-12	--	2	3 rd yr-2
2012-13	3	--	--
2013-14	7/1, (2 have applied)	4	1 st yr-1
2014-15	--	7	--

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts Special Lectures : The Students regularly bring out a laboratory journal named : **The Scribe.**

Sl. No.	Seminar Topic	Date	Speaker	Funding Agency
1	Scope in Communication	12-07-12	Ronita Hirjee Dean, Commits Bangalore	College Fund
2	Reporting editing in print media	08-08-12 & 09-08-12	Barid Baran Mishra	College Fund
3	FM Radio	07-11-12 & 08-11-12	Shilpa Das Gupta	College Fund
4	Quark Express	18-01-13 & 19-01-13	Abhijit Mondal Senior Sub editor & Designer, Sambad Pratidin	College Fund
5	Powerpoint presentation and Preparation of Magazine	23-04-13	Swagata Majumder	College Fund
6	Video and Documentary Editing	13-08-13 & 19-08-13	Rivu Biswas	College Fund
7	Print Layout	12-12-13	Mainak Sain Joint News Editor	College Fund
8	Television Programme	15-01-14	Oindrila Banerjee	College Fund
9	Advertisement (client servicing)	17-01-14	Violet Ghosh	College Fund
10	Print Layout	20-02-14	Mainak Sain	College Fund

			Joint News Editor, The Times of India, Kolkata	
11	Radio, specially Aksahvani	20.02.14	Moloy Biswas, Attached with AIR	College Fund
12	Communication and Management	20-03-14	Ronita Hirjee Dean, Commits Bangalore	College Fund
13	Scope In communication	11-04-14	Ronita Hirjee Dean, Commits BangaloreS	College Fund
14	Future opportunities in print media editing	12-11-14	Partho Roy Senior Sub editor, Magazine section ABP	College Fund
15	International seminar “Changing patterns of Journalism in the socio- political context of democracies: India and United States	02-09.14	Sujoy Dhar Editor, India Blooms news services, correspondent, Reuters and Laura Ungar, medical journalist, USA	College Fund
16	New trends in Journalism	17-08-15	Pradip Bagchi Senior Editor, The Times of India, New Delhi	College Fund
17	Digital Journalism and New trends in the society	18-08-15	Sujoy Dhar Correspondent- Reuters Editor – India Blooms news services	College Fund
18	Language and its use in Communication	22-08-15	Prof. Srichandan Biswas Netaji Nagar college Deptt of English	College Fund
19	News Literacy Workshop, conducted at American Center	26.08.2015	USMedia Trainer, Michelle Schaner	College Fund
20	Making of Documentary	10-09-15	Anjalika Mukherjee Retired Senior Professor	College Fund

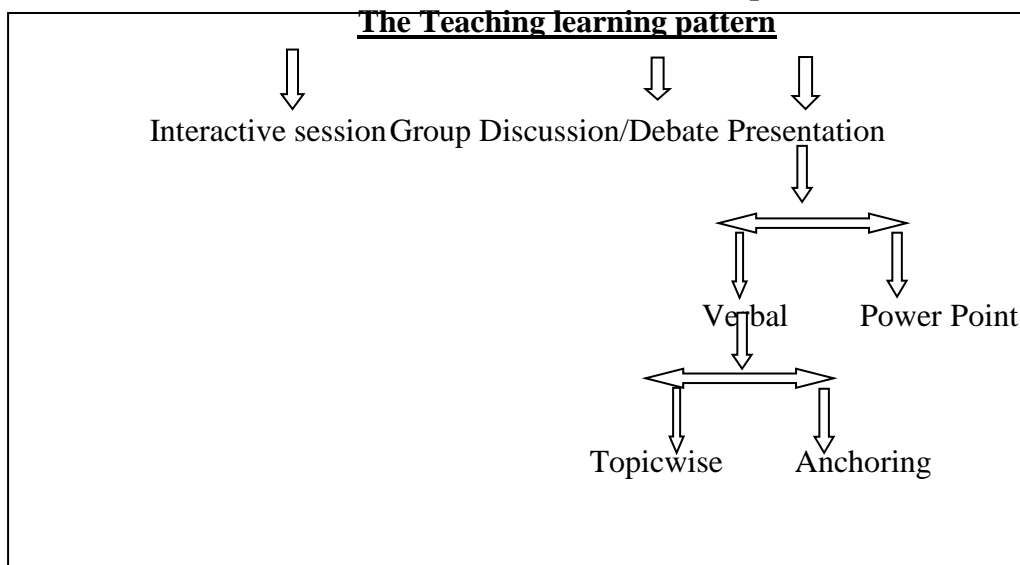
21	Digital world and Content writing	09.10.15	Ronita Hirjee Dean, Commits Bangalore	College Fund
22	Present situation of Journalism in India and WEB Reporting in USA	21.11.2015	Laura Unger, American Journalist and Sujoy Dhar, Indian Journalist	College Fund

33. Teaching methods adopted to improve student learning

1) **Inter Departmental Faculty Exchange programme:**

Faculty exchange program/ micro teaching	Faculty	Topic	Class	Date
Faculty exchange	SmtMadhumanti Moitra (English)	Rabindranath Tagore's <i>Home and the World</i> The mechanics of the cinematic adaptation of a literary text.	All year Hons	August, 2015
	Smt. Sukla Chakraborty (Philisophy)	Meaning of the word and use in communication	All years Hons	August, 2015
	Smt.Atrayee Saha (Sociology)	Communication at the backdrop of social situation	All year Hons	September 2015
	Smt. Rakhi Sengupta (Psychology)	Temperament and Mental Ability in the profession of communication	All year Hons	September 2015
Remedial Classes	Dr.Indrani Raha	International Relation	3rd Year	September, 2015
	Dr.Indrani Raha	Communication Theories	2nd Year	
Remedial Classes	Dr.Indrani Raha	NWICO	3 rd year	August, 2015
	Sri Sanjoy Majumder	Quark Express	1 st Year	
	Smt.Shashi Subba	Social Media	All years	

2. The Traditional Process: CLASS LECTURE plus



3. Information, communication and Technology

- Use of Projector and Television for demonstration
- Sharing of internet connection through LAN for all students in Theory and Practical Classes
- Practical like page layout web page designing, photo shop, video editing etc.
- Field Reporting & Printing for Scribe (departmental News paper)
- Documentary and feature film making using Multimedia and computer set
- Audio- Visual Presentation (Advertisement)
- Use of camera (still & video)
Anchoring

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Through NSS & NCC

Extension Activity/ISR	Date
Mountaineering Seminar	16 September 2014
Seminar on AIDS	18 November 2014
Special Camp of NSS	20- 28 February 2014
Annual Camp of NCC at Birlapur	2014
Rally for Handicapped	3 rd Dec, 2014
National Yoga Day	2015
Rally for Nutrition week	2014
Seminar on Animation ,Vijaygarh College	2014
Cultural program, Jadavpur University	2014
International Seminar on Humanity	2014
Seminar on Global Warming, IMF	2014
7 th day camp on Rescue training at Sea Explorer Institute	2014
Voters' Awareness Campaign for Election 2011 under the purview of Election Commission on Aapka Vote Aapka Taqat	20.04.2011
International Day against Drug Abuse and Illicit Trafficking organized by Narcotics Central Bureau. Govt. of India in collaboration with NSS Unit, Calcutta University	26.06.2011
Fire Prevention Measures organized by West Bengal Fire and Emergency Services.	16.04.2012
Awareness of Pulse Polio and Immunisation organized by University of Calcutta	30.04.2012

35. SWOC analysis of the department and Future plans

Strengths	<ul style="list-style-type: none"> • The active, vibrant, sincere, obedient students of the department, both academically and professionally, • The unity and team work of the students. • The interest of students towards the practical approach of reality in media world. • Good amount of dedicated faculties with both theoretical and practical approach. • Teacher- Student strong understanding and warm relationship. • Well equipped laboratory with desktops, printer, scanner, cameras, handi-cams, audio recorders, laptop etc. • Latest version of software for practical. • Internet connection to connect with the outer world. • Seminar library with nearly 200 books, covering each and every topic inside and outside the syllabus. • Extra remedial classes, as per requirement. • Location with easy connectivity with the entire city. • Good amount of experience as being the first college under Calcutta University to introduce this subject (both in Hons. And General) in under graduate course. • Link with main stream media, which helps in reality approach and internship. • Job oriented course. • Interest of the students and faculty in co-curricular activities. • Mindset of the students and faculty in accepting any challenge. • The Students regularly bring out a laboratory journal – THE SCRIBE.
Weaknesses	<ul style="list-style-type: none"> • More number of full time faculties required • Space Crunch, especially for practical classes • Industrial Training needs little more space. • Insufficiency of fund. • Need of audio- visual laboratory and sound proof laboratory. • Students from poor financial group, even first generation learners. • Lack of updating in syllabus according to the technology-driven society. • Projects and Research oriented activities needs to be improved.
Opportunities	<ul style="list-style-type: none"> • The subject is a two dimensional one, which have the advantage of both academic and professional career. A student of this subject has a wide range of opportunities

	<p>ahead of her to join both academic institution for higher studies and teaching or take up professional career in Media, PR firms, Ad. Agencies, NGOs etc.</p> <ul style="list-style-type: none"> • The subject being an interdisciplinary one in its origin and nature, gives an opportunity to do further higher studies in any related subject. • Similarly being interdisciplinary, students from any stream (humanities, science, commerce) can study the subject in its under graduate course and post graduate course. • The job oriented course, provides a lots of opportunities for career building. • The course fits in with the technology-driven society and hence provide career opportunities in the similar context. • This course is also having a unique opportunity which can be said as “Earn while you learn”. This course has been modified by the Dept., as per the demand of the job market, in such a way that at a very initial time it gives knowledge to the students to work in the practical field.
Challenges	<ul style="list-style-type: none"> • The syllabus provided by the university should incorporate more practical compared to the theoretical side, which should be market oriented. • The gap between academic approach and market approach, which always needs to be eliminated, as much as possible, individually and by the department itself. • Time is a great challenge for the completion of both theoretical and practical curriculum as per the syllabus. • Students from poor financial group, even first generation learners, take much time to adopt practical, especially where desktop is not affordable for home practice.

Future Plans:

<ul style="list-style-type: none"> • To create a link with all kinds of media and other media related industries; regular students' visit to media and other related industries • More senior faculty and professionals will be invited to conduct workshop and interact with students. • The students would be sent to different media organization as interns and employees through placement cell. • Campus interviews would be conducted. • Students would be encouraged to take up inter disciplinary short term courses. • Steps towards the state- of- the- art laboratory and programs. • UGC sponsored seminar to be held in January- February 2016 – PANOPTICAN MEDIA- in the perspective of Sociology and Psychology, along with Sociology and Psychology Departments in collaboration with Asutosh College.
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- To apply for opening of Masters Degree Course under The University of Calcutta.
- To link up with research institutions or industries to facilitate research scopes among the students and teachers.
- To create opportunities for Online Study and Research.
- To link up with Foreign University for Academic purpose.
- To extend the activities in Social Outreach Programs.
- The Department dreams to be recognized as a “centre for excellence”.

Dr. Indrani Raha

SEMINARS AND WORKSHOPS:

- International Seminar on **New Asian Cinema: Trans Asian Frames**- arranged by Dept. of Film Study, Jadavpur University, Sept. 13-15, 2007
- National Seminar on **Global Warming – A Threat to the World** arranged by Muralidhar Girls' College, 25.03.2008
- State Level Seminar on **Social Responsibilities of Mass Media** arranged by Vidyasagar College, Nov. 19-20, 2008
- National Seminar on **Future of Print Media** arranged by Surendranath College for Women, Feb. 17-18, 2009
- Faculty Development Programme – **Challenges on Teaching Media and Communication in a changing Global Scenario** – arranged by NSHM Institute of Media and American Center, Kolkata, Feb. 20-21, 2009
- Media Consultation and Workshop: **Addressing Eradication of Polio**, arranged by UNICEF, Kolkata. Presented a paper on Involving Your Neighbour in the Polio Eradication Drive, March 15-18, 2010
- National Seminar (UGC sponsored) on Political Science and History, arranged by Muralidhar Girls' College, Sept. 8-9, 2011
- National Seminar (UGC sponsored) on Bengali, arranged by Muralidhar Girls' College, Sept. 20-21, 2011
- International Seminar (UGC sponsored) on Education, arranged by Muralidhar Girls, College, Nov. 11-12, 2011
- National Seminar (UGC sponsored) on Economics, arranged by Muralidhar Girls' College, Jan. 4, 2012
- International Seminar on Environmental Interface : An Interdisciplinary Approach Towards Sustainable Development, organized by Muralidhar Girls' College, May 3, 2013
- Seminar on “Adventure Sports and Nature Study- Mountain for the millions” organized by Muralidhar Girls' College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014

- Seminar on Consumer Awareness & Protection, organized by Muralidhar Girls' College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014
- Seminar on "Prevention and Control of HIV/AIDS, organized by Muralidhar Girls' College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014
- UGC sponsored National Seminar on **The Importance of Swami Vivekananda in Indian Socio-Political and Legal Aspects in the 21st Century**, arranged by South Calcutta Law College, Dec.2-3, 2014
- Participated and Completed **Rock Climbing and Adventure Course** arranged by **Indian Mountaineering Foundation, East Zone Committee**, Feb.25-March01, 2015
- **News Literacy Workshop**, conducted by **US Media Trainer, Michelle Schaner**, at American Center, 26.08.2015 (Students of the Dept. of Journalism and Mass Communication also attended)
- UGC sponsored State Level Seminar **Women's Empowerment and New Media**, arranged by Shri Sikshayatan College in collaboration with Muralidhar Girls' College, 18.09.2015

Shashi Subba

Workshop:

Workshop on Protection of Women against Domestic Violence (PWDCA) 2005 for college/university Teacher" organized by National Institute of Public Cooperation and Child Development, Regional Centre, Guwahati on 24th-26th August 2015

Participation:

- Seminar on "Adventure Sports and Nature Study- Mountain for the millions" organized by Muralidhar Girls' College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014
- Seminar on Consumer Awareness & Protection, organized by Muralidhar Girls' College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014
- Seminar on "Prevention and Control of HIV/AIDS, organized by Muralidhar Girls' College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014
- UGC sponsored National Seminar on "The Importance of Swami Vivekananda, Indian Socio- Political and Legal aspects in the twenty-first century on 2nd-3rd December, 2014

PUBLICATIONS, PEER REVIEWED

- Paper published in the Book "*Voice of Social Media in Democracy: An Anthology, Chapter 14, pp102-111, ISBN 978-81-7522-584-8,*
- Editor: Dr. Mausumi Bhattacharya, Published on January, 2014, Publisher Dr.Ramkumar
- Mukhopadhyay, Director, Grantha Vibhaga

CONFERENCE PRESENTATIONS, PAPERS, POSTERS AND PROCEEDINGS

- Paper presented on the title "*The affect of cronyism in youngster psychology, a reality check*" in the International seminar held on "*Crony Journalism: Redefining Journalistic Practices* " organized by Centre for Journalism and Mass Communication, Visva- Bharati, Santiniketan, India in association with Indian Council of Social Science Research, New Delhi, India on 18th-19th January, 2014
- Paper presented on the title "*The affect of Television and New Media in Youngster Behavior and Psychology*" in the National Seminar held on "*Gender and Democracy in NorthEast India*" organized by Department of Political Science, Gauhati University, India with partial Assistance from Indian Council of Social Science Research, New Delhi, India on 4th-5th March, 2014
- Paper presented on the title "*The new path of Media: From network Literacy to convergence, change and Consciousness*" in the National Seminar held on "*Role of Social Media in democratisation/pluralisation of media*" organized by Centre for Journalism and Mass on 7-8th April, 2014

Paramita Pal

- May 2015 I have been rendering my service as a casual News Editor in All India Radio- Akashvani FM News Section since May 2015 (previously from Nov 2006- March 2008)
- Freelance soft story writer in AAJKAAL in the year of 2005
- Copy writer in ETV Bangla News in the year of 2006
- News coordinator & writer in BANGLA LIVE (An e-news under Chatterjee Group of companies) in the year of 2007-09
- Guest Lecturer- Department of Journalism & Mass communication in Jadavpur University in the year of 2011-12

Nabanita Kundu**Experience in writing for mainstream media**

- Articles in the Bengali Sports magazine 'KHELA' in 2006 – 2008. The articles based on World Cup Football, Sachin Tendulkar, Yuvraj Singh and other sporting events and personalities.
- Articles in Bengali newspaper 'Aajkal' and evening tabloid 'Sandhya Aajkal' on sports in 2006 - 2008.
- Articles in the magazine, based on television, named 'Telekatha' in 2007.
- An article on Wimbledon Tennis Tournament in the Sports magazine 'All Star Sports' in 2013.
- Since December 2012 hosting the sports programme, 'Kridangan' of All India Radio, Kolkata.

SEMINERS ATTENDED:

- State Level Seminar: Social Responsibilities of Mass Media, arranged by Vidyasagar College, Nov. 19-20, 2008

SEMINAR ATTENDED BY ALL FACULTIES, ORGANIZED BY MURALIDHAR GIRLS' COLLEGE:

- UGC Sponsored National Seminar on “Global Warming – A threat to the world”, organized by Muralidhar Girls’ College on 25.3.2008.
 - National Seminar on Political Science and History, organized by Muralidhar Girls’ College, Sept.8-9, 2011.
 - National Seminar on Bengali, organized by Muralidhar Girls’ College, Sept. 20-21, 2011.
 - International Seminar on Education, organized by Muralidhar Girls, College, Nov.11-12, 2011.
 - National Seminar on Economics, organized by Muralidhar Girls’ College, Jan.4, 2012.
 - International Seminar on Environmental Interface : An Interdisciplinary Approach Towards Sustainable Development, organized by Muralidhar Girls’ College, May 3, 2013.
 - Seminar on “Adventure Sports and Nature Study- Mountain for the millions” organized by Muralidhar Girls’ College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014.
 - Seminar on Consumer Awareness & Protection, organized by Muralidhar Girls’ College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014.
 - Seminar on “Prevention and Control of HIV/AIDS, organized by Muralidhar Girls’ College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014.
-

EVALUATIVE REPORTS OF THE DEPARTMENTS

SCIENCE

Evaluative Report

Department of Psychology:

- 1.Name of the Department: **Psychology**
- 2.Year of establishment: **General-1986, Honours-2001**
- 3.Names of the Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **Under Graduate Course for Honours and General streams**
- 4.Names of Interdisciplinary courses and the departments/units involved: : **No Interdisciplinary courses**
- 5.Annual/Semester/ choice based credit system (programme wise): **Annual Examination System**
- 6.Participation of the departments in the courses offered by other departments: **N.A.**
- 7.Courses in collaboration with other universities, industries, foreign institutions etc.: **N.A.**
- 8.Details of courses/programmes discontinued (if any) with reasons: **N.A.**
- 9.Number of teaching posts:

Teaching Post	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	2	-
CWTT*	-	-
PTT**	-	3
Guest Lecturer	-	5

* CWTT - Contractual Whole Time Teacher

** PTT- Part Time Teacher

- 10.Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph.D. /M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experi	No. of Ph.D. Students
Rakhi Sengupta	M.A, Ph.D. (Pursuing)	Part time Lecturer	Clinical Psychology	15	--
Mitali Mullick	M.A.	Part time Lecturer	Abnormal Psychology	8	--
Bithi Ahiri	M.A, Ph.D. (Pursuing)	Part time Lecturer	Experimental Psychology	5	--
Dr. Sangita Sinha Roy	Ph. D.	Guest Lecturer	Experimental Psychology	8	--

Sanchita Ghosh	M.A.	Guest Lecturer	Medical Psychology	5	--
Roma Roy	M.A.	Guest Lecturer	Human Resource	1	--
Chaiti Dasgupta	M.A.	Guest Lecturer	Developmental Psychology	1	--
Srabosty Dey	M.A.	Guest Lecturer	Industrial Psychology	2	--
Dipanjana Chatterjee	M.A.	Guest Lecturer	Counselling Psychology	2 months	--

11. List of senior visiting faculty:

Name	Designation
Prof. Dr. Sadhan Dasgupta	Professor (Applied Psychology, Calcutta university).

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Course	Total Class /week	Class taken by Temporary Faculty/week	%
Honours Theory	16	8	50%
Honours Practical	16	8	50%
General Theory	16	8	50%
General Practical	16	8	50%

13. Student – Teacher Ratio (Programme wise)

Course	No. of Teachers	No. of Students	Student : Teacher Ratio
Honours	9	85	9:1
General	9	92	10:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:

Sanctioned	Filled
1	1

15. Qualification of teaching faculty with D.Sc./D.Litt./Ph.D./M.Phil./PG:

Qualification	No. of Faculty
Post Graduation	8
M.Phil.	--
Ph.D.	1
D.Litt.	--
DSC	--

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**
 17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and the total grants received: **NIL**
 18. Research Centre / Facility recognized by the Universities: **N.A.**
 19. Publications: Table – 1 ***

Faculty	Papers Published in Peer Reviewed Journals		Papers		Publications in Intl. Database	Monographs	Chapter in Books
	Nat.	Intl	Nat	Intl			
Bithi Ahiri	3	--	--	--	--	--	1
Sanchita Ghosh	--	--	3	--	--	--	1
Dipanjana Chatterjee	--	--	--	--	--	--	3 chapters in 3 books separately
Dr. Sangita Sinha Roy	--	--	1	3	--	--	--
Chaity Dasgupta	--	--	2	--	--	--	--
Srabosty Dey	--	--	3	1	--	--	--

Publications: Table - 2 ***-----

Faculty	Books Edited	Books with ISBN / ISSN Numbers	Citation Index	SNIP	SJR	Impact Factor	H-Index
-	-	-	-	-	-	-	-

*** Details in Annexure No. V

20. Areas of consultancy and income generated: **N.A.**
 21. Faculty as members in:
 a) National Committees b) International Committees c) Editorial Boards...**NIL**
 22. Student Projects
 i) Percentage of students who have done in-house projects including inter-departmental programme: **Environmental projects by 3rd year students.**
 j) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / Other agencies: **N.A.**

23. Awards / Recognitions received by faculty and students:

Name of Faculty/Student	Name of the Award	Organisation	Year
Purnima Barui (student)	Champion in College Sports.	College	2014
Purnima Barui (student)	A grade in Rock Climbing.	Do	2014
Agnayee Banerjee Amrita Chakraborty (students)	Scholarship for getting highest mark at the college	Do	2014
Ankita Ghosh (student)	Student of the Year Trophy & Other 5 Prizes	Do	2014

24. List of eminent academicians and scientists / visitors to the department

Sl. No.	Name	University/ College/ Other	Purpose of Visit	Date of Visit
1.	Prof. Dr. Sadhan Dasgupta	University of Kolkata (Applied Psychology)	To conduct an audio-visual seminar on "Mental Health problems on students- some challenges on new millennium"	25.09.2015

25. Seminars / Conferences / Workshops organized and the source of funding:

Sl. No.	Seminar/Conference/Workshop		Funding Agency	Date
	National	International		
1.	To conduct an audio-visual seminar on "Mental Health problems on students- some challenges on new millennium"		College	23-09-2015

26. Student profile programme / course wise:

Name of the Course/ Programme (refer question no. 4)	Applications Received	Selected	Enrolled		Pass Percentage (%)
			M	F	
2010-11	88	30	--	27	90.25%
2011-12	95	30	--	29	84%
2012-13	105	33	--	29	93%

2013-14	108	30	--	22	Studying in 3 rd year
2014-15	202	33	--	32	Studying in 2 nd Year
2015-16	160	33	--	31	Studying in 1 st Year

27. Diversity of students:

Name of the Course	% of students from the same state	% of students from the other state	% of students from abroad
Three year B.A./B.Sc. (hons.) Psychology	100%	--	--
Three year B.A./B.Sc. (Gen.) Psychology	100%	--	--

28. How many students have cleared national and state competitive examinations Such as NET, SLET, GATE, Civil services, Defence services etc.:

No. of Students	Year	NET, SLET, GATE, Civil services, Defence services
2	2011, 2012	NET
5	2010-2015	SET

29. Students progression: on the basis of the available data

Student Progression	Against % enrolled
UG to PG (2015)	Approx. 90% [Exact Data Not Available]
PG to M.Phil.	Approx. 20% [Exact Data Not Available]
PG to Ph.D.	Approx. 20% [Exact Data Not Available]
Ph.D. to Post-Doctoral	Data Not Available
Employed <ul style="list-style-type: none"> • Campus Selection • Other than campus recruitment 	N.A. Approx 70% [Exact Data Not Available]
Entrepreneurship/ Self-employment	Data Not Available

30. Details of infrastructural facility:

(a) Library: **Access to the College Library and Seminar Library**(b) Internet Facilities for staff and students: **Future Plan**(c) Classrooms with ICT Facility: **Future Plan**

- One of our rooms (26) has fixed projector & audio-visual facility where we took the smart classes. Sometimes students would present PPT over there

(d) Laboratories:

- **Experimental Instruments:**

- Response Recorder-1
- Sumon's Response Scope-5
- Masson's Disc-4
- Aesthesiometer and related instruments-8
- DL weight Box-5 each weight0
- Koh's Box Design Box-5
- Cube Construction Box-5

- **Test Materials:**

- Guilford Zimmermen Interest Inventory-[moderate amount]
- Differential Aptitude Test Battery-[moderate amount]
- Standard Progressive Matrices-[moderate amount]

31. Number of students receiving financial assistance from college, university, government or other agencies:

Year	No. of Students	Name of Scholarship	Text books received from Student's Aid Fund
2010-2011	1(3 rd year)	Free Studentship	--
2011-2012	4(1 st year)	Free Studentship	1 st yr- 2
2012-2013	1(2 nd year)	Free Studentship	
2013-2014	3(2 nd year) 1(3 rd year)	Free Studentship	3 rd yr-3
2014-2015	3(1 st year) 1(2 nd year) 3 (3 rd year)	Free Studentship	1 st yr-2

32. Details of student enrichment programmes (special lectures / workshops/ seminars) with external experts:

Year	Seminar Topic	Date	Speaker	Funding Agency
2015	"The application of Gita and different kinds of emotions."	10.9.2015	Prof. Sukla Chakraborty. (Philosophy Department)	College
2015	"On different ideas about		Dr. Indira Sur (Education	

	Research Methodology.”	17.9.2015	Department)	College
2015	“Theory of Motivation- Abraham Maslow”	21.9.2015	Dr. Minati Saha (Education Department)	College
2015	“Mental Health problems of the students – some challenges of the new Millennium.”	22.9.2015	Prof. Dr. Sadhan Dasgupta (Department of Applied Psychology)	College

33. Teaching methods adopted to improve student learning:

- Audio-Visual Lectures to be provided
- Frequent Seminars to be organized
- Quiz to be held
- Power point presentation has to be entertained
- Group discussion for encouraging healthy competition
- Allowing Brain Storming
- Role playing under the guidance of teachers
- Debates within the students groups
- Monthly Open Book Examination
- Class interaction will be encouraged
- Working with Reference Books will be entertained
- Practical classes along with the theoretical orientation will be encouraged
- Newly developed concepts are discussed along with the reference
- peer teaching will be encouraged
- Feedback system will be recorded

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Extension Activity/ISR(by N.C.C)	Date
Sishu Mela- Dolly Sarkar (volunteer)	2010
Kolkata Handicapped Mela (Rally)	14 th December, 2014
Disabled Rally by Aneswa	23 rd September, 2015

Walkathon for the support of elderly person.	1 st October, 2015
--	-------------------------------

35. SWOC analysis of the department:

Strength	<ul style="list-style-type: none"> • Democratic environment of the Dept. where students easily can give feedback express their need as well. • Teachers act here as both counsellor and teacher. • Cooperation between both teachers and students. • Remarkable group morale among the students. • Healthy working environment. • Dedicated Part time teachers, Guest Lecturers and enthusiastic students work together as an ideal combination for gathering information. • Instead of the absence of the FTT, Dept. has been giving the best result to the college. • Interest of the students and faculty in co-curricular activities. • Enhancement of mental set in accepting any stressful challenges.
Weakness:	<ul style="list-style-type: none"> • There is no full time teacher. • More Bengali version psychology books are required in the seminar Library. • The academic staffs need to focus more on Research Work. • More Instruments may enrich student's practical knowledge. • Syllabus is too theoretical. Students need to visit Hospital and Industry etc. • Dept. needs modern equipments like projector, audio visual aids and Wi-Fi connection. • More classrooms are needed. • Students should be encouraged to learn English as most of them are writing Bengali as their medium. • Again students should be more careers oriented.
Opportunity	<ul style="list-style-type: none"> • Students can learn soft skills. • College can run counseling course, so that students would be benefitted. • Student's vocational potentials might be explored. • To have more exchange programs. • To design short courses for faculties so that they can upgrade themselves. • To conduct cross faculty courses on regular basis.
Challenges	<ul style="list-style-type: none"> • It's a challenge to sustain the habit of extra reading among the Students • With a subject like Psychology, it is important to be updated to the latest. • To constantly motivate the students to go ahead towards their goal.

Future plan

- Organizing State and National Level seminars sponsored by UGC.
- Giving students experience of small research projects and papers.
- Research Journal: Dept. is coming out with the research journal based on the Dept. al projects by the students.
- Introduction to Diploma course of counselling.
- Introduction of e-book and e-cell to the Dept.
- Expose our students to various programmes that are held in other colleges in India.
- Regular Hospital and Industry visit for practical knowledge.
- Up gradation of existing Laboratory facilities, such as, Research Laboratories, Instrumentation room, and development of Departmental computer lab and different seminar Library room.
- The Dept. has proposed for more Teaching Posts so that it can start Academic Programmes as well as other exclusion programmes in the near future.

SEMINAR ATTENDED BY ALL FACULTIES, ORGANIZED BY MURALIDHAR GIRLS' COLLEGE:

- UGC Sponsored National Seminar on “Global Warming – A threat to the world”, organized by Muralidhar Girls’ College on 25.3.2008.
- National Seminar on Political Science and History, organized by Muralidhar Girls’ College, Sept.8-9, 2011.
- National Seminar on Bengali, organized by Muralidhar Girls’ College, Sept. 20-21, 2011.
- International Seminar on Education, organized by Muralidhar Girls, College, Nov.11-12, 2011.
- National Seminar on Economics, organized by Muralidhar Girls’ College, Jan.4, 2012.
- International Seminar on Environmental Interface : An Interdisciplinary Approach Towards Sustainable Development, organized by Muralidhar Girls’ College, May 3, 2013.
- Seminar on “Adventure Sports and Nature Study- Mountain for the millions” organized by Muralidhar Girls’ College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014.
- Seminar on Consumer Awareness & Protection, organized by Muralidhar Girls’ College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014.
- Seminar on “Prevention and Control of HIV/AIDS, organized by Muralidhar Girls’ College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014.

Evaluative Report

Department of Geography:

- 1.Name of the Department: **Geography**
- 2.Year of establishment:**General-1990; Honours- 2002**
- 3.Names of the Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **Under Graduate Course for Honours and General streams**
- 4.Names of Interdisciplinary courses and the departments/units involved :
No Interdisciplinary courses
- 5.Annual/Semester/ choice based credit system (programme wise):
Annual Examination System
- 6.Participation of the departments in the courses offered by other departments: **N.A.**
- 7.Courses in collaboration with other universities, industries, foreign institutions etc.: **N.A.**
- 8.Details of courses/programmes discontinued (if any) with reasons: **N.A.**
- 9.Number of teaching posts:

Teaching Post	Sanctioned	Filled
Professors	--	--
Associate Professors	--	--
Asst. Professors	2	0
CWTT*	--	1
PTT**	--	1
Guest Lecturer	--	6

* CWTT - Contractual Whole Time Teacher

** PTT- Part Time Teacher

- 10.Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph.D. /M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the Last 4 Years
Gouri Chakraborty	M.Sc.	Contractual Whole Time Teacher	Cartography	9	---
Dr. Satarupa Roy	Ph.D.	Part time Lecturer	Urban Planning	9	---
Nabamita Ghosh Dastidar	M.Sc.	Guest Lecturer	Geomorphology	5	---
Atanu Sarkar	M.Sc.	Guest Lecturer	Urban Geography	5	---
Aditi Matilal	M.A.	Guest	Regional	3	---

		Lecturer	Planning		
Bablu Samanta	M.Sc., B.Ed,M. Ed.	Guest Lecturer	Geomorpholo -gy	3	---
Alokesh Dey	M.A.B. Ed.	Guest Lecturer	Cartography	2	---
Kakali Das	M.Sc.	Guest Lecturer	Regional Planning	1	---

11.List of senior visiting faculty:

Name	Designation
Smt. Aloka Roy	Associate professor (retired)

12.Percentage of lectures delivered and practical classes handled
(programme wise) by temporary faculty:

Course	Total Class /Week	Class Taken by Temporary Faculty/Week	%
Honours Theory	42	32	76%
Honours Practical	25	9	36%
General Theory	13	10	76%
General Practical	6	2	33%

13.Student – Teacher Ratio (Programme wise)

Course	No. of Teachers	No. of Students	Student : Teacher Ratio
Honours	7	35	5:1
General	4	20	5:1

13.Number of academic support staff (technical) and administrative staff;
sanctioned and filled:

Sanctioned	Filled
1	0

14.Qualification of teaching faculty with D.Sc./D.Litt./Ph.D./M.Phil./PG:

Qualification	No. of Faculty
PG	8
M.Phil.	--
Ph.D.	1
D.Litt.	--
DSC	--

15.Number of faculty with ongoing projects from a) National b)

International funding agencies and grants received: **NIL**

16.Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc.

and the total grants received: **NIL**

17.Research Centre / Facility recognized by the Universities: **N.A.**

18.Publications: Table – 1 ***

Faculty	Papers Published in Peer Reviewed Journals		Papers		Publications in Intl. Database	Monographs	Chapter in Books
	Nat.	Intl.	Nat.	Intl.			
Satarupa Roy	3	--	11	--	--	1	--
Bablu Samanta	--	--	3	--	--	--	--
Aditi Matilal	--	--	3	--	--	--	--

Publications: Table - 2 ***

Faculty	Books Edited	Books with ISBN / ISSN Numbers	Citation Index	SNIP	SJR	Impact Factor	H-Index
--	--	--	--	--	--	--	--

*** Details in Annexure No. V

19.Areas of consultancy and income generated: **N.A.**

20.Faculty as members in :

Faculty	National Committees	International Committees	Editorial Boards	Board of Studies	Any Recognised Body
--	--	--	--	--	--

21.Student Projects

k)Percentage of students who have done in-house projects including inter-departmental programme:

- 100% 3rd Year Honours and General Students prepare In-House Project on Environmental Studies.**
- 100% 3rd Year Honours Students undergo Departmental Project or Field Report on Socio-Economic Condition of Selected Area (Rural or Urban).**
- 100% 2nd Year General Students undergo Project or Field Report on Socio-Economic Condition of Selected Area (Rural or Urban)**

l)Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / Other agencies:

N.A.

23. Awards / Recognitions received by faculty and students:

Name of Faculty/Student	Name of the Award	Organisation	Year
Dr. Satarupa Roy	Ph.D.	Calcutta University	2013

Aditi Matilal	Junior and Senior research fellowship after qualifying National Eligibility Test for lectureship and fellowship.	UGC	2005
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24. List of eminent academicians and scientists / visitors to the department:

Sl. No.	Name	University/ College/ Other	Purpose of Visit	Date of Visit
1.	Smt. Aloka Roy	Calcutta University	Special Lecture on “ The Continental Drift Theory”	8.10.15

25. Seminars / Conferences / Workshops organized and the source of funding:

a) National

b) International

26. Student profile programme / course wise:

Name of the Course/ Programme (refer question no. 4)	Applica tions Receive d	Selected	Enrolled		Pass Percentage (%)
			M	F	
2010-11	270	30	--	28	68%
2011-12	260	32	--	32	94%
2012-13	255	35	--	33	88%
2013-14	235	35	--	34	Now in 3 rd year
2014-15	204	35	--	35	Now in 2 nd year
2015-16	152	35	--	35	Now in 1 st year

27. Diversity of students:

Name of the Course	% of Students from the Same State	% of Students from the other State	% of Students from Abroad
Three Year B.A./B.Sc. (Hons.) Geography	100%	--	--
Three Year B.A./B.Sc. (General) Geography	100%	--	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc.:

No. of Students	Year	NET, SLET, GATE, Civil Services, Defence Services
1	2008	SET

29. Students progression:

Student Progression	Against % enrolled
UG to PG (2015)	27%
PG to M.Phil.	Data not Available
PG to Ph.D.	Data not Available
Ph.D. to Post-Doctoral	Data not Available
Employed Campus Selection Other than campus recruitment	N.A. 11 from 2009 to 2013 (as per available data) ***Details attached separately in Annexure No.2
Entrepreneurship/ Self- employment	Sanghamitra Dhar (2010 pass out) Dance school of her own

30. Details of infrastructural facilities:

- Library: **Access to the College Library and Seminar Library (130 books)**
- Internet facilities for Staff and Students: **Data Cable Connections on all 5 Computer and Laptop for Faculty and Student's use**
- Class rooms with ICT facilities:

Room No.	Usage	Shared/ Exclusive	Capacity	Room Equipped with
31	For both honours and general classes of 1 st , 2 nd and 3 rd year	Exclusive	35	White board, laptop with data connectivity, led projector facility, seminar library, display of rocks and minerals and various maps and diagrams along with display of student's work.
32	For both honours and general classes of 1 st , 2 nd and 3 rd year	Exclusive	35	White board and 4 computers with display of our departmental instruments.

Laboratories:

Room No.	Reserved/ Shared	Sitting Capacity	No. Of Computers	Network Connection	Instruments
32	Reserved	35	4 + 1 Laptop	Yes	Planimeter Abney's Level Prismatic Compass Dumpy Level Rotameter Mirror Stereoscope Pocket Stereoscope

31. Number of students receiving financial assistance from college, university, government or other agencies:

Year	No. of Students	Name of Scholarship	Text books received from Student's Aid Fund
2010-11	5	Student Aid Fund	--
2011-12	2	Student Aid Fund	--
	1	Udayan Care	--
2012-13	3	Student Aid Fund	--
	1	Udayan Care	--
2013-14	9	Student Aid Fund	--
2014-15	12	Student Aid Fund	--
	3	Udayan Care	--

32. Details of student enrichment programmes (special lectures / workshops/ seminars) with external experts:

Sl. No.	Seminar Topic	Date	Speaker	Funding Agency
1.	The Everest Expedition (Presentation)	14.9.15	Sri Basanta Singha Roy	College fund
2.	The Continental Drift Theory (special lecture)	8.10.15	Smt. Aloka Roy	College fund

33. Teaching methods adopted to improve student learning:

- Audio-visual presentation of theory and practical classes are arranged for better understanding of the subject.
- Faculty Exchange programmes are arranged from time to time.
- Regular Micro-teaching classes to ensure better understanding of the subject.
- Regular Tutorialsto practice and enhance speed of writing.
- Group Discussionsand interactive sessions are arranged to encourage analysis of different topics.
- Remedial Classesare regularly arranged for slow learners.
- Special Lectures by senior visiting faculty.
- Real world application of practical topics through various survey activities.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Extension Activity/ISR	Date
NSS activity	16.10.15

35. SWOC analysis of the department:

Strength	<ul style="list-style-type: none"> • Smart Classroom. • Internet ready computers for students and faculty. • Well-equipped laboratory with instruments and computers. • Well stocked seminar library with books from each modules. • Dedicated faculty members. • Strong and healthy teacher-students interaction both inside and outside the department. • Sincere and obedient students. • Unity and co-operation among the students. • Very helpful and prompt laboratory assistant. • Real world application of the curriculum by the students which helps them to understand the subject better. • Student's participation in extra-curricular activities and cultural events. • Remedial classes for the weaker students. • Participation of the students in departmental journals, wall magazines, model making and other departmental activities to increase student's involvement in the department and for better understanding of the subject.
Weakness	<ul style="list-style-type: none"> • No Assistant Professors. • Lack of additional laboratory assistant. • Lack of space whereas number of students are increasing day by day. • No scope for updating of syllabus usage as the Institute follows the syllabus prescribed by University of Calcutta. • Vast syllabus needs to be completed within time, hence classes and activities outside the syllabus is difficult to adjust. • Lack of English books in the seminar library. • Number of computers not sufficient. The student-computer ratio is 1:7 • It is very difficult to arrange extra classes since the department is highly dependent on guest lecturers. • No 'state of the art' Geography laboratory.
Opportunity	<ul style="list-style-type: none"> • Location of the college is an advantageous to us. Students from both city and outskirts commute easily to the college due to proximity of the Ballygunge railway station and buses plying from all directions. • The CU campus for Geography is near our college which

	<p>helps to keep contact with the department whenever we face any problem regarding teaching and pedagogical essence of the changing syllabi.</p> <ul style="list-style-type: none"> • Very successful field tour and field report by the students twice a year. • Ample amount of job opportunity for our students at schools and colleges, banks, GIS firms as well as many corporate sectors.
Challenge	<ul style="list-style-type: none"> • Completion of the syllabus in spite of lack of full time teaching faculty. • Completion of all practical works (200 marks theory and 200 marks practical) and vast syllabus, including field tour and field report of the 3rd year honours students within very short time period (6 months). • Dealing with mostly suburban students who are ethnically and economically backward. • Bringing computer literacy to the students and then entering into the syllabus. • Trying to make learning digital from descriptive notes and chalk board with a constant shortage of fund. • Since 95% of the students have Bengali as the medium, understanding English properly is always a constraint for the students. As a results we need to translate matter to them constantly, due to which most of the class time is hampered. And hence it is also difficult to practice e-learning. • Few job opportunity for students other than teaching. • Post-graduation is a mandatory for college lectureship.

Future Plans:

- To initiate educational activities through which learning becomes more interesting and hence easier.
- Classroom teaching and presentation by senior students.
- Smart class teaching.
- To arrange workshops on GIS so that students gets more aware of this inevitable part of Geography.
- To arrange seminars on physical and cultural geography.
- To arrange visit to the Geological Survey of India.
- Social awareness program through questionnaire survey by the students.
- Introducing computerized catalogues for departmental library.
- To publish departmental magazine through student's participation.

Dr. Satarupa Roy**Seminar Attended:**

1. Participated in National Level Seminar on “Recent Changes in Deltaic Environment”, on Marh 14-15 2008, Department of Geography, University of Calcutta.
2. Participated in National Level Seminar on “Ganga Delta: Development Perspectives”, March 6-7, 2009. Department of Geography, University of Calcutta.
3. Participated in International Level Seminar on “Development of Language Education”, on November 24-25, 2006, Serampore Girls’ College.
4. Participated in State Level Seminar on “Centenary Reflections on Bangabanga Movement : A New Appraisal”, November 13-14, 2006. Serampore Girls’ College.
5. Participated in State Level Seminar on “Impact of Assessment and Accreditation by NAAC on Collegiate Education – Pre and Post Accreditation”, October 5-6, 2007. Serampore Girls’ College.
6. Participated in State Level Seminar on “The City of Kolkata: A Narrative of Continuity and Change”, December 12, 2008. Rani Birla Girls’ College.

Seminar Attended By All Faculties, Organized By Muralidhar Girls’ College

- UGC Sponsored National Seminar on “Global Warming – A threat to the world”, organized by Muralidhar Girls’ College on 25.3.2008.
- National Seminar on Political Science and History, oragnized by Muralidhar Girls’ College, Sept.8-9, 2011.
- National Seminar on Bengali, organized by Muralidhar Girls’ College, Sept. 20-21, 2011.
- International Seminar on Education, organized by Muralidhar Girls, College, Nov.11-12, 2011.
- National Seminar on Economics, organized by Muralidhar Girls’ College, Jan.4, 2012.
- International Seminar on Environmental Interface: An Interdisciplinary Approach Towards Sustainable Development, organized by Muralidhar Girls’ College, May 3, 2013.
- Seminar on “Adventure Sports and Nature Study- Mountain for the millions” organized by Muralidhar Girls’ College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014
- Seminar on “Consumer Awareness & Protection”, organized by Muralidhar Girls’ College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014.
- Seminar on “Prevention and Control of HIV/AIDS, organized by Muralidhar Girls’ College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014.

Details of the recruited students (as per available data)

Sl. No	Name	Qualification	Year of pass out from our college	Name of institution engaged in	Location	Designation	Contact number
12.	Kakali Das	M.Sc SET	2009	Muralidhar Girls' College	Gariahat Road	Lecturer	8013765889
13.	Titir Bose	M.Sc.	2009	MSDC clinic	Ballygunge Phari	Assistant to the doctor	9163234996
14.	Rimpa Paul	B.Sc.	2009	SastaSundar .com	Syed Amir Ali avenue	Store executive	9038042966
15.	Sabnam Rahaman	M.Sc.	2009	High News	Ballygunge	Video editor	9038287391
16.	Rima Modak	M.Sc.	2010	Sarada Educare	Picnic Garden	Assistant Teacher Geography	9748080789
17.	Natasha Karmakar	M.Sc.	2010	Barisha Purba Para High School	Thakurpur Behala	Teacher	9038263425
18.	Beauty Mondal	M.Sc.	2010	Taltala Girls' High School		Teacher	9903128417
19.	Koeli Sen	B.Sc.	2010	Fortis Hospital	Anandapur, Bypass	O.T. Assistant	9163006886
20.	Atreyee Ghosh	M.Sc.	2011	Bangiya Gramin Vikash Bank (Govt.)	Maldah	Single window operator Grade A Cashier	9748688004
21.	Debopriya Paul	M.Sc.	2012	Kids Care	Park Circus	Teacher	8017933011
22.	Gargy Howly	M.Sc.	2013	Rajya Sangeet Parishar (Govt.)	Prince Anwar Shah Road	Developing junior officer	8100717339

Evaluative Report

Department of Economics:

1. Name of the Department: **Economics**
2. Year of establishment: **General-1948, Honours-1965**
3. Names of the Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **Under Graduate Course for Honours and General streams**
4. Names of Interdisciplinary courses and the departments/units involved : : **No Interdisciplinary courses**
5. Annual/Semester/ choice based credit system (programme wise): **Annual Examination System**
6. Participation of the departments in the courses offered by other departments: **N.A.**
7. Courses in collaboration with other universities, industries, foreign institutions etc.: **N.A.**
8. Details of courses/programmes discontinued (if any) with reasons: **N.A.**
9. Number of teaching posts:

Teaching Post	Sanctioned	Filled
Professors	--	--
Associate Professors	--	1 + 1 (on-lien) (through CAS)
Asst. Professors	4	2
CWTT*	--	--
PTT**	--	--
Guest Lecturer	3	3

* CWTT - Contractual Whole Time Teacher

** PTT- Part Time Teacher

10. Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph.D. /M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the Last 4 Years
Sunetra Sengupta	M.Sc., PGDFM	Associate Professor	Monetary Economics	18	---
Dr. Anita Chattapadhyay Gupta	M.A., M.Phil, Ph.D	Associate Professor (on lien)	Environmental Economics, Macro Economics	18	---
Chhanda Mandal	M.A.	Assistant Professor	Forecasting, Econometrics	5	---
Md. Nazmul Islam	M.A.	Assistant Professor	Resource Economics & Demography	5	---
Paulomi Basu	M.A., M Phil	Guest Lecturer	Econometrics & Statistics	4 months	---

Urbashi Mookerjee	M.Sc.	Guest Lecturer	International Trade & Applied Econometrics & Resource and Environmental Economics	4 months	---
Upoma Chatterjee	M.Sc.	Guest Lecturer	Advanced Macro Economics & Econometrics	4 months	---

11. List of senior visiting faculty:

Name	Designation
Dr. Puspita Ranjan Bhattacharya	Ex-Principal, Bijoygarh Jyotish Ray College, Kolkata
Dr. Debasish Majumdar	Associate Professor, Bangabashi College, Kolkata

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Course	Total Class /Week	Class Taken by Temporary Faculty/Week	%
Honours Theory	63	17	27%
General Theory	18	4	22%

13. Student – Teacher Ratio (Programme wise)

Course	No. of Teachers	No. of Students	Student : Teacher Ratio
Honours	6	24	4:1
General	6	135	23:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: N.A.

15. Qualification of teaching faculty with D.Sc./D.Litt./Ph.D./M.Phil./PG:

Qualification	No. of Faculty
PG	7
M.Phil.	2
Ph.D.	1
D.Litt.	--
DSC	--

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

Principal Investigator/ Researcher	Status with Year	Funding Agency	Grants Received
Sunetra Sengupta	Completed 2007-2009	UGC, MRP	Rs. 85,000/- UC submitted

Dr. Anita Chattopadhyay Gupta	Completed 2010-2012, UC to be submitted	UGC, MRP	Rs. 1 lakh
Sunetra Sengupta	Applied	UGC, MRP	--
Md. Nazmul Islam	Applied	UGC, MRP	--

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and the total grants received: **NIL**

18. Research Centre / Facility recognized by the Universities: **N.A.**

19. Publications: Table – 1 ***

Faculty	Papers Published in Peer Reviewed Journals		Papers		Publications in Intl. Database	Monographs	Chapter in Books
	Nat.	Intl.	Nat.	Intl.			
Dr. Anita Chattopadhyay Gupta	3	9	6	7	--	--	--
Chhanda Mandal	--	1	--	--	--	--	--

Publications: Table - 2 ***

Faculty	Books Edited	Books with ISBN / ISSN Numbers	Citation Index	SNIP	SJR	Impact Factor	H-Index
Dr. Anita Chattopadhyay Gupta	--	1	--	--	--	--	--

*** Details in Annexure No. V

20. Areas of consultancy and income generated: **N.A.**

21. Faculty as members in :

Faculty	National Committees	International Committees	Editorial Boards	Board of Studies	Any Recognised Body
Sunetra Sengupta	--	--	--	--	Bengal Economic Association (Life Member)
Dr. Anita Chattopadhyay Gupta	State level Appraisal Committee in West Bengal Pollution Control Board for Environmental	--	--	--	Statute committee of Diamond Harbour Women's University, Enquiry Committee in

	Impact Assessment under the Ministry of Environment and Forests, The National Adolescence Resource Team under the Ministry of Youth Development.				Sundarban Mahavidyalaya, Derozio Memorial College and Kultali Dr B R Ambedkar College, Fact-finding Committee in Basanti Devi College, Calcutta University nominee in the Governing Body of Jogamaya Devi,
--	--	--	--	--	--

22. Student Projects

m) Percentage of students who have done in-house projects including inter-departmental programme:

iii) 3rd Year Students - 100 Percent (Compulsory Dissertation)

iv) 3rd Year Students – 100 Percent (Environmental Project)

n) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / Other agencies:

N.A.

23. Awards / Recognitions received by faculty and students:

Name of Faculty/Student	Name of the Award	Organisation	Year
Dr. Anita Chattopadhyay Gupta	NSS best programme officer	University of Calcutta	2013
Md. Nazmul Islam	NET, JRF	UGC	2000

24. List of eminent academicians and scientists / visitors to the department

Sl. No.	Name	University/ College/ Other	Purpose of Visit	Date of Visit
1.	Dr. Sharmila Banerjee	University of Calcutta	National Seminar	04.01.12
2.	Dr. Soumen Sikdar	IIMC, Kolkata	National Seminar	04.01.12
3.	Dr. Sudhakar Reddy	IGIDR, Maharastra	National Seminar	04.01.12
4.	Dr. Puspita Ranjan Bhattachariya	Ex-Principal, Bijoygarh Jyotish Ray College, Kolkata	National Seminar	04.01.12

25. Seminars / Conferences / Workshops organized and the source of funding:

Sl. No.	Seminar/Conference/Workshop		Funding Agency	Date
	National	International		
1.	National Conference on Health & Environment: Exploring the Linkages of Sustainable Development	--	UGC	04.01.12

26. Student profile programme / course wise:

Name of the Course/ Programme (refer question no. 4)	Applications Received	Selected	Enrolled		Pass Percentage (%)
			M	F	
2010-11	13	13	--	11	96.5%
2011-12	21	21	--	06	100%
2012-13	20	20	--	04	93.5%
2013-14	24	24	--	11	Studying in 3 rd year
2014-15	24	18	--	06	Studying in 2 nd year
2015-16	35	35	--	12	Studying in 1 st year

27. Diversity of students:

Name of the Course	% of Students from the Same State	% of Students from the other State	% of Students from Abroad
Three year B.Sc (Hons.) Economics	100%	--	--
Three year B.Sc (Gen.) Economics	100%	--	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc.: **Data not available**

29. Students progression:

Student Progression	Against % enrolled
UG to PG	50%
PG to M.Phil.	Data not Available
PG to Ph.D.	Data not Available
Ph.D. to Post-Doctoral	Data not Available
Employed <ul style="list-style-type: none"> Campus Selection Other than campus recruitment 	Data not Available Data not Available
Entrepreneurship/ Self- employment	Data not Available

30. Details of infrastructural facilities:

- Library: **Access to the College Library and Seminar Library (138 books)**
 - Internet facilities for Staff and Students: Available in the Computer lab.
 - Class rooms with ICT facilities: **The College has a Smart Class Room** which is regularly used by all departments in turn. The Department has 2 desktops, 1 laptop, 1 printer cum photocopier cum scanner and LCD Projector
 - Laboratories: **N.A.**
31. Number of students receiving financial assistance from college, university, government or other agencies:

Year	No. of Students	Name of Scholarship	Text books received from Student's Aid Fund
2010-11	--	--	--

2011-12	1	Udayan Care, Tution Fees waived	--
2012-13	1	Tution Fees waived	1
2013-14	3	Tution Fees waived	1
2014-15	1	Udayan Care, Tution Fees waived	--

32. Details of student enrichment programmes (special lectures / workshops/ seminars) with external experts:

Sl. No.	Seminar Topic	Date	Speaker	Funding Agency
1.	Unemployment: Causes & Consequences	17.09.2015	Smt. Palashpriya Halder	Muralidhar Girls' College
2.	How to Score Good in Economics	08.10.2015	Dr. Debashis Mazumdar	Muralidhar Girls' College

33. Teaching methods adopted to improve student learning:

- Giving real life experiences
- Initiating problem solving by students
- Regular assignments for the students. Remedial classes for weaker students
- Special classes and tutorials for advanced learners.
- More interactive sessions
- Presentation by both the faculty and students for thoroughly understanding the subject. Preparation of term papers
- Wall magazine by the students help them to express the matter simply
- Group discussions. Micro teaching and peer group teaching

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Extension Activity/ISR	Date
Voters' Awareness Campaign for Election 2011 under the purview of Election Commission on Aapka Vote Aapka Taqat	20.04.2011
International Day against Drug Abuse and Illicit Trafficking organized by Narcotics Central Bureau. Govt. of India in collaboration with NSS Unit, Calcutta University	26.06.2011
Fire Prevention Measures organized by West Bengal Fire and Emergency Services.	16.04.2012
Awareness of Pulse Polio and Immunisation organized by University of Calcutta	30.04.2012
Programme organized on Centenary year of Indian Science Congress by University of Calcutta	10.01.2013
National Education Day organized by University of Calcutta.	21.11.2014
Disaster Management programme conducted by Sea Explorer's Institute	21.02.2015

35. SWOC analysis of the department:

Strength	<ul style="list-style-type: none"> • Excellent faculty • Departmental seminar library with 138 books • Individual attention is given to each student • Departmental Desktop, Laptop with internet facilities. Printer
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	and scanner is also available • Remedial classes for students
Weakness	• Limited number of students in the honours subject (general trend in other colleges too) • Majority of the students are first generation learner
Opportunity	• Academician • R & D wing of corporate sector • Banking • Analyst
Challenge	• No. of students showing interest in this subject is decreasing. (general trend in other colleges too) • The syllabus of the University is more concerned with theory, less practical. • Time is constraint for the completion of syllabus along with curricular and co-curricular activities. • Market oriented approach is not found much. • Scope of profession is restricted. Better job options only after higher study. • Subject itself a little tough for the students of general merit.

Future Plan

- To put more innovative efforts for creating interest among the students.
- Making the students aware of the prospective future.
- More workshops and seminars to be arranged on the market related approach
- Inviting more professionals and the students will directly interact with them.

Prof. Dr. Anita Chattopadhyay Gupta

Invited lectures of presentations for conferences/ symposia-

1. Regular resource person on international training programmes on "Participatory Irrigation and Rural Development" at National Institute of Rural Development, Hyderabad
2. Regular resource person as Life Skill Trainer for capacity building training in "Life-skills, Citizenship and Peer education" in Guwahati, Gangtok, Agartala, Kolkata and Chennai under School of Life Skill Education, Rajiv Gandhi National Institute of Youth Development, Sriperumbudur.
3. Delivered a lecture on "Life Skill" in the NSS unit of Vidyasagar Evening College in the Special Camp for the year 2013-14 on 25th March, 2014.
4. Delivered a lecture on "Role of Youth in the context of Globalisation" on 26th January, 2014 at Jogesh Chandra Chaudhuri College, Kolkata.
5. Speaker in a blood-donation and health check-up camp organized by Vijaygarh Jyotish Ray College on 3rd December, 2013.
6. Invited Chairperson for a seminar on "International Trade, Economic Development and Environmental Quality: Indian Experience Revisited" organized by Department of Economics, Loreto College in collaboration with ICSSR on 4th December, 2013.
7. Invited paper titled "The Study of Environmental Science- its Aspects and Future Prospects" on 23rd Nov., 2011, at the UGC sponsored National

- seminar organized by Post- graduate Department of Environmental Science, Asutosh College, Kolkata.
8. Delivered lectures on "Water Resource Management and Sustainable Development" on 3-6th November, 2009 at Government of India sponsored workshop cum training programme organized by Afro-Asian Rural Development Organisation in collaboration with National Institute of Rural Development, Hyderabad.
 9. Delivered a lecture on "Planning and Implementation of Watershed under new common guidelines" on 6th March, 2009 at State Institute of Panchayat and Rural Development, Kalyani under National Institute of Rural Development, Hyderabad.
 10. Delivered a seminar lecture on the "Poverty Alleviation and Environmental Sustainability" on 29th March, 2007 at the Department of Economics, Kidderpore College.
 11. Delivered a lecture on "Poverty Alleviation and Environmental Issues" on 15th September, 2006 at State Institute of Panchayat and Rural Development, Ranchi under National Institute of Rural Development, Hyderabad.
 12. Invited paper titled "Fish Biodiversity and Profitability: A Bioeconomic Modelling for Digha Fishery of West Bengal" in an UGC sponsored National Seminar on "Development and Disparity during 23-24 March, 2006, at Department of Economics, University of Calcutta.
 13. Delivered a seminar lecture on the "Management of fish resources and fish bio-diversity" on 8th February, 2005 at the Department of Economics, Calcutta University.
 14. Invited paper titled "Bio-economic Modelling with reference to West Bengal coastal belt: Some introductory remarks" at the 1st dissemination workshop on Shastri Applied International Research Project organised by Global Change Programme, Jadavpur University on 17th February, 2005 at Anita Banerjee Memorial Hall, Jadavpur University.

Seminar Attended:

1. Participated in an UGC sponsored National Seminar on "The Importance Of Swami Vivekananda In Indian Socio-Political And Legal Aspects In The Twenty-First Century" organized by South Calcutta Law College, Kolkata, West Bengal on 2nd-3rd December, 2014.
2. Participated in "Masters' Training in Parenting Adolescents" organised by Rajiv Gandhi National Institute of Youth Development, Sriperumbudur from 1^{8th}-2^{1st} April, 2011.
3. Attended UGC sponsored National Seminar organised by Sivanath Sastri College on "Swami Vivekananda: The Sole Embodiment of India" on 6th and 7th August, 2013.
4. Attended UGC sponsored National Seminar organised by Lalbaba College on "FDI Retail in India-Balancing Issues of Growth and Equity" on 6th and 7th March, 2013.
5. Attended UGC sponsored National Seminar organised by Department of Economics, Rabindra Bharati University on "Contemporary Issues in Development Economics" on 8th and 9th March, 2007.

6. Attended UGC sponsored National Seminar organised by Department of Economics, Rabindra Bharati University on "Structural Changes in the Indian Economy" on 13th and 14th March, 2008.
7. Attended UGC sponsored State-level Seminar organised by NSS unit, Sammilani Mahavidyalaya on "Natural Calamities & its Aftermath" on 4th and 5th April, 2007.
8. Attended National Seminar organised by Department of International Relations, Jadavpur University "Alternative Global Futures" on 5th and 6th March, 2003.
9. Attended International Conference on Issues in Development Economics organised by Department of Economics, Burdwan University on 15th and 16th December, 2003.
10. Attended 41st Annual Conference of The Indian Econometric Society organised by Department of Economics, Jadavpur University on 20th – 22nd December, 2005.
11. Attended 3rd Biennial Conference on "Biodiversity and Quality of Life" organised by INSEE in collaboration with the Indian Institute of Management, Calcutta on 18th-20th December, 2003.
12. Attended 5-day Research Methodology Workshop on "Quantitative Appraisal of Economic Issues" jointly organized by Rabindranath Tagore Centre for Human Development Studies and Department of Economics, University of Calcutta from 12th –16th December, 2009.
13. Attended 2-day workshop on "Basics of Data Collection and Data Processing" organised by Centre for Studies in Decentralisation and Rural Reconstruction and Centre for Human Development and Human Rights, Rabindra Bharati University on 30th and 31st March, 2009.
14. Attended 1-day Workshop on the teaching of Macroeconomics organized by Department of Economics, University of Calcutta on 3rd April, 2004.
15. Attended 1-day Workshop on undergraduate syllabus in Economics for college teachers organized by Department of Economics, University of Calcutta on 5th May, 2003.
16. Attended Workshop on "Sustainable Environmental Management and Livelihood Issues: Indian and Canadian Perspectives" organized by Shastri Indo-Canadian Institute from 19th -21st February, 2005.
17. Attended 1-day Workshop on "Economics at the Undergraduate Level: Current Trends" organized by Gurudas College on 15th March, 2008.
18. Attended 2-day Workshop of U.G. Economics Teachers' on revision of the existing syllabi in B.A./B.Sc. (Honours & General) Courses of Studies in Economics organized by Department of Economics, University of Calcutta on 21st-22nd June, 2010.
19. Attended Workshop for U.G. Economics Teachers' on teaching of the new syllabus in B.Sc. (Honours) in Economics organized by Department of Economics, University of Calcutta on 23rd June, 2010.
20. Attended UGC-sponsored seminar on "Our Country in the Perspective of New Millennium: Continuity and Change" organized by Kidderpore College on 14th August, 2001.
21. Attended IPCC Dissemination Workshop on Climate Change in Kolkata for the South Asian Region on "IPCC-Working Group III's Contribution to the Fourth Assessment Report on Climate Change Mitigation"

- organized by Global Change programme, Jadavpur University, West Bengal Pollution Control Board College and Department of Environment & Dept. of Science & Technology, GOWB on 11th- 12th October, 2007.
22. Attended International Conference on “Issues in Development Economics: Environment, Culture & Society” organised by Department of Economics, Burdwan University on 28th and 29th January, 2006.
 23. Attended 1-day workshop on “Data Dissemination” organised by Department of Economics, Rabindra Bharati University on 21st March, 2007.
 24. Attended 1-day workshop on “Macroeconomic Theory and Policy-Contemporary Perspective” organised by the Centre for Studies in Social Sciences on 5th February, 2008.
 25. Attended 1-day Oxford University Press-sponsored workshop on “Environmental Economics” organised by Department of Economics, University of Calcutta on 6th June, 2001.
 26. Attended 1-day workshop on the syllabus for 1 yr. PG Diploma on “Environment Management and Sustainable Development” organised by Centre for Studies on Environment and Sustainable Development, Rabindra Bharati University on 24th May, 2010.

SEMINAR ATTENDED BY ALL FACULTIES, ORGANIZED BY MURALIDHAR GIRLS' COLLEGE

- UGC Sponsored National Seminar on “Global Warming – A threat to the world”, organized by Muralidhar Girls' College on 25.3.2008.
- National Seminar on Political Science and History, organized by Muralidhar Girls' College, Sept.8-9, 2011.
- National Seminar on Bengali, organized by Muralidhar Girls' College, Sept. 20-21, 2011.
- International Seminar on Education, organized by Muralidhar Girls, College, Nov.11-12, 2011.
- National Seminar on Economics, organized by Muralidhar Girls' College, Jan.4, 2012.
- International Seminar on Environmental Interface: An Interdisciplinary Approach Towards Sustainable Development, organized by Muralidhar Girls' College, May 3, 2013.
- Seminar on “Adventure Sports and Nature Study- Mountain for the millions” organized by Muralidhar Girls' College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014.
- Seminar on Consumer Awareness & Protection, organized by Muralidhar Girls' College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014.
- Seminar on “Prevention and Control of HIV/AIDS, organized by Muralidhar Girls' College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014.

Evaluative Report

Department of Botany:

- 1.Name of the Department: **Botany**
- 2.Year of establishment: **General -1959,Honours-2006**
- 3.Names of the Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **Under Graduate Course for Honours and General streams**
- 4.Names of Interdisciplinary courses and the departments/units involved : **No Interdisciplinary courses**
- 5.Annual/Semester/ choice based credit system (programme wise): **Annual Examination System**
- 6.Participation of the departments in the courses offered by other departments: **N.A.**
- 7.Courses in collaboration with other universities, industries, foreign institutions etc.: **N.A.**
- 8.Details of courses/programmes discontinued (if any) with reasons: **N.A.**
- 9.Number of teaching posts:

Teaching Post	Sanctioned	Filled
Professors	--	--
Associate Professors	--	--
Asst. Professors	2	1
CWTT*	--	--
PTT**	--	--
Guest Lecturer	--	8

* CWTT - Contractual Whole Time Teacher

** PTT- Part Time Teacher

- 10.Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph.D. /M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Dr.Shampriya Choudhury	Ph.D.	Assistant Professor	Plant physiology and biochemistry	18	--
Dr. Malyasri Bhattacharya	Ph.D	Guest lecturer	Plant Microbiology	27	--
Dr. Tapati Das	Ph.D	Guest lecturer	Plant Pysiology	22	--

Dr.Debarati Nagroy	Ph.D.	Guest lecturer	Plant cell biology	10	--
Dr.Atrejee Banerjee	Ph.D.	Guest lecturer	Plant cell biology	8	--
Dr. Sutapa Gupta	M.Sc .	Guest lecturer	Plant Pathology	8	--
Dr.Avishek Bhattacharya	Ph.D.	Ex Permanent part-time	Plant taxonomy	5	--
Dr.Sangita Das Chowdhury	Ph.D.	Guest lecturer	Plant taxonomy	2	--
Dr. Tinku Ghosh	Ph.D.	Guest lecturer	Plant taxonomy	2	--
Aishee Dey	M.Sc .	Guest lecturer	Plant molecular biology	2	--

11.List of senior visiting faculty: **NIL**

12.Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Course	Total Class /week	Class taken by Temporary Faculty/week	%
Honours Theory	38	30	78.9%
Honours Practical	22	10	45.5%
General Theory	14	14	100%
General Practical	9	7	77.7%

13.Student – Teacher Ratio (Programme wise)

Course	No. of Teachers	No. of Students	Student : Teacher Ratio
Honours	9	44	5:1
General	7	10	2:1

14.Number of academic support staff (technical) and administrative staff; sanctioned and filled:

Sanctioned	Filled
2	2

15.Qualification of teaching faculty with D.Sc./D.Litt./Ph.D./M.Phil./PG:

Qualification	No. of Faculty
PG	2
M.Phil.	--

Ph.D.	10
D.Litt.	--
DSC	--

16.Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

Principal Investigator/ Researcher	Status with year	Funding Agency	Grants Received
Sangita Das Choudhury (Roy)	Ongoing since 2013	Ministry of Environment Forest and Climate change, GOI	6 Lakh

17.Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and the total grants received: NIL

18.Research Centre / Facility recognized by the Universities: NIL

19.Publications: Table – 1 ***

Faculty	Papers Published in Peer Reviewed Journals		Papers		Publications in Intl. Database	Monog raphs	Chapte r in Books
	N at.	Intl.	Nat.	Intl.			
Avishek Bhattacharjee	23	37	3	1	--	--	3
Sangita Das Choudhury (Roy)	7	--	--	--	--	--	--
Tinku Ghosh	1	--	--	--	--	--	--
Debarati Nag Roy	--	1	--	--	--	--	--

Publications: Table - 2 ***

Faculty	Books Edited	Books with ISBN / ISSN Numbers	Citation Index	SNIP	SJR	Impact Factor	H- Index
--	--	--	--	--	--	--	--

*** Details in Annexure No. V

20.Areas of consultancy and income generated: N.A.

21.Faculty as members in :

Faculty	National Committees	International Committees	Editorial Boards	Board of Studies	Any Recognised Body
Dr. Shampriya Chowdhury	Life Member- Indian Science Congress Life member- Plant Physiology Forum Life member- Botanical Society	--	--	--	--

22.Student Projects

a)Percentage of students who have done in-house projects including inter-departmental programme: N.A.

b)Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / Other agencies: N.A.

23.Awards / Recognitions received by faculty and students:

Name of Faculty/Student	Name of the Award	Organisation	Year
Student – Debasmita Pakrashi	Best student in college	College	2008

24.List of eminent academicians and scientists / visitors to the department

Sl. No.	Name	University/ College/ Other	Purpose of Visit	Date of Visit
1.	Dr. Avishek Bhattacharjee	Scientist, Central National Herbarium, Botanical Survey of India	Lecture and Presentation on An Introduction to Orchids.	To be held on 28.11.2015

25. Seminars / Conferences / Workshops organized and the source of funding:

Sl. No.	Seminar/Conference/Workshop		Funding Agency	Date
	National	International		
1.	Seminar on SUNDERBANS- AND ENDANGERED ECO SYSTEM	--	UGC	To be held in February, 2016

26. Student profile programme / course wise:

Name of the Course/ Programme (refer question no. 4)	Application Received	Selected	Enrolled		Pass Percentage (%)
			M	F	
2010-11	40	10	--	7	80%
2011-12	42	10	--	3	0 %
2012-13	45	15	--	10	100%
2013-14	58	15	--	9	Studying in 3 rd year
2014-15	81	24	--	24	Studying in 2 nd year
2015-16	51	15	--	15	Studying in 1 st yr

27. Diversity of students:

Name of the Course	% of students from the same state	% of students from the other state	% of students from abroad
Three Year B.Sc. (Hons.) Botany	100 %	--	--
Three Year B.Sc. (General) Botany	100 %	--	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc.: **Data Not Available**

29. Students progression:

Student Progression	Against % enrolled
UG to PG (2015)	33%
PG to M.Phil.	Data not available
PG to Ph.D.	20%
Ph.D. to Post-Doctoral	Data not available
Employed <ul style="list-style-type: none"> • Campus Selection • Other than campus recruitment 	N.A. Data not available
Entrepreneurship/ Self- employment	N.A.

30. Details of infrastructural facilities:

- Library: **Access to the College Library and Seminar Library (130 books)**
- Internet facilities for Staff and Students: **Internet connectivity with one laptop for faculty and students (personal Dongle)**
- Class rooms with ICT facilities: **1 smart classroom and ICT facility can be accessed, LCD projector, Overhead projector, whiteboard.**
- Laboratories: **1 main laboratory, 1 smaller subsidiary laboratory and 1 small Microbiology laboratory.**

31. Number of students receiving financial assistance from college, university, government or other agencies:

Year	No. of Students	Name of Scholarship	Text books received from Student's Aid Fund
2013-2014	5	Free Studentship	--
2014-2015	3	Free Studentship	--

32. Details of student enrichment programmes (special lectures / workshops/ seminars) with external experts:

Sl. No.	Seminar Topic	Date	Speaker	Funding Agency
1	Introduction to Orchids	To be held on 02.12-15	Dr.Avishek Bhattacharjee	College Fund

33. Teaching methods adopted to improve student learning:-

- Practicals Classes are held for better assimilation of knowledge
- Educational excursions to garner first hand experience and exposure to plant taxonomy, plant ecology and plant geography – A long excursion is held every year to different phytogeographical zones of India, with the first and second year honours students
- Field trips are arranged locally to acquaint the students with local flora and for ecological quadrat studies, for honours and general students of botany

- A compulsory trip is arranged to be Indian botanic garden for all students of botany.
- Remedial classes for weaker students are arranged
- Open book exams are arranged
- Tutorials for better students are arranged
- micro teaching y students are arranged
- group discussions are arranged
- quizzes are arranged
- Regular class tests are arranged
- LCD projectors, Over head projectors, whiteboard, blackboard, models, charts are used to facilitate to teaching process

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **N.A.**

35. SWOC analysis of the department and Future Plans:

Strength	<ul style="list-style-type: none"> • Well-qualified, competent and dedicated faculty. • A good stock of simple, compound and dissecting microscopes. • Laboratory equipped with several modern instruments like cold centrifuge, pH meter, Colorimeter, spectrophotometer, electrical water-bath, incubator, distillation plant, digital balance, autoclave, micropipettes, hotplate, laminar airflow, shaker, heaters, refrigerator, laptop, printer, camera etc. • Updated stock of chemicals and glass goods • Enthusiastic students. • Helpful administrative staff. • Cooperative and sympathetic institutional head
Weakness	<ul style="list-style-type: none"> • <u>Lack of adequate space!</u> • <u>Lack of a dedicated Plant Biochemistry Laboratory</u> • A shortage of Full-time permanent faculty. Teachers are yet to be assigned in the sanctioned full time post by the university. New posts need to be sanctioned • Since Botany is part of the Life-sciences it requires another life science like Zoology, which is yet to be introduced, as a standard general subject combination.
Opportunity	<ul style="list-style-type: none"> • Scope of collaboration in research with the Botany dept. of the University, which is located quite close. • Scope of maintaining a medicinal plants section with the help and guidance of the Agri-horticultural Society of India. • Scope of arranging for hands-on training for future small-scale entrepreneurship like mushroom cultivation, for job oriented students.

	<ul style="list-style-type: none"> • Scope of higher studies and research in pure botany as well as in the allied subjects like zoology, chemistry, microbiology and bio chemistry, • The laboratories are well-equipped enough to support minor and major research work.
Challenge	<ul style="list-style-type: none"> • Being able to inculcate the right kind of interest in the students for higher studies and research. • Preventing drop-outs. • Improving results inspite of all the constraints

Future Plan

<ul style="list-style-type: none"> • UGC-sponsored national seminar (already sanctioned) on “The Endangered Ecosystem of the Sunderbans”, in collaboration with the Department of Geography. • Departmental seminar with Dr. Avisekh Bhattacharya, scientist, BSI, as resource person, who will speak on “An Introduction to Orchids”. • Excursion to Shillong and Cherapunjee to study the flora of these biodiversity hotspots . • Net connectivity in the department through LAN • Interactive classes with neighbouring colleges • Set-up of the Plant Biochemistry laboratory. • Introduction of the subject zoology and microbiology as standard life science combination subjects for botany
--

Prof. (Dr.) Shampriya Choudhury

WORKSHOP:

1. Workshop on “ Practical Course of B.Sc (Hons)in Botany,” Jointly organized by the under –graduate Board of Studies, Department of Botany and Centre of Advanced Study, Cell and Chromosome research, Calcutta University, dated 8.12.2005 – 10.12.2005
2. Seminar cum workshop on “Theoretical Course of B.Sc (Honours and General) in Botany” jointly organized by the U.G. Board of Studies in Botany and department of Botany, Calcutta University, dated 21.02.2008 to 23.02.2008
3. Workshop on “B.Sc Botany Honours Part III Practical for College Teachers” organized by Department of Botany, University of Calcutta, dated 24.10.2013 – 25.10.2013
4. Workshop on the “Existing Syllabi of B.Sc (Honours) and general Courses in Botany” organized by the Undergraduate Board of studies in Botany and Department of Botany, University of Calcutta, dated 22.01.2010 – 23.01.2010.

SEMINAR ATTENDED:

1. Seminar on “Cryptogamic Botany and 4th P.Chatterjee Memorial Lecture” Organized by P.Chatterjee Research Foundation in Collaboration with Department of Botany, Calcutta University, dated 23.11.2007

2. Symposium on "Plant Biotechnology and its relevance to food security" Supported by the DBT- Programme support, department of Biotechnology, Government of India, dated 23.08.2008
3. National Seminar on "Cryptogamic Botany" organized by P.Chatterjee Research Foundation and Department of Botany Calcutta University, dated 05.12.2008
4. International Symposium on "A journey from Plant Physiology to Plant Biology: organized by the Plant Physiology Forum and Bose Institute, Kolkata, dated from 23.11.2008 – 28.11.2008

Dr.Tinku Ghosh**SEMINAR ATTENDED:**

1. International Symposium and XXII Annual Conference of Indian Association for Angiosperm Taxonomy on Innovative Prospects In Angiosperm Taxonomy (ISIPAT-2012)
2. Annual Botanical Conference 2012 organised by Department of Botany University of Chittagong Chittagong-4331 & Bangladesh Botanical Society
3. XXIII Annual Conference of Indian Association for Angiosperm Taxonomy And National Seminar on "Recent Advances in Plant Taxonomy Research" 2013.

SEMINAR ATTENDED BY ALL FACULTIES, ORGANIZED BY MURALIDHAR GIRLS' COLLEGE

- UGC Sponsored National Seminar on "Global Warming – A threat to the world", organized by Muralidhar Girls' College on 25.3.2008.
- National Seminar on Political Science and History, organized by Muralidhar Girls' College, Sept.8-9, 2011.
- National Seminar on Bengali, organized by Muralidhar Girls' College, Sept. 20-21, 2011.
- International Seminar on Education, organized by Muralidhar Girls, College, Nov.11-12, 2011.
- National Seminar on Economics, organized by Muralidhar Girls' College, Jan.4, 2012.
- International Seminar on Environmental Interface: An Interdisciplinary Approach Towards Sustainable Development, organized by Muralidhar Girls' College, May 3, 2013.
- Seminar on "Adventure Sports and Nature Study- Mountain for the millions" organized by Muralidhar Girls' College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014.
- Seminar on Consumer Awareness & Protection, organized by Muralidhar Girls' College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014.
- Seminar on "Prevention and Control of HIV/AIDS, organized by Muralidhar Girls' College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014.

Evaluative Report

Department of Mathematics: (General Course)

- 1.Name of the Department: **Mathematics**
- 2.Year of establishment: **General-1980**
- 3.Names of the Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **Under Graduate Course for General streams**
- 4.Names of Interdisciplinary courses and the departments/units involved: **No Interdisciplinary courses.**
- 5.Annual/Semester/ choice based credit system (programme wise): **Annual Examination System.**
- 6.Participation of the departments in the courses offered by other departments: **N.A.**
- 7.Courses in collaboration with other universities, industries, foreign institutions etc.: **N.A.**
- 8.Details of courses/programmes discontinued (if any) with reasons: **N.A.**
- 9.Number of teaching posts:

Teaching Post	Sanctioned	Filled
Professors	--	--
Associate Professors	--	--
Asst. Professors	2	0
CWTT*	--	--
PTT**	1	1
Guest Lecturer	2	1

* CWTT - Contractual Whole Time Teacher

** PTT- Part Time Teacher

- 10.Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph.D. /M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Ranjan Bandhopadhyaya	M.Sc	Part Time	Advanced Differential	5	--
Sayani Hazra	M.Sc	Guest Lecturer	Pure Mathematics	2	--

- 11.List of senior visiting faculty: **NIL**
- 12.Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Course	Total Class /week	Class taken by Temporary Faculty/week	%
General Theory	20	8	40%

13. Student – Teacher Ratio (Programme wise)

Course	No. of Teachers	No. of Students	Student : Teacher Ratio
General	2	20	10:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **N.A.**

15. Qualification of teaching faculty with D.Sc./D.Litt./Ph.D./M.Phil./PG:

Qualification	No. of Faculty
PG	2
M.Phil.	--
Ph.D.	--
D.Litt.	--
DSC	--

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and the total grants received: **NIL**

18. Research Centre / Facility recognized by the Universities: **N.A.**

19. Publications: Table – 1 ***

Faculty	Papers Published in Peer Reviewed Journals		Papers		Publications in Intl. Database	Monographs	Chapter in Books
	Nat	Intl.	Nat.	Intl.			

Publications: Table - 2 ***

Faculty	Books Edited	Books with ISBN / ISSN Numbers	Citation Index	SNIP	SJR	Impact Factor	H-Index

20. Areas of consultancy and income generated: **N.A.**

21. Faculty as members in:

a) National Committees b) International Committees c) Editorial Boards... **NIL**

22. Student Projects:

a) Percentage of students who have done in-house projects including inter-departmental programme: **3rd Year Students – 100 Percent (Environmental Project)**

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / Other agencies: **N.A.**

23. Awards / Recognitions received by faculty and students: **NIL**

24. List of eminent academicians and scientists / visitors to the department:

NIL

25. Seminars / Conferences / Workshops organized and the source of funding:

NIL

a) National

b) International

26. Student profile programme / course wise:

This is a General Subject. Separate applications are not received, since students have applied for specific combination and not in specific subject.

Name of the Course/ Programme (refer question no. 4)	Applications Received	Selected	Enrolled		Pass Percentage (%)
			M	F	
2010-11	13	13	--	11	96.5%
2011-12	21	21	--	06	100%
2012-13	20	20	--	04	93.5%
2013-14	24	24	--	11	Studying in
2014-15	24	24	--	06	Studying in 2 nd year
2015-16	35	35	--	12	Studying in 1 st year

27. Diversity of students:

Name of the Course	% of students from the same state	% of students from the other state	% of students from abroad
Three Year B.A.(Gen.) Mathematics	100%		

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc.: **Data not Available**

29. Students progression:

Student Progression	Against % enrolled
UG to PG (2015)	Data not Available
PG to M.Phil.	Data not Available
PG to Ph.D.	Data not Available
Ph.D. to Post-Doctoral	Data not Available
Employed <ul style="list-style-type: none"> Campus Selection Other than campus recruitment 	Data not Available
Entrepreneurship/ Self- employment	Data not Available

30.Details of infrastructural facilities:

- a. Library: **General Library.**
- b. Internet facilities for Staff and Students: Available in the Computer Room
- c. Class rooms with ICT facilities: One Classroom with Smart Board
- d. Laboratories: **N.A.**

31.Number of students receiving financial assistance from college, university, government or other agencies:

Year	No. of Students	Name of Scholarship	Text books received from Student's Aid Fund
2011-12	2	Free Studentship	--
2012-13	1	Free Studentship	--
2013-14	3	Free Studentship	--
2014-15	1	Free Studentship	--

32.Details of student enrichment programmes (special lectures / workshops/ seminars) with external experts: **NIL**

33.Teaching methods adopted to improve student learning:

- Classroom lecture, Group Discussions, Tutorial Classes For Weaker Students, Remedial Classes Taken Regularly.

34.Participation in Institutional Social Responsibility (ISR) and Extension activities: **NIL**

35.SWOC analysis of the department and Future Plans:

Strength	<ul style="list-style-type: none"> • The strength of the department lies in the coordination among teachers. • Special classes for the students. • Tutorial classes for weaker students. • Library is used regularly by students and teachers.
Weakness	<ul style="list-style-type: none"> • Shortage of full time faculty. • No departmental library for the students. • Moreover very few students opt for the course which is a common feature in all colleges of West Bengal.
Opportunity	<ul style="list-style-type: none"> • The opportunity of the department lies in the subject itself. • The students have a bright future as there are many areas of further studies or jobs all over India and abroad. • The syllabus is also at part to sit for competitive examinations for Govt. jobs.
Challenge	<ul style="list-style-type: none"> • To Secure Good Results from a handful of students most of whom are with mediocre merit. • To equip students to face competition for higher education and job market.

Future Plan

- The department will opt for Honours course in the future.
- Various workshops and seminars are to be constructed for the benefits of the department's student and staff.

SEMINAR ATTENDED BY ALL FACULTIES, ORGANIZED BY MURALIDHAR GIRLS' COLLEGE:

- UGC Sponsored National Seminar on "Global Warming – A threat to the world", organized by Muralidhar Girls' College on 25.3.2008.
 - National Seminar on Political Science and History, organized by Muralidhar Girls' College, Sept.8-9, 2011.
 - National Seminar on Bengali, organized by Muralidhar Girls' College, Sept. 20-21, 2011.
 - International Seminar on Education, organized by Muralidhar Girls, College, Nov.11-12, 2011.
 - National Seminar on Economics, organized by Muralidhar Girls' College, Jan.4, 2012.
 - International Seminar on Environmental Interface : An Interdisciplinary Approach Towards Sustainable Development, organized by Muralidhar Girls' College, May 3, 2013.
 - Seminar on "Adventure Sports and Nature Study- Mountain for the millions" organized by Muralidhar Girls' College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014.
 - Seminar on Consumer Awareness & Protection, organized by Muralidhar Girls' College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014.
 - Seminar on "Prevention and Control of HIV/AIDS, organized by Muralidhar Girls' College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014.
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Evaluative Report

Department of Statistics: (General Course)

- 1.Name of the Department: **Statistics**
- 2.Year of establishment: **General- 2006**
- 3.Names of the Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **Under Graduate Course for General streams**
- 4.Names of Interdisciplinary courses and the departments/units involved: **No Interdisciplinary courses.**
- 5.Annual/Semester/ choice based credit system (programme wise): **Annual Examination System.**
- 6.Participation of the departments in the courses offered by other departments: **N.A.**
- 7.Courses in collaboration with other universities, industries, foreign institutions etc.: **N.A.**
- 8.Details of courses/programmes discontinued (if any) with reasons: **N.A.**
- 9.Number of teaching posts:

Teaching Post	Sanctioned	Filled
Professors	--	--
Associate Professors	--	--
Asst. Professors	--	--
CWTT*	--	--
PTT**	2	1
Guest Lecturer	1	1

* CWTT - Contractual Whole Time Teacher

** PTT- Part Time Teacher

- 10.Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph.D. /M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Subhankar Saha	M.Phil	Part time Teacher	Bio Statistics	5	--
Dithi Bhattacharya	M.Sc.	Guest Lecturer	Inference	4	--

- 11.List of senior visiting faculty: **NIL**

- 12.Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Course	Total Class /week	Class taken by Temporary Faculty/week	%
General Theory	16	8	50%
General Practical	4	0	0%

13. Student – Teacher Ratio (Programme wise)

Course	No. of Teachers	No. of Students	Student : Teacher Ratio
General	2	20	1:10

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **N.A.**

15. Qualification of teaching faculty with D.Sc./D.Litt./Ph.D./M.Phil./PG:

Qualification	No. of Faculty
PG	1
M.Phil.	1
Ph.D.	--
D.Litt.	--
DSC	--

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and the total grants received: **NIL**

18. Research Centre / Facility recognized by the Universities: **N.A.**

19. Publications: Table – 1 ***

Faculty	Papers Published in Peer Reviewed Journals		Papers		Publications in Intl. Database	Monographs	Chapters in Books
	Nat.	Intl.	Nat.	Intl.			

Publications: Table - 2 ***

Faculty	Books Edited	Books with ISBN / ISSN Numbers	Citation Index	SNIP	SJR	Impact Factor	H-Index

20. Areas of consultancy and income generated: **N.A.**

21. Faculty as members in:

a) National Committees b) International Committees c) Editorial Boards...
NIL

22. Student Projects:

- a) Percentage of students who have done in-house projects including inter-departmental programme: **3rd Year Students – 100 Percent (Environmental Project)**
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / Other agencies: **N.A.**

23. Awards / Recognitions received by faculty and students: **NIL**

24. List of eminent academicians and scientists / visitors to the department:

NIL

25. Seminars / Conferences / Workshops organized and the source of funding:

NIL

- a) National
- b) International

26. Student profile programme / course wise:

Name of the Course/ Programme (refer question no.4)	Applications Received	Selected	Enrolled		Pass Percentage (%)
			M	F	
2010-11	13	13	--	11	96.5%
2011-12	21	21	--	06	100%
2012-13	20	20	--	04	93.5%
2013-14	24	24	--	11	Studying in 3 rd year
2014-15	24	24	--	06	Studying in 2 nd year
2015-16	35	35	--	12	Studying in 1 st year

27. Diversity of students:

Name of the Course	% of students from the same state	% of students from the other state	% of students from abroad
Three Year B.A. (General) Statistic	100%	--	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc.: **Data not available**

29. Students progression:

Student Progression	Against % enrolled
UG to PG (2015)	Data Not available.
PG to M.Phil.	Data Not available.

PG to Ph.D.	Data Not available.
Ph.D. to Post-Doctoral	Data Not available.
Employed <ul style="list-style-type: none"> • Campus Selection • Other than campus recruitment 	Data Not available.
Entrepreneurship/ Self- employment	Data Not available.

30.Details of infrastructural facilities:

- Library: General Library.
- Internet facilities for Staff and Students: Available in Computer lab.
- Class rooms with ICT facilities: One Smart Classroom with ICT facility.
- Laboratories: Statistics Laboratory.

31.Number of students receiving financial assistance from college, university, government or other agencies:

Year	No. of Students	Name of Scholarship	Text books received from Student's Aid Fund
2011-12	2	Free Studentship	--
2012-13	1	Free Studentship	--
2013-14	3	Free Studentship	--
2014-15	1	Free Studentship	--

32.Details of student enrichment programmes (special lectures / workshops/ seminars) with external experts: **NIL**

33.Teaching methods adopted to improve student learning:

- Classroom lecture, Group Discussions, Tutorial Classes for Weaker Students, Remedial Classes Taken Regularly.

34.Participation in Institutional Social Responsibility (ISR) and Extension activities: **NIL**

35.SWOC analysis of the department and Future Plans:

Strength	<ul style="list-style-type: none"> • The strength of the department lies in the coordination among teachers. • Special classes for the students. • Tutorial classes for weaker students. • Library is used regularly by students and teachers.
Weakness	<ul style="list-style-type: none"> • No full time faculty. • No departmental library for the students. • Moreover very few students opt for the course which is a common feature in all colleges of west Bengal.
Opportunity	<ul style="list-style-type: none"> • The opportunity of the department lies in the subject itself. • The students have a bright future as there are many areas of further studies or jobs all over India and abroad. • The syllabus is also at part to sit for competitive examinations for Govt. jobs.
Challenge	<ul style="list-style-type: none"> • To Produce Good Results from a handful of students most

	<p>of whom are of ordinary merit.</p> <ul style="list-style-type: none"> • To equip students to face competition for higher education and job market.
--	--

Future Plan:

- | |
|---|
| <ul style="list-style-type: none"> • The department will opt for honours course in the future. • Various workshops and seminars are to be conducted for the benefits of the department's student and staff. |
|---|

SEMINAR ATTENDED BY ALL FACULTIES, ORGANIZED BY MURALIDHAR GIRLS' COLLEGE:

- UGC Sponsored National Seminar on "Global Warming – A threat to the world", organized by Muralidhar Girls' College on 25.3.2008.
- National Seminar on Political Science and History, organized by Muralidhar Girls' College, Sept.8-9, 2011.
- National Seminar on Bengali, organized by Muralidhar Girls' College, Sept. 20-21, 2011.
- International Seminar on Education, organized by Muralidhar Girls, College, Nov.11-12, 2011.
- National Seminar on Economics, organized by Muralidhar Girls' College, Jan.4, 2012. **International Seminar** on Environmental Interface : An Interdisciplinary Approach Towards Sustainable Development, organized by Muralidhar Girls' College, May 3, 2013. **Seminar on** "Adventure Sports and Nature Study- Mountain for the millions" organized by Muralidhar Girls' College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014. **Seminar on** Consumer Awareness & Protection, organized by Muralidhar Girls' College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014.
- **Seminar on** "Prevention and Control of HIV/AIDS, organized by Muralidhar Girls' College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014.

Evaluative Report

Department of Chemistry: (general Course)

- 1.Name of the Department: **Chemistry**
- 2.Year of establishment: **General-2005**
- 3.Names of the Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **Under Graduate Course for General streams**
- 4.Names of Interdisciplinary courses and the departments/units involved: **No Interdisciplinary courses.**
- 5.Annual/Semester/ choice based credit system (programme wise): **Annual Examination System**
- 6.Participation of the departments in the courses offered by other departments: **N.A.**
- 7.Courses in collaboration with other universities, industries, foreign institutions etc.: **N.A.**
- 8.Details of courses/programmes discontinued (if any) with reasons: **N.A.**
- 9.Number of teaching posts:

Teaching Post	Sanctioned	Filled
Professors	--	1 (Principal)
Associate Professors	--	--
Asst. Professors	--	--
CWTT*	--	--
PTT**	1	1
Guest Lecturer	--	2

* CWTT - Contractual Whole Time Teacher

** PTT- Part Time Teacher

- 10.Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph.D. /M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Dr.Kinjalkini Biswas	M.Sc., Ph.D.	Principal	Inorganic Chemistry	18	--
Jhilmil Bhattacharyya	M.Sc.	Part Time Teacher	Organic Chemistry	9	--
Ambalika Chakraborty	M.Sc.	Guest Lecturer	Inorganic Chemistry	5	--
Sabyasachi Chakraborty	M.Sc., B.Ed.	Guest Lecturer	Physical Chemistry	1	--

11. List of senior visiting faculty: **NIL**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Course	Total Class /week	Class taken by Temporary Faculty/week	%
General Theory	18	6	33
General Practical	4	2	50

13. Student – Teacher Ratio (Programme wise)

Course	No. of Teachers	No. of Students	Student : Teacher Ratio
General	4	35	9 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:

Sanctioned	Filled
No	1

15. Qualification of teaching faculty with D.Sc./D.Litt./Ph.D./M.Phil./PG:

Qualification	No. of Faculty
PG	4
M.Phil.	--
Ph.D.	1
D.Litt.	--
DSC	--

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and the total grants received: **NIL**

18. Research Centre / Facility recognized by the Universities: **N.A.**

19. Publications: Table – 1 ***

Faculty	Papers Published in Peer Reviewed Journals		Papers		Publications in Intl. Database	Monographs	Chapter in Books
	Nat.	Intl.	Nat.	Intl.			
Dr. Kinjalkini Biswas	15	4	--	--	--	--	--

Publications: Table - 2 ***

Faculty	Books Edited	Books with ISBN / ISSN Numbers	Citation Index	SNIP	SJR	Impact Factor	H-Index
--	--	--	--	--	--	--	--

*** Details in Annexure No.V

20.Areas of consultancy and income generated: **N.A.**

21.Faculty as members in :

Faculty	National Committees	International Committees	Editorial Boards	Board of Studies	Any Recognised Body
Dr.Kinjalkini Biswas	IACS life member	--	--	--	--

22.Student Projects

a) Percentage of students who have done in-house projects including inter-departmental programme: **3rd Year Students- 100%**

(Environmental Projects)

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / Other agencies: **N.A.**

23.Awards / Recognitions received by faculty and students: **NIL**

24.List of eminent academicians and scientists / visitors to the department:

NIL

25.Seminars / Conferences / Workshops organized and the source of funding:

NIL

a) National

b) International

26.Student profile programme / course wise:

Name of the Course/ Programme (refer question no. 4)	Applications Received	Selected	Enrolled		Pass Percentage (%)
			M	F	
2010-11	40	16	--	14	96.55
2011-12	42	20	--	17	100
2012-13	45	15	--	12	93.54
2013-14	58	20	--	09	Studying in 3 rd year
2014-15	81	35	--	25	Studying in 2 nd year
2015-16	51	30	--	23	Studying in 1 st year

27.Diversity of students:

Name of the Course	% of students from the same state	% of students from the other state	% of students from abroad
Three years B.Sc. (Gen.) Chemistry	100%	--	--

28.How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc.: **Data not available**

29. Students progression:

Student Progression	Against % enrolled
UG to PG (2015)	Data not available
PG to M.Phil.	Data not available
PG to Ph.D.	Data not available
Ph.D. to Post-Doctoral	Data not available
Employed <ul style="list-style-type: none"> • Campus Selection • Other than campus recruitment 	N.A. Data not available
Entrepreneurship/ Self- employment	Data not available

30. Details of infrastructural facilities:

- Library: **General Library**
- Internet facilities for Staff and Students: Available in Computer lab.
- Class rooms with ICT facilities: **Smart Class Room**
- Laboratories: **Chemistry Laboratory**

31. Number of students receiving financial assistance from college, university, government or other agencies:

32. Details of student enrichment programmes (special lectures / workshops/ seminars) with external experts: **NIL**33. Teaching methods adopted to improve student learning: **Practical classes** are held regularly along with theory classes.

- Teaching is done using the teaching aids and with the help of ICT.
- Micro teaching, peer group teaching etc. are practised among the students.
- Students participate in presentation, group discussion, quiz competition.
- Wall magazines are prepared by the students.
- Interactive sessions are encouraged.
- Students are provided with ample scope of revising the practical sessions.
- Remedial teaching for slow learners and special classes and tutorials for advanced learners.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **NIL**

35. SWOC analysis of the department and Future Plans:

Strength	<ul style="list-style-type: none"> • Special care given to every student. • High score of the students in practical exams. • Extra classes for remedial teaching. • Regular class tests for evaluation of development.
-----------------	--

Weakness	<ul style="list-style-type: none"> • More full time faculty are required. • General course, there is no honours course in chemistry right now. • Unavailability of proper combination of subjects. • Lack of adequate space and facilities in class room and laboratory. • Some essential equipment in laboratory, e.g. digital balance etc. are needed. • No departmental library due to lack of space. • No permanent laboratory attendant. • Lack of computers with internet facilities in the department.
Opportunity	<p>If chemistry be one of the subjects in graduation level, a student can get facilities in the following exams.</p> <ul style="list-style-type: none"> • SSC (TET & SLST) • SSC CGL • WBCS • IFS • WB PSC • CSC • B.TECH • GSI • NET • GATE • Industrial chemistry
Challenge	<ul style="list-style-type: none"> • Introduction of new combination in general course. • Introduction of honours course in chemistry. • Introduction of departmental library. • Set up of new & well equipped laboratory • Organising of seminars & workshops

Future Plan

<ul style="list-style-type: none"> • The department will opt for honours course in the very near future. Proposal is being submitted to Higher Education Department as per previous discussion with the member secretary. • At least two more laboratories in the ground floor are to be set up, one preferably in the ground floor where general practical classes will be taken, maintaining all the safety hazards and sewerage system, • A waste removal pit is to be constructed in the ground level where the reagent waste deposits are to be neutralised maintaining a clean and healthy environment, free from pollution, • Recruitment of highly qualified guest lecturers and lab assistants to stabilise the department for proper functioning is to be done and sanction of permanent post to the DPI is prayed for immediately, • Various workshops and seminars are to be carried out for the benefits of the student and staff of the department.
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Dr. Kinjalkina Biswas**Participation**

- Workshop on NAAC Assessment and Accreditation: Implementation at the Institution Level, organized by Internal Quality Assurance Cell, Ramakrishna Mission Vidyamandira with Financial Support from department of Higher Education, Govt of West Bengal, 13-14 July, 2015
- UGC sponsored State Level Seminar on Women's Empowerment and New Media, organized by Shri Shikshyantan College in Collaboration with Muralidhar Girls' College, 18th September, 2015
- Workshop for Orientation/Awareness programme on NAAC accreditation, organized by the West Bengal State Council of Higher Education in Collaboration with Calcutta University, 14.October, 2015
- One Day Inter College workshop on Internal Quality Assurance Cell (IQAC), organized by Sripat Singh College, IQAC, Jiagan, Murshidabad, 13 August, 2014
- UGC Sponsored two day national Seminar on Current Trends in Chemistry, organized by Department of Chemistry, Sripat Singh College, Jiagan, Murshidabad In Association with Dumkal College, Basantpur, Murshidabad, 23-24 December, 2013
- UGC Sponsored national Seminar on Women Empowerment and rural Deveopment: Role of Microfinance, organized by department of Economics & POitical Sceince, Berhampore Girls' College in collaboration with Union Christian Tarining Colge and District Rural Development Cell, Murshidabad Zilla Parishad, 23-24 November, 2013
- UGC Sponsored national Seminar on Cultural Studies: Theories and Praxes, , organized by department of English, Berhampore Girls' College in Collaboration with Department of English, University of Kalyani, 21- 22 september, 2013
- Two day National Workshop on Green Chemistry: A way to Sustainable Development, organized y Department of Chemistry, Sripat Singh College, Jiagan, Murshidabad sponsored by DST, New Delhi, 27-28 December, 2012
- Poster presentation on India- Australia International Workshop on Nano technology in Materials and Energy Applications, held at Jadavpur University , 29-31 december, 2011
- International conference on Fundamental and Applications of Nano science and technology, organized by school of Materials Science and Nanotechnology, Jadavpur University, 9-11 December, 2010
- Symposium on Acharya Prafulla Chandra Ray Memorial Symposium on Chemistry today (2010), organized by the Indian Chemical Society, 02-04 August, 2010
- Symposium on Acharya Prafulla Chandra Ray Memorial Symposium on Chemistry today (2010), organized by the Indian Chemical Society, 01-02 August, 2009

- **Resource person on National Service Scheme, Berhampore Girls' college on Plastic: Its Use and Abuse, sponsored by the Ministry of Education and Social Welfare, Government of India, 19.2.2009**
- **Paper presentation in the National Conference on Nano Science and Technology, organized by Centre for Nano science and Technology, Jadavpur University, 21.01.2005**

SEMINAR ATTENDED BY ALL FACULTIES, ORGANIZED BY MURALIDHAR GIRLS' COLLEGE:

- UGC Sponsored National Seminar on "Global Warming – A threat to the world", organized by Muralidhar Girls' College on 25.3.2008.
- National Seminar on Political Science and History, organized by Muralidhar Girls' College, Sept.8-9, 2011.
- National Seminar on Bengali, organized by Muralidhar Girls' College, Sept. 20-21, 2011.
- International Seminar on Education, organized by Muralidhar Girls, College, Nov.11-12, 2011.
- National Seminar on Economics, organized by Muralidhar Girls' College, Jan.4, 2012.
- International Seminar on Environmental Interface : An Interdisciplinary Approach Towards Sustainable Development, organized by Muralidhar Girls' College, May 3, 2013.
- Seminar on "Adventure Sports and Nature Study- Mountain for the millions" organized by Muralidhar Girls' College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014.
- Seminar on Consumer Awareness & Protection, organized by Muralidhar Girls' College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014.
- Seminar on "Prevention and Control of HIV/AIDS, organized by Muralidhar Girls' College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014.

Evaluative Report

Department of Film Studies:

- 1.Name of the Department: **Film Studies**
- 2.Year of establishment: **General -2005**
- 3.Names of the Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **Under Graduate Course(General streams)**
- 4.Names of Interdisciplinary courses and the departments/units involved : : **No Interdisciplinary courses**
- 5.Annual/Semester/ choice based credit system (programme wise): **Annual Examination System**
- 6.Participation of the departments in the courses offered by other departments: **N.A.**
- 7.Courses in collaboration with other universities, industries, foreign institutions etc.: **N.A.**
- 8.Details of courses/programmes discontinued (if any) with reasons: **N.A.**
- 9.Number of teaching posts:

Teaching Post	Sanctioned	Filled
Professors	--	--
Associate Professors	--	--
Asst. Professors	--	--
CWTT*	--	1
PTT**	--	--
Guest Lecturer	--	2

* CWTT - Contractual Whole Time Teacher

** PTT- Part Time Teacher

- 10.Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph.D. /M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Sarmisth Dutta Roy	M.A.	Part-time Lecturer	Scripting	9	--.
Sumanto Bandopadhyay	M.A.	Guest Lecturer	Scripting	4	--
Aditya Dhali	M.A.	Guest Lecturer	Film Society Movement in Bengal	1	--

- 11.List of senior visiting faculty: **NIL**
- 12.Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Course	Total Class /week	Class taken by Temporary Faculty/week	%
General Theory	14	7	50
General Practical	6	3	50

13. Student – Teacher Ratio (Programme wise)

Course	No. of Teachers	No. of Students	Student : Teacher Ratio
General	3	65	1:22

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **N.A.**

15. Qualification of teaching faculty with D.Sc./D.Litt./Ph.D./M.Phil./PG:

Qualification	No. of Faculty
PG	3
M.Phil.	--
Ph.D.	--
D.Litt.	--
DSC	--

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and the total grants received: **NIL**

18. Research Centre / Facility recognized by the Universities: **N.A.**

19. Publications: Table – 1 ***

Faculty	Papers Published in Peer Reviewed Journals		Papers		Publications in Intl. Database	Monographs	Chapter in Books
	Nat.	Intl.	Nat.	Intl.			
--	--	--	--	--	--	--	--

Publications: Table - 2 ***

Faculty	Books Edited	Books with ISBN / ISSN Numbers	Citation Index	SNIP	SJR	Impact Factor	H-Index
--	--	--	--	--	--	--	--

*** Details in Annexure No. V

20. Areas of consultancy and income generated: **N.A.**

21. Faculty as members in :

a) National Committees b) International Committees c) Editorial Boards... **NIL**

22. Student Projects:

a) Percentage of students who have done in-house projects including inter-departmental programme:) 3rd Year Students- 100% (Environmental Projects). All students of 2nd and 3rd year do in-house projects on topics taken from syllabus.

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / Other agencies: **N.A.**

23. Awards / Recognitions received by faculty and students: **NIL**

24. List of eminent academicians and scientists / visitors to the department:

NIL

25. Seminars / Conferences / Workshops organized and the source of funding:

NIL

a) National

b) International

26. Student profile programme / course wise:

Name of the Course/ Programme (refer question no. 4)	Application Received	Selected	Enrolled		Pass Percentage (%)
			M	F	
2010-11	90	30	--	26	84.14
2011-12	95	32	--	26	87.05
2012-13	105	35	--	36	92.57
2013-14	110	37	--	25	Studying in 3 rd year
2014-15	125	40	--	28	Studying in 2 nd year
2015-16	130	40	--	36	Studying in 1 st yr

27. Diversity of students:

Name of the Course	% of students from the same state	% of students from the other state	% of students from abroad
Three Year B.Sc. (General) Film Studies	100 %	--	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc.: **Data not available**

29. Students progression:

Student Progression	Against % enrolled
UG to PG	10-15% per year
PG to M.Phil.	Data not available
PG to Ph.D	Data not available
Ph.D to Post-Doctoral	Data not available
Employed Campus Selection Other than campus recruitment	Data not available Some of the passed-out students work in Media industry. (Exact Data not available)
Entrepreneurship/ Self-employment	Data not available

30.Details of infrastructural facilities:

- a) Library: **General library.**
- b) Internet facilities for Staff and Students: Available in the Media lab.
- c) Class rooms with ICT facilities : One smart class room that can be used in turn by all departments.
- d) Laboratories: One Media Lab.
- e) Equipment in the department : One 26" Sony LCD TV which is connected to a CPU as the monitor.
One video camera (Panasonic) along with a Pro memory card, tripod & an artificial light. DVDs of a no. of classic films.

31.Number of students receiving financial assistance from college, university, government or other agencies: -Already mentioned in the Hons. Departments

32.Details of student enrichment programmes (special lectures / workshops/ seminars) with external experts:

Sl. No.	Seminar Topic	Date	Speaker	Funding Agency
1	Impact of Partition on Indian Women as Reflected in Cinema	4.3.2015	Prof. Sanjay Mukhopadhyay	College Fund

33.Teaching methods adopted to improve student learning:-

- Screening of films is held regularly.
- Interactive sessions are held with active participation of students.
- Group teaching is held with the involvement of no. of teachers highlighting on different aspects of a complex and critical topic.
- Quiz is held on current films.
- Micro Teaching: Students take classes on topics covered in earlier classes.

34.Participation in Institutional Social Responsibility (ISR) and Extension activities: Mentioned in Hons. Departments.

35.SWOC analysis of the department and Future Plans:

Strength	The dept has a 26" Sony LCD TV which is connected to a CPU as the monitor. Dept also has a video camera (Panasonic) along with a Pro memory card, tripod & an artificial light. Dept has DVDs of a no. of classic films which are regularly screened in the class. Dept has more than 200 books. Dept has 3 young faculty members Students are very energetic, enthusiastic and keen to learn.
Weakness	Dept doesn't have any full-time faculty member. Dept doesn't have a non-teaching staff. Dept doesn't have any DSLR camera. Dept doesn't have a room with proper screening facility. Due to shortage of fund the department doesn't have

	<p>enough number of DVDs of classic & experimental films by filmmakers of India & abroad and a proper edit set-up. Dept doesn't have enough books both in English & Bengali, especially in Bengali as there is already a shortage of Bengali books as per syllabus.</p> <p>Due to shortage of fund, it becomes difficult to subscribe to international journals.</p>
Opportunity	<p>Students can go for PG (Masters) courses at JU & JNU, and other Universities offering the course.</p> <p>Students can study technical courses (PG Diploma) at SRFTI, Roopkala Kendra, FTII (Pune) etc.</p> <p>Students can join the industry as Assistant Director, Production assistants, executive producer of programmes in different channels.</p> <p>Students can get jobs in ad agencies and television channels.</p> <p>Students can direct films in both film & video format.</p> <p>After completion of M.A. in Film Studies one can join different colleges as guest faculties.</p>
Challenge	<p>With limited infrastructure, part-time teacher, guest faculties & a theory oriented syllabus it is a challenge for the dept to motivate the students to score well.</p> <p>Moreover, a general perception about cinema is entertainment & students do not have exposure of serious & experimental films. Hence it is bigger challenge for the dept to motivate the students to study about different film movements, genres, film theories & intricacies of film making that too with a view point different from their way of seeing cinema practiced hence before.</p>

Future Plan

- Organise seminars, workshops in collaboration with different depts. as well as colleges.
- With proper infrastructure students will be trained to make short fiction & non-fiction films regularly.
- Have a film library with both lending & viewing facility in the class.
- With better stock of books & journals (both in hard & soft format) & more screenings students will have a better knowledge of the subject.
- A career counselling cell in the department will be formed to guide the students about possibilities of getting jobs in different sectors.

Films by Sarmistha Dutta Roy

1. **180 Sekunden - Kolkata (2015); Produced by Goethe Institut, Germany**
2. **Ek Je Achhe Bahurupi (2015); Produced by Tribal & Folk Culture Centre, I & C Dept, WB Govt.**
3. **Ganga Action Plan - Kichhu Bhabna Kichhu Kotha(2007); Produced by FOSET**
180 Sekunden - Kolkata stood 2nd in the Popular Poll held by Goethe Institute

SEMINAR ATTENDED BY ALL FACULTIES, ORGANIZED BY MURALIDHAR GIRLS' COLLEGE:

- UGC Sponsored National Seminar on “Global Warming – A threat to the world”, organized by Muralidhar Girls’ College on 25.3.2008.
 - National Seminar on Political Science and History, organized by Muralidhar Girls’ College, Sept.8-9, 2011.
 - National Seminar on Bengali, organized by Muralidhar Girls’ College, Sept. 20-21, 2011.
 - International Seminar on Education, organized by Muralidhar Girls, College, Nov.11-12, 2011.
 - National Seminar on Economics, organized by Muralidhar Girls’ College, Jan.4, 2012.
 - International Seminar on Environmental Interface : An Interdisciplinary Approach Towards Sustainable Development, organized by Muralidhar Girls’ College, May 3, 2013.
 - Seminar on “Adventure Sports and Nature Study- Mountain for the millions” organized by Muralidhar Girls’ College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014.
 - Seminar on Consumer Awareness & Protection, organized by Muralidhar Girls’ College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014.
 - Seminar on “Prevention and Control of HIV/AIDS, organized by Muralidhar Girls’ College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014.
-

EVALUATIVE REPORTS OF THE DEPARTMENTS

VOCATIONAL

Evaluative Report

Department of Tourism & Travel Management:

- 1.Name of the Department: **Tourism & Travel Management**
- 2.Year of establishment: **B.A.(Major)- 1997**
- 3.Names of the Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **Three Year B.A.(Major)**
- 4.Names of Interdisciplinary courses and the departments/units involved: : **No Interdisciplinary courses**
- 5.Annual/Semester/ choice based credit system (programme wise): **Annual Examination System**
- 6.Participation of the departments in the courses offered by other departments: **N.A.**
- 7.Courses in collaboration with other universities, industries, foreign institutions etc.: **N.A.**
- 8.Details of courses/programmes discontinued (if any) with reasons: **N.A.**
- 9.Number of teaching posts:

Teaching Post	Sanctioned	Filled
Professors	--	--
Associate Professors	--	--
Asst. Professors	--	--
CWTT*	--	--
PTT	--	--
Guest Lecturer	3	3

* CWTT - Contractual Whole Time Teacher

** PTT- Part Time Teacher

- 10.Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph.D. /M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Dr. Ananya Mitra	Ph.D, MTM, M.Sc., PGD-HRM	Guest Lecturer	Tourism Geography, Sustainable Tourism	8	--

Bireswar Pradhan	MBA,M.A., 3Yrs Diploma in Hotel Management, 10 Months UNESCO supported certificate course on International Understanding of Human Unity, 10 Months Indology, certificate course (Ramkrishna Mission Golpark, Kolkata), Pursuing Ph.D from IGNOU.	Guest Lecturer	Tourism Marketing (Service Marketing)	10	--
Ananda Sanyal	B.A. (Travel & Tourism Management-Vocational), MTM (IGNOU), Foundation Diploma in Travel & Tourism Management (IATA)	Guest Lecturer	Tourism Marketing, Tour Operations, Tourism Products, International Travel Management	8	--

11.List of senior visiting faculty: **NIL**

12.Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Course	Total Class /week	Class taken by Temporary Faculty/week	%
Vocational (Major)	18	18	100%

13.Student – Teacher Ratio (Programme wise)

Course	No. of Teachers	No. of Students	Student : Teacher Ratio
Vocational (Major)	03	38	13:1

14.Number of academic support staff (technical) and administrative staff; sanctioned and filled: **N.A.**

15.Qualification of teaching faculty with D.Sc./D.Litt./Ph.D./M.Phil./PG:

Qualification	No. of Faculty
PG	3
M.Phil.	--
Ph.D.	1

D.Litt.	--
DSC	--

16.Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**

17.Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and the total grants received: **NIL**

18.Research Centre / Facility recognized by the Universities: **N.A.**

19.Publications: Table – 1 ***

Faculty	Papers Published in Peer Reviewed Journals		Papers		Publications in Intl. Database	Monographs	Chapter in Books
	Nat	Intl	Nat.	Intl			
Bireswar Pradhan	02	--	01	--	--	--	--
Dr. Ananya Mitra	02	01	12	02	--	--	01

Publications: Table - 2 ***

Faculty	Books Edited	Books with ISBN / ISSN Numbers	Citation Index	SNIP	SJR	Impact Factor	H-Index
--	--	--	--	--	--	--	--

*** Details in Annexure No. V

20.Areas of consultancy and income generated: **N.A.**

21.Faculty as members in :

- a) National Committees b) International Committees c) Editorial Boards...**NIL**

22.Student Projects

- c)Percentage of students who have done in-house projects including inter-departmental programme:

i) **3rd Year Students - 100 Percent (Compulsory Dissertation)**

ii) **3rd Year Students – 100 Percent (Environmental Project)**

- d)Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / Other agencies:

N.A.

23.Awards / Recognitions received by faculty and students: **NIL**

24.List of eminent academicians and scientists / visitors to the department: **NIL**

25.Seminars / Conferences / Workshops organized and the source of funding: **NIL**

- a) National
b) International

26. Student profile programme / course wise:

Name of the Course/ Programme (refer question no. 4)	Applications Received	Selected	Enrolled		Pass Percentage (%)
			M	F	
2010-11	15	15	--	15	100
2011-12	-	-	--	-	100
2012-13	5	5	--	3	100
2013-14	15	15	--	15	Studying in 3 rd year
2014-15	13	13	--	13	Studying in 2 nd year
2015-16	13	13	--	13	Studying in 1 st year

27. Diversity of students:

Name of the Course	% of students from the same state	% of students from the other state	% of students from abroad
Vocational (Major)	100%	--	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc.: **Data not available**

29. Students progression:

Student Progression	Against % enrolled
UG to PG (2015)	Data not available
PG to M.Phil.	Data not available
PG to Ph.D.	Data not available
Ph.D. to Post-Doctoral	Data not available
Employed • Campus Selection • Other than campus recruitment	Data not available
Entrepreneurship/ Self-employment	Data not available

30. Details of infrastructural facilities:

- Library: **General Library**
- Internet facilities for Staff and Students: **Yes**
- Class rooms with ICT facilities: **Yes**
- Laboratories: **N.A.**

31. Number of students receiving financial assistance from college, university, government or other agencies: **NIL**

32. Details of student enrichment programmes (special lectures / workshops/ seminars) with external experts: **NIL**

33. Teaching methods adopted to improve student learning:

Traditional methods are using to increase the interest about the subject

of matter. Sometimes, tourism related journal papers are used to create the interest about the matter of the subject.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: NIL

35. SWOC analysis of the department and Future Plans:

Tourism & Travel Management is the vocational base course. The main aim of the course is to develop the skills which are required in tourism industry. But syllabus is not up to date, the old syllabus is not supporting to present contemporary situation. At first, it is required to modify the syllabus which may be as per industry (Tourism).

Strength	<ul style="list-style-type: none"> This course helps the student to understand tourism and also creates interest to tourism industry. This course helps to fit students to achieve their goals. Passed students got employment opportunity in various service sectors in India as well as abroad
Weakness	<ul style="list-style-type: none"> Lack of awareness of tourism industry among people demotivates the students to admit in the Tourism course.
Opportunity	<ul style="list-style-type: none"> Employment opportunities in tourism sectors are increasing day by day.
Challenge	<ul style="list-style-type: none"> Our challenge is to provide efficient manpower to the tourism industry.

Future Plan

- Our future planning is to provide self confidence to student to achieve their goals through “Atithi Devo Bhava” and “Basudhiavo Kutumbakam” which are the mantras in Tourism Industry.

SRI BIRESWAR PRADHAN

SEMINAR ATTENDED:

1. Attended a one day (Date 8-9 December, 2006) National Symposium on Intellectual Property Rights jointly organized by MHRD and Netaji Subhas Open University, Kolkata
2. Attended three days (23-25th May, 2012) International Seminar on “Importance of early Indian Cultural Heritage in the making of the better World” held at Indian Museum, Kolkata in collaboration with NIOS (North America Institute for Oriental and Classical Studies, U.S.A)

3. Attended four days (16-19th January, 2013) International Seminar on Cultural Unity of India (Phase-I) held at Ramakrishna Mission Institute of Culture, Gol Park, Kolkata-700029
4. Attended three days (1st-3rd March, 2013) International Seminar on International Understanding for Human Unity: Past Lesson and Present Prospect held at Ramakrishna Mission Institute of Culture, Gol Park, Kolkata-700029

SEMINAR ATTENDED BY ALL FACULTIES, ORGANIZED BY MURALIDHAR GIRLS' COLLEGE:

- UGC Sponsored National Seminar on “Global Warming – A threat to the world”, organized by Muralidhar Girls’ College on 25.3.2008.
 - National Seminar on Political Science and History, organized by Muralidhar Girls’ College, Sept.8-9, 2011.
 - National Seminar on Bengali, organized by Muralidhar Girls’ College, Sept. 20-21, 2011.
 - International Seminar on Education, organized by Muralidhar Girls, College, Nov.11-12, 2011.
 - National Seminar on Economics, organized by Muralidhar Girls’ College, Jan.4, 2012.
 - International Seminar on Environmental Interface : An Interdisciplinary Approach Towards Sustainable Development, organized by Muralidhar Girls’ College, May 3, 2013.
 - Seminar on “Adventure Sports and Nature Study- Mountain for the millions” organized by Muralidhar Girls’ College, Kolkata in Collaboration with Indian Mountaineering Foundation (East Zone Committee) on 16th September, 2014.
 - Seminar on Consumer Awareness & Protection, organized by Muralidhar Girls’ College, Kolkata in Collaboration with Consumer Affairs & Fair Business Practices Department on 11th November, 2014.
 - Seminar on “Prevention and Control of HIV/AIDS, organized by Muralidhar Girls’ College, Kolkata in Collaboration with West Bengal State AIDS Prevention and Control Society on 18th November, 2014.
-

E. Post-accreditation initiatives

Action taken against NAAC Recommendation-1:

The mission of the college is the empowerment of women. Keeping this mission in view the college has set the specific objectives towards the overall development of the students and has made some strategic plans to implement those objectives.

OBJECTIVES

- Academic Excellence
- Capacity building through Co-curricular, Extra-curricular activities, Soft Skill Development and Career Oriented Training
- Development of social, moral, secular and ethical Values
- Creating the awareness of professional opportunity
- Awareness about Environment Sustainable development

Strategic Plans:

A. i) The student profile is studied thoroughly and different care is taken for slow learners and advanced learners. The slow learners are provided with remedial classes and tutorials. Faculty takes individual care for the slow learners and continuous monitoring is provided.

ii) Peer teaching is available and the advanced learners help the slow learners to keep pace with the curricular advancement.

iii) Advancement learners are provided with special tutorial classes and ICT aided resources and training.

iv) Students are provided with the books from general library, seminar library, morning library and INFLIBENT for e-resources. The college library also has a tie-up with the libraries of Calcutta University and Jadavpur University. Through peer-teaching the advanced learners can develop the ability of leadership and extending help to others.

v) The teachers regularly interact with the students even beyond the class-time and try to help in their academic performance leading to excellence.

B. i) For Soft Skill development the college has mainly focused in two areas keeping in mind the demand of the present job-market. Training in Spoken English and Basic Computer Skill are provided to all the students free of cost before and after the regular college time.

ii) The Development of Communication is also very important. The teachers in the class hours and also beyond it try to help the students in developing the communication skill and confidence through interaction, group discussion, extempore etc.

iii) Competitions are arranged in Debate, Extempore, and Quiz etc to boost up the confidence.

iv) The **Interactive Club** and other clubs help the students by regular meeting and performing various activities.

C. Development of social values helps the students to cope up with the community and environment. The college has an efficient **NSS Unit** through which the students participate in social outreach programmes. Through NCC also their training and skill develop and to mention here the college has the **NCC Unit** which is a quite a successful one.

D. career oriented training are imparted through professional bodies. A Career Counseling Cell exists in the college and the regular feature of this cell is to create awareness among the students regarding the career oriented training. College arranges different seminars and workshops in this area where the professionals from different fields train the students. Special emphasis is given to the weaker section and the **SC/ST students**. The college has an arrangement with the Jute Technology Dept, under the University of Calcutta, where the students can get practical training and preference are given to SC/ST candidates.

E.Career Counseling and placement cell of the college guide the students for future professions. The cell also provides information regularly regarding different opportunities for placement and profession. The college encourages the students to enter the job market, at the same time guides them to go for entrepreneurship too.

F. Self development is an utmost important part of student life. The students need to take care of health and fitness and regular trainings are necessary. **College has arranged training in Yoga, Table Tennis and regular practice in track and field for the development of health and fitness.** The college also has a facility of gymnasium which students use regularly. The NCC unit also helps the students to keep up with the fitness.

The **awareness of Environment** is equally important. This includes both physical and mental awareness. 'Go Green' club performs the activities regarding physical awareness. Taking some positive steps towards environmental cause is also done through NSS. This year (2015) the students insisted some of the Puja Pandals in South Calcutta and campaigned for 'Save Ganga' project.

The mental environment of the students needs to be taken care of. The teachers keep a regular vigilance to maintain a healthy atmosphere in college. Counseling of the students are done in different area among which personal counseling is also a part. Even the professional counselors are invited to conduct personal council for the students. The college also encourages in creative activities to maintain the healthy mental set up. Different cultural programmes are arranged by the students and also by the Students Union. All the students are encouraged to perform. The Cultural club, the Drama club etc give regular practice in this field. Competitions are also arranged in cultural

areas to encourage the students striving for excellence. An unique feature of the college is '**Ananda-Mela**'- an exhibition by the students where they can put up the stalls for anything they can make and they can sell the products too. The students can also prepare some food stuff to sell in 'Ananda-Mela'. Especially the students who are not so interested in creating an academic career, but have other creative abilities are encouraged to participate in it.

The mission of the college being Woman Empowerment, the faculty try to prepare the students in such a manner that would help them both in their personal and professional life.

Action taken against NAAC Recommendation-2:

The college also feels the necessity of introducing new courses. In the post NAAC period, a few courses have been introduced. Honours have been introduced in Botany and Sociology and Film-Study and Statistics – General courses have been opened in 2005-2006. In the same year Alternative English has also been introduced. The immediate plan is to apply for the opening of Chemistry Honours and Zoology General. The future plan is to open Masters Degree under the University of Calcutta in a couple of subjects.

The college already has a **self financing course-Travel and Tourism Management**.

The college has also started a **3 months basic Computer Application Course, free of cost**; in near future the college has a plan to open some self-financing courses in Information and Technology and Computer Application.

In addition, the College started its journey as a **Regular Study Centre (Code 28140) of Indira Gandhi Open University (IGNOU, New Delhi)**. Currently the College offers 11 Master Degree programmes, 1 Bachelor Degree program, 3 Post Graduate Diploma program, 1 Diploma program through IGNOU. UGC Add-On courses and many more programmes from IGNOU are in line of introduction by the College, very shortly.

Action taken against NAAC Recommendation-3:

In the post NAAC period the college has given a lot of emphasis for the accessibility of the students to computers. Of late the college has a proper Media and Computer Lab with 20 computers, where all the students can access computers with required software for their curriculum. All the Honours. Department also have desktop or laptops which are used by the faculty and students. The college has plan to provide more computer accessibility to both students and teachers, and to create a good computer centre.

A Career Counselling and Placement Cell also exist. Their primary duty is to create awareness among the students regarding career and profession. The Cell gives information, provides necessary training for career development, and arranges seminars and workshops initiating individual profession and institutions for guiding the students.

The college also takes care for the personal counseling of the students for creating a healthy atmosphere in the institution.

Action taken against NAAC Recommendation-4:

Student's feedback being very important element in addressing the student related matters properly; the college has designed a student feedback mechanism as per the instruction of UGC.

The college used to collect the Students Feedback verbally. The faculty was involved in taking Feedback from the students y interacting them in the class hours and beyond.

The formal mechanism for collecting Feedback is designing a form with relevant questions about all the arenas of the college. This form is also designed as per **UGC guidelines**. The forms are distributed and the students are encouraged to give their opinion freely and frankly. Then those feedback forms are collected and opened by the Principal and are analyzed with all the Head of the Departments. The analysis is also done with the Library and Office Staff. Finally decisions are taken for addressing the grievances and developing the situations suggested by the students. Of late the college has decided to go for another kind of feedback mechanism. Class representatives are chosen by the students from every year with whom the Principal goes for direct interaction. Sometimes some feedback forms are also given to them and the Principal directly finds out the feedback from the class representatives.

The feedback of the student is certainly helping the college in development in different areas.

Action taken against NAAC Recommendation-5:

The college has formalized of teachers and non-teaching staffs. IQAC initiated the process of filing the records related to upgradation of **Self-Appraisal facts and figures in a regular basis**.

Action taken against NAAC Recommendation-6:

The library of this college is quite resourceful. Besides a good number of books, good magazines, journals are also available in the library. **The library has been COMPUTERISED and accessing the resources has become easier.** The library gives access to e-resourced through INFLIBNET and the access has been given to students and teachers.

The library timing has been increased and the Staff are cordial and cooperative to help the students.

The library also has a discussion of Morning Library, which is basically a Test Book Library, especially to the students belonging from economically challenged class. The Syllabus Question Papers and guide books are also available, so that the students can prepare themselves as per the curriculum.

The Seminar libraries in all the departments are a part of main library. These seminar libraries also have good members of Text and Reference Books and the students can instantly get help from such resources.

The college has an institutional membership of the American Center Library and hence the students and the faculty can use all the resources there. The main Library of the College also has the link with the libraries of The University of Calcutta and Jadavpur University, hence giving the access to these libraries too.

Action taken against NAAC Recommendation-7:

The College has taken sincere efforts in inviting Donor Agencies and Research Organisations to develop a separate Research Centre on the campus with more action oriented projects and academic publication. In addition we are expanding networks and collaborative initiatives with Governmental and Non-Governmental Organizations at the local, national and international levels.

Action taken against NAAC Recommendation-8:

Being the affiliated to the Calcutta University (CU), there is **no scope to introduce Board-of-Studies for Tourism & Travel Management-Vocational (TTMV) by the College. As CU does not have any Board-of-Studies for TTMV**, the College Service Commission is in no position to send full-time faculty for this course.

F. Annexure

Annexure-I**Muralidhar Girls' College**

P-411/14, GARIAHAT ROAD, BALLYGUNGE, KOLKATA - 700 029

Ph. Office : 2464-1312

Principal : 2464-4371

Ref. No. 370/NAAC/NAC/SSR-CydcT

Certificate of Compliance

Date 23.12.2015

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that **MURALIDHAR GIRLS' COLLEGE** (Name of the institution) fulfils all norms

1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc.] and
3. The affiliation and recognition [if applicable] is valid as on date.

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date: 23.12.15

Place: KOLKATA

23.12.15

Principal/Head of the Institution
(Name and Signature with Office seal)

DR. KINJALKINI BISWAS
Principal
Muralidhar Girls' College
Kolkata - 700029

Annexure-II

Pin. 23236351, 23232761, 23237721
23234116, 23235733, 23232317
23236735, 23239437, 23239527

Extension No. 413 (CIP-I) Colleges;
UGC Website: www.ugc.ac.in
F. No. 1-1/2013 (CIP-IC)



विश्वविद्यालय अनुदान आयोग
बाहदुरशाह जफर मार्ग
नई दिल्ली-110 002
UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002

June, 2014

The Principal,
Muralidhar Girls' College
P-411/14, Garihat Road
Ballygunge, Kolkata – 700 029
West Bengal

26 JUN 2014

Subj: - Recognition of **Muralidhar Girls College, P411/14, Garihat Road, Calcutta – 29, Dist. Calcutta, West Bengal** under Section 2 (f) & 12 (B) of the UGC Act, 1956.

Sr,

With reference to your letter no. 152/UGC dated 23.05.2014 on the above subject, I am directed to say that the name of **Muralidhar Girls College, P411/14, Garihat Road, Calcutta – 29, Dist. Calcutta, West Bengal** established in the year of 1944, affiliated to **Calcutta University** is included in the list of Colleges maintained under Section 2 (f) & 12 (B) of the UGC Act, 1956 under the head **Non-Government College** teaching upto **Bachelor's Degree**.

Yours faithfully,

Charan Dass
(Charan Dass)
Under Secretary

Annexure-III

Quality Profile

Name of the Institution : Muralidhar Girls' College

Place : Ballygunge, Kolkata, West Bengal

Criterion	Criterion Score (Ci)	Weightage (Wi)	Criterion X Weightage (Ci x Wi)
I. Curricular Aspects	75	10	750
II. Teaching-learning and Evaluation	85	40	3400
III. Research, Consultancy and Extension	65	05	325
IV. Infrastructure and Learning Resources	65	15	975
V. Student Support and Progression	75	10	750
VI. Organisation and Management	70	10	700
VII. Healthy Practices	70	10	700
		100	$\Sigma C_i W_i = 7600$

$$\text{Institutional Score} = \frac{\Sigma C_i W_i}{\Sigma W_i} = \frac{7600}{100} = 76.00$$

Director
Director

EC/32/033

Annexure-IV

Peer Team Report of Cycle 1

DRAFT REPORT
ON
INSTITUTIONAL ACCREDITATION
OF

Muralidhar Girls College
Kolkata, West Bengal

February 16 – 17, 2004

National Assessment and Accreditation Council
Bangalore

**REPORT OF THE PEER TEAM ON THE INSTITUTIONAL ACCREDITATION
OF MURALIDHAR GIRLS COLLEGE
KOLKATA, WEST BENGAL**

Section – I : Preamble :

Muralidhar Girls College was established in July, 1940 as Ballygunj Girls College, which was renamed later as Muralidhar Girls' college is the name of its founder, Sri Muralidhar Bardopadhyaya. The college is situated in the heart of Kolkata city and was established with the aim of spreading education as a means of empowerment of women. The college was recognized by the UGC under 2(f) and 12(h) in 1974. It has been affiliated to the University of Calcutta since 1945.

The College has Arts and Science faculties, as two main streams with a total number of 15 departments. It has 10 Departments in Arts Faculty and 5 Departments in Science Faculty. It also offers one certificate programme. The faculty consists of 43 permanent teachers of which 16 have Ph.D. and 6 have M.Phil degrees. Besides, there are 23 part-time teachers and one temporary teacher. There are 33 administrative staff members in the College. The College has had an enrolment of 1400 students last year.

The institution has a **Central Library, Computer Centre, Health Centre, Canteen, Grievance Redressal Cell** besides facilities for **Sports, Audio-Visual Delivery Mode, LCD Projector, Public Address System, Public Telephone Booth**. The institution works under annual system. The dropout rate of students is around 10%. Its success rate is around 80%. The unit cost of education per student is Rs.10570/-.

The college has a Governing Body which consists of nominees of the university, state government teaching and non-teaching staff and other members of the academic community and, the Principal is the executive authority.

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The college volunteered for assessment and accreditation by NAAC, Bangalore and submitted its application in December, 2003. The NAAC constituted a peer team consisting of Prof. R.P. Karshik, former Member UGC, Professor, School of International Studies, Jawaharlal Nehru University, (Rtd.), New Delhi, as Chairperson, Prof. Sunil Kanta Behera, Dept. of Mass Communication and Journalism, Berhampur University, Berhampur, and Prof. D. Harinarayana, Director Incharge, School of Distance Education, Andhra University, Visakhapatnam as Members. The visit was coordinated by Dr. K. Rama, Deputy Adviser, NAAC.

The Peer Team after analysing the self-study report visited the college on 16th and 17th February, 2004. The team during its visit considered the existing infrastructural facilities of the college and the relevant documents made available. The team also interacted with the College Community consisting of Students, Faculty, Administrative staff Alumni and Parents. The observations of the team, criterion-wise are as follows :

Section – 2: Criterion-wise Analysis

Criterion – 1 : Curricular Aspects

The College offers UG courses in the two main streams of Arts and Science. The syllabi is prepared by the University of Calcutta and followed by the College. However, teachers of the college are members of the Boards of Studies in History, Journalism, Bengali and Education, which enables them to think of innovations in syllabus. While there is no freedom in the syllabi, the student is given the flexibility in choosing options. The college offers 11 options in Honours, 14 options in General B.A. and one programme under Self-Finance. The college was one of the first institution to introduce



Journalism and Mass Communication and later Psychology and Geography Honours. Both the disciplines are notable induction in their curriculum. The institution has further initiated some of the elective programmes that have relevance to the Job oriented Courses. The college is yet to take initiative to get feedback from the academic peers and employers on the teaching programmes of the college.

Criterion – 2 : Teaching, Learning and Evaluation

The College follows transparent admission policy, and admissions are based on academic records of the candidates on 'first come first served' basis. The academic calendar and prospectus are prepared in advance and communicated to the students in the beginning of the year. The medium of teaching is Bengali and English. The syllabus is divided into topics and taught according to the plan given in the academic calendar. The teachers prepare the teaching plans and execute them. The use of Audio-visual technology is also prevalent here. The College works for 252 days in a year out of which 217 are teaching days. The teaching-learning process is closely monitored by the Principal with the help of her team selected from faculty.

Keeping in view the inadequacy of the lecturing method, other, interactive methods are also included viz., Practical Classes, Projects, Special Assignments, Seminars, and Quiz. Holding Tutorials, and class tests are part of regular teaching method. Besides, remedial classes are also arranged for slow learners. Such classes are held beyond college hours at no extra charge to the student. The bright students are encouraged in the form of awards and prizes.

The teachers are recruited according to the UGC and Government regulations. However, the college is free to appoint adhoc / temporary teachers depending upon the requirement for

which payment will be made from its own funds. Teachers are deputed regularly to attend refresher courses and orientation courses for their academic development. The formal and informal meetings between the teachers and the Principal, the Principal – teachers and the students, provides a scope for close monitoring of the students' performance. The feedback from the students is analysed and corrective measures are taken to improve teachers' performance. Moreover, the parent teacher meet also aids teaching learning process. Teachers are available for both academic and personal counselling of students. With around 80% success rate, the college has its performance higher than University average.

Criterion – 3: Research, Consultancy and Extension

The college provides necessary support to teachers by sanctioning study leave to do research and improve their qualifications while in service. One teacher in the Department of English is pursuing her Ph.D. at Oxford University. One teacher in Economics is pursuing Ph.D in the area of Environmental Economics, which has relevance to the local area. Some teachers of Journalism and Mass Communication, Bengali, English, Education, Economics, Psychology and Travel and Tourism Management have published textbooks and research papers.

It is worth mentioning that the Department of English, Economics, Psychology and TTM have received funds for ongoing research projects from UGC, Shastri Indo-Canadian Institute and Department of Environment, Government of West Bengal. The students of J & MC and TTM are assigned project work as partial requirement of the degree which inculcates research aptitude in them.

The extension activities for the social upliftment by the NSS, NCC units and the Drama Club of the College need a special mention. The college conducts awareness programmes on environment, health, literacy with the active cooperation of NGOs and Government

Agencies. The college plays a vital role in the upliftment of the disadvantaged sections of the society by organising awareness campaigns on contemporary social issues.

Criterion - 4 : Infrastructure and Learning Resources

The college is located in a small plot of land in South Kolkata. The three-storied edifice with 24 rooms was constructed in 1957. An additional floor with 11 rooms was added later. The college has science labs, good library, computer lab, students' common room and gym. The library has 36,423 books besides 12 journals. The computerisation of the library is yet to pick up. There is no provision for inter-library loan facility. The college has a computer lab and administrative staff were given training with the help of CMC. Audio-visual aids, public addressing system, multi-media projector are also available. The existing infrastructure of the college is well managed with the help of development fund, building fund, rent from Andhra Bank extension counter located in the college and donations from other organisations. The Botany Department maintains a small botanical garden. The college does not have its own playground, instead it conducts its games and sports activities by sharing the playground of other institutions. A medical doctor, who is a member of the governing body offers free medical advice and provision is made for clinical check up and eye test. A doctor is available to attend the emergency cases. An alumnus of the college looks after Yoga and Karate.

Criterion - 5 : Student Support and Progression

The college has sufficient and well organised support services to ensure healthy growth of students. The prospectus is published annually. Admissions are made and the criteria for admissions are displayed on Notice Board and Prospectus of the college carries the same. The prospectus contains information relating to courses of study, fees, infrastructural availability,

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evaluation system, list of staff, list of awards and prizes, facilities offered by the college and composition of governing body. The institution offers financial aid to economically backward students in the form of full / half fee free studentship. Last year Rs. 86000/- was allocated towards Poor students' aid.

The college also provides free books and waives examination fees for needy students. Ninety two students were benefited in the last year out of this fund. The state government stipends for ST and SC students are also available. The teachers offer academic counselling to the students. The College has an Alumni Association which organised an Eye Testing Camp, Workshop on Drama, Seminar on Literature and an Exhibition of Handicrafts last year. The College has a well functioning Drama Club to improve students' cultural and debating skills, which won them laurels in many places.

The students also participate in the inter-college youth parliament and have won prizes for their excellent performance. Annual events cover music competition, publication of magazines, annual sports and cultural programmes. The students also organised programmes on national integration through songs and dances. NCC students participated in the Republic Day parades held both in Calcutta and Delhi. The Counselling cell in the college helps the students to face the professional world.

Criterion - 6 : Organisation and Management

The Principal is the executive head, who is guided by the Governing Body constituted on the guidelines of Statute of the Calcutta University. The Principal is assisted by the Heads of the Departments, the Head clerk and sometimes by the students' union. The teachers help the Principal in administration, while the administrative staff discharge their duties efficiently. The college funds are managed by the Financial Committee of the governing body. The Bursar is



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entrusted with all responsibility of finance and accounting. The fee structure which remained static for years was changed in 2001 and 2003 as suggested by the University and government. The Redressal Cell for which the Principal is in charge solves grievances of all sections of the college. Cordial relationship exists among management, staff and students. The annual budget of the college is 135.78 lakhs for 2003-04.

Criterion – 7: Healthy Practices

The college is following some healthy practices which are noteworthy:

- Dynamic leadership along with good interpersonal relationships among teaching, non-teaching staff and students. They help each other in the smooth functioning of the College.
- The College encourages self-financing courses of contemporary relevance and the resources earned through these courses are well utilised.
- The establishment of a Students' Cooperative Society, a gymnasium and a Yoga and Karate Centre validates the concern of the college for students' welfare and their physical and economic well-being.
- The NSS and NCC units of the college respond to the societal needs and are encouraged to organise socio-cultural awareness campaigns for the benefit of the socially and economically backward section of the society.

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SECTION - 3: OVERALL ANALYSIS

The College has been successful in translating its vision and goal - empowerment of women- by providing quality education to the girls of middle and lower middle class in Kolkata.

There are a number of features of Muralidhar Girls' College which reflect the quality assurance and standards that need to be commended. But it is necessary and appropriate to mention certain concerns of the Peer Team for the consideration of the institution.

The institution shall be commended for the following:

- i) The progress made by the college since its inception in 1940 and by its ability and determination to translate its vision and goals into reality in its pursuit of the advancement of knowledge in priority areas for the girls - empowerment of women.
- ii) Effective leadership and good interpersonal relationship resulting in efficient teamwork.
- iii) Smooth functioning of the tutor-ward system that facilitates the monitoring of the students, both academic and personal.
- iv) Facilitating role of the institution to promote students, teachers and society participation in socio-cultural awareness and developmental programmes.
- v) Encouragement provided to the teachers for research and updation of their qualifications and knowledge.

While appreciating the efforts of the college, the following suggestions/areas of concern need to be considered by the college authorities for the growth and development of the college.

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- While appreciating the overall mission of the college, which is empowerment of women, it is also felt that the college should identify specific objectives and make strategic plans to attain the same.
- The college may explore the possibility of introducing more course options. Further, to increase flexibility in course combinations it may also explore possibilities of introducing more self financing courses in upcoming areas like information technology, biotechnology, and computer application.
- The computer centre and access to computers and student support services like counselling and placement cell need to be strengthened.
- Formal mechanism for collecting feedback from students on the various aspects of their learning experience at the departmental/ institutional level may be instituted with seriousness.
- The self-appraisal and other appraisal mechanism of teachers and non-teaching staff need to be formalised.
- While the library has a significant collection, unless attention is paid to its proper maintenance and functioning, it will not be in a position to serve its clientele properly and effectively. Efforts should be made to computerise the library without any further delay.
- The college lacks initiative in reaching the donor agencies and other relevant research organizations for commencing academic programmes that may uplift its present status.
- The college must acquire permanent faculty in professional courses such as Travel and Tourism Management.

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The Peer Team thanks the members of the Governing Body, Principals, Faculty members, Administrative staff, and students for their cooperation in making the Peer Team's work feasible.

The Peer Team wishes the institution success in their future academic planning and endeavours.

Prof. R.P. Kaushik
(Chairperson)

R.P. Kaushik
17/2/04

Prof. Sunil K. Behera
(Member)

S.K. Behera
17/2/04

Prof. D. Harinarayana
(Member)

D. Harinarayana
17.2.04

I agree with the observations and suggestions made by the Peer Team in this Report.

Kolkata
17th February, 2004

Dr. Manjusha Tarafdar
17.2.04
Dr. Manjusha Tarafdar
Principal
Muralidhar Girls' College
Gariahat
Kolkata - 700019

Principal
Muralidhar Girls' College

Annexure-V

Publication of Faculties

Botany**Dr. Avishek Bhattacharjee****Publication:*****In Foreign Journals (37):***

1. Bandyopadhyay, S., Bhattacharjee, A. & S. Dey. 2015. (058–059) Proposals to add a new Recommendation and two Examples. *Taxon* 64(3): 656 – 657. [ISSN: 0040-0262]
2. Bandyopadhyay, S., Bhattacharjee, A., Bhattacharjee, B. & P. Lakshminarasimhan. 2014. (012–013) Proposals to add two new paragraphs to Rec. 40A and Rec. 9D. *Taxon* 63(1): 206 – 207. [ISSN: 0040-0262]
3. Bhattacharjee, A. 2012. Taxonomic notes on the genus *Cheirostylis* Blume (Orchidaceae) in India. *Candollea* 67(1): 31 – 35. [ISSN: 2235-3658]
4. Bhattacharjee, A. 2013. *Cheirostylis parvifolia* – a 'Jewel orchid' of Western Ghats and Sri Lanka needs conservation. *IUCN-SSC-OSG Orch. Conserv. News* 2: 4 – 5.
5. Bhattacharjee, A. 2013. A note on the identity of *Anoectochilus roxburghii* (Orchidaceae). *McAll. Int. Orch. Soc. J.* 14(6): 8 – 13. [ISSN: 1934-4880]
6. Bhattacharjee, A., Bhattacharjee, B., Bandyopadhyay, S. & P. Lakshminarasimhan. 2014. (014) Proposal to amend Rec. 31B.1. *Taxon* 63(1): 207. [ISSN: 0040-0262]
7. Bhattacharjee, A. & C.M. Sabapathy. 2010. A new species of *Zeuxine* Lindl. (Orchidaceae) from India. *Taiwania* 55(4): 342 – 345. [ISSN: 0372-333X]
8. Bhattacharjee, A., Dey, S., Bandyopadhyay, S. & P. Singh. 2015. (086) Proposal to amend Art. 9.19. *Taxon* 64(4): 862 – 863. [ISSN: 0040-0262]
9. Bhattacharjee, A. & H.J. Chowdhery. 2006. *Zeuxine pantlingii*, sp. nov. (Orchidaceae), a new species from India. *Sida* 22(2): 935 – 940. [ISSN: 0036-1488]
10. Bhattacharjee, A. & H. J. Chowdhery. 2010. *Zeuxine grandis* Seidenf. – an addition to the orchid flora of India. *Taiwania* 55(3): 315 – 317. [ISSN: 0372-333X]
11. Bhattacharjee, A. & H. J. Chowdhery. 2011. Transfer of *Anoectochilus tetrapteris* to *Odontochilus* (Orchidaceae). *Novon* 21(1): 20 – 22. [ISSN: 1055-3177]
12. Bhattacharjee, A. & H.J. Chowdhery. 2011. Lecto- and epitypification of *Goodyera hirsuta* Griff. (Orchidaceae). *J. Jap. Bot.* 86(3): 162 – 165. [ISSN: 0022-2062]
13. Bhattacharjee, A. & H.J. Chowdhery. 2012. On the status of two Indian species of *Zeuxine* (Orchidaceae). *Kew Bull.* 67(1): 97 – 102. [ISSN: 0075-5974]
14. Bhattacharjee, A. & H.J. Chowdhery. 2012. Notes on two species of *Goodyera* (Orchidaceae). *Kew Bull.* 67(3): 503 – 510. [ISSN: 0075-5974]
15. Bhattacharjee, A. & H.J. Chowdhery. 2012. The genus *Myrmechis* Blume (Orchidaceae) in India. *Richardiana* 13: 26 – 38. [ISSN: 1626-3596]

16. Bhattacharjee, A. & H.J. Chowdhery. 2013. Two frequently confused species of 'Jewel Orchid' (Orchidaceae - Goodyerinae) from India. *Taiwania* 55(3): 213 – 216. [ISSN: 0372-333X]
17. Bhattacharjee, A. & H.J. Chowdhery. 2013. Epitypification of *Goodyera affinis* Griff. (Orchidaceae). *J. Jap. Bot.* 88(5): 286 – 290. [ISSN: 0022-2062]
18. Bhattacharjee, A., & H.J. Chowdhery. 2014. Lectotypification of the name *Chrysobaphus roxburghii* (Orchidaceae). *Taxon* 63(5): 1114 – 1116. [ISSN:0040-0262]
19. Bhattacharjee, A., Chowdhery, H.J. & R.K. Bhakat. 2011. Lectotypification in *Zeuxine* Lindl. (Orchidaceae). *Taiwania* 56(2): 153 – 156. [ISSN: 0372-333X]
20. Bhattacharjee, A., Sahani, P.K., Chowdhery H.J. & G.S. Rawat. 2011. A new synonym of *Zeuxine grandis* (Orchidaceae). *Richardiana* 11(2): 98 – 103. [ISSN: 1626-3596]
21. Bhattacharjee, A. & S.K. Singh. 2011. On the occurrence of *Zeuxine bidupensis* (Orchidaceae) with discussion on its identity. *Richardiana* 11(3): 122 – 128. [ISSN: 1626-3596]
22. Bhattacharjee, B., Bandyopadhyay, S., Bhattacharjee, A. & P. Lakshminarasimhan. 2014. (011) Proposal to add a new Recommendation to Rec. 30A. *Taxon* 63(1): 206. [ISSN: 0040-0262]
23. Krishna, G., Bhattacharjee, A. & P. Venu. 2011. *Zeuxine clandestina* Blume (Orchidaceae) – a rare orchid from West Bengal, India. *Richardiana* 11(4): 164 – 171. [ISSN: 1626-3596]
24. Krishna, G., Bhattacharjee, B., Bandyopadhyay, S., Bhattacharjee, A. & P. Lakshminarasimhan. 2014. (015) Proposal to add a new paragraph to Rec. 40A. *Taxon* 63(1): 207. [ISSN: 0040-0262]
25. Kumar, A., Bhattacharjee, A. & P. Venu. 2012. On the distribution of *Zeuxine lindleyana*, an endemic orchid of India. *Richardiana* 12(4): 194 – 200. [ISSN: 1626-3596]
26. Kumar, A., Bhattacharjee, A., Venu P. & Y.V. Rao. 2013. *Zeuxine reflexa* King & Pantl. – a report on its occurrence and conservation status in India. *Richardiana* 13: 283 – 294. [ISSN: 1626-3596]
27. Kumar, P., Gale, S.W., Kocyan, A., Fischer, G.A., Romero-González, G.A., Averyanov, L., Borosova, R., Schuiteman, A., Bhattacharjee, A., Li, J., Hu, A.Q. & K.S. Pang. 2014. *Gastrochilus kadooriei* (Orchidaceae), a new species from Hong Kong, with notes on allied taxa in section *Microphyllae* found in the region. *Phytotaxa* 164 (2): 091 – 103. [ISSN 1179-3155]
28. Kumar, R., Bhattacharjee, A., Singh, S. & S. Sharma. 2014. A rare species of *Calanthe* R. Br. recorded for the first time from India. *Telopea* 16: 213 – 217. [ISSN: 0312-9764]
29. Lawkush, Bhattacharjee, A. & H.J. Chowdhery. 2013. Lectotypification of *Herminium gracile* G. King & R. Pantling (Orchidaceae). *Richardiana* 14(2): 19 – 22. [ISSN: 1626-3596]
30. Madhavan, M.K., Bhattacharjee, A. & S. Nampy. 2014. Rediscovery of *Zeuxine rolfiana* King & Pantl., a 'Critically Endangered' endemic Indian orchid from Andaman and Nicobar Islands, with a note on its typification. *Ann. Bot. Fennici* 51: 409 – 413. [ISSN: 0003-3847]

31. Ormerod, P. & A. Bhattacharjee. 2014. The generic identity of *Zeuxine pulchra* King & Pantl. (Orchidaceae: Goodyerinae). *Phytotaxa* 191(1): 177 – 180. [ISSN 1179-3155]
32. Ramana, V., Prasanna, P., Venu, P. & A. Bhattacharjee. 2011. Some critical notes on *Leonotis nepetifolia* (L.) R. Br. var. *africana* (P. Beauv.) J.K. Morton (Lamiaceae). *Taiwania* 56(3): 254 – 256. [ISSN: 0372-333X]
33. Singh, S.K., Bhattacharjee, A., Kumar R. & P. Efimov. 2014. Lectotypification of *Habenaria dyeriana* King & Pantl. (Orchidaceae). *Ann. Bot. Fennici* 51: 267 – 271. [ISSN: 0003-3847]
34. Singh, S.K., Kumar, R., Bhattacharjee, A. & S. Sharma. 2015. *Eria merguensis* Lindl. (Orchidaceae) – a new addition to the Indian flora. *Telopea* 18: 171 – 176. [ISSN: 0312-9764]
35. Srivastava, R.C. & A. Bhattacharjee. 2012. Les orchidées du Nord-Est de l'Inde : inventaire actualisé et conservation. *Richardiana* 12(3): 116 – 150. (In French) [ISSN: 1626-3596]
36. Tian, H. Z., Bhattacharjee, A., Kumar, P., Hsu, T. C. & H. Æ. Pedersen. 2014. Neotypification of *Zeuxine agyokuana* Fukuy. (Goodyerinae, Orchidoideae, Orchidaceae) with a new synonym. *Ann. Bot. Fennici* 51: 101 – 105. [ISSN: 0003-3847]
37. Tian, H. Z., Cheng, Z.Q., Hu, A.Q., Bhattacharjee, A. & Q.X. Liu. 2014. A new synonym of *Odontochilus saprophyticus* (Goodyerinae: Orchidoideae: Orchidaceae). *Taiwania* 59(2): 193 – 196. [ISSN: 0372-333X]

In Indian Journals/proceedings (23):

1. Agrawala, D.K., Chowdhery H.J. & A. Bhattacharjee. 2009. *Goodyera biflora* (Lindl.) Hook.f. - An interesting Jewel Orchid from Kumaun Himalaya, Uttarakhand. *J. Non-Timb. Forest Prod.* 16(2): 155 – 157. [ISSN: 0971-9415]
2. Agrawala, D.K., Chowdhery H.J. & A. Bhattacharjee. 2010. Is *Pecteilis rawatii* Kumar & Veldkamp (Orchidaceae) - a valid species?. *Indian J. Forest.* 33(3): 443 – 444. [ISSN: 0971-9431]
3. Agrawala, D.K., Chowdhery, H.J., Sabapathy C.M. & A. Bhattacharjee. 2012. Novel method of making Botanical Illustrations with special reference to Indian Orchids. In: Maiti, G. & S.K. Mukherjee (Eds.), *Multidisciplinary Approaches of Angiosperm Systematics (Proceedings of XVIII Annual Conference of IAAT)* 1. University of Kalyani, Kalyani, pp. 306 – 312 (ISBN: 978-93-5067-867-1).
4. Bhattacharjee, A. 2012. Jewel Orchids of India. In: Mukherjee, P.S., I. Biswas & P. Mallick (Eds.), *Biodiversity the natural wonder – issues and concerns*. Levant Books, Kolkata, pp. 91– 95 (ISBN: 978-93-80663-61-6).
5. Bhattacharjee, A. & B. Bhattacharjee. 2013. Botanical Nomenclature – concept, history and its journey to Melbourne Code. *Petals* 1(2): 27 – 34. [ISSN: 2321-5070]
6. Bhattacharjee, A. & H.J. Chowdhery. 2008 (publ. 2009). *Odontochilus clarkei* Hook.f. – a new record for Sikkim. *J. Orchid Soc. India* 22(1–2): 59 – 61. [ISSN: 0971-5371]

7. Bhattacharjee, A. & H.J. Chowdhery. 2009. Notes on *Zeuxine bidupensis* Aver. (Orchidaceae) in India. J. Non-Timb. Forest Prod. 16(2): 158. [ISSN: 0971-9415]
8. Bhattacharjee, A. & H.J. Chowdhery. 2012. Jewel Orchids of India – an overview. In: Maiti, G. & S.K. Mukherjee (Eds.), Multidisciplinary Approaches of Angiosperm Systematics (Proceedings of XVIII Annual Conference of IAAT) 2. University of Kalyani, Kalyani, pp. 554 – 556 (ISBN: 978-93-5067-867-1).
9. Bhattacharjee, A., Chowdhery, H.J., Agrawala, D.K. & C. M. Sabapathy. 2010. *Zeuxine affinis* (Lindl.) Benth. ex Hook.f. – first report of its occurrence in Arunachal Pradesh. Indian J. Forest. 32(4): 649 – 652. [ISSN: 0971-9431]
10. Bhattacharjee, A., Chowdhery, H.J. & D.K. Shah. 2009. Bharat Ke 'Jewel Orchid'. Banaspati Vani 18: 88 – 91. (in Hindi) [ISSN: 0975-4342]
11. Bhattacharjee, A. & R.K. Bhakat. 2008. Pollinarium morphology of some Indian members of subtribe Goodyerinae Klotzsch (Orchidaceae). Indian J. Forest. 31(2): 295 – 298. [ISSN: 0971-9431]
12. Bhattacharjee, A. & R.K. Bhakat. 2010. Lectotypifications in *Goodyera* R. Br. (Orchidaceae). Rheedea 20(2): 73 – 75. [ISSN: 0971-2313]
13. Bhattacharjee, B., Lakshminarasimhan, P. & A. Bhattacharjee. 2013. Ghans aur uski upyogita. Banaspati Vani 21: 98 – 99. (in Hindi) [ISSN: 0975-4342]
14. Bhattacharjee, B., Lakshminarasimhan, P., Bhattacharjee, A., Agrawala, D.K. & M.K. Pathak. 2013. *Vernonia amygdalina* Delile (Asteraceae) – An African medicinal plant introduced in India. Zoo. Pr. 28(5): 18 – 20. [ISSN 0971-6378 (Print); ISSN 0973-2543 (Online)]
15. Bhaumik, M. & A. Bhattacharjee. 2010 (publ. 2012). On the Occurrence of two rare species of *Odontochilus* Blume (Orchidaceae) in Arunachal Pradesh, India. Bull. Arunachal Forest Res. 26(1-2): 68 – 72. [ISSN: 0970-9487]
16. Chowdhery, H.J. & A. Bhattacharjee. 2006. *Asystasia indica* sp. nov. (Acanthaceae), a new species of the genus *Asystasia* Blume from west Bengal, India. Indian J. Forest. 29(2): 211 – 215. [ISSN: 0971-9431]
17. Chowdhery, H.J., Bhattacharjee A. & D.K. Agarwala. 2007. *Didymoplexis* Griff.- a rare and interesting genus of saprophytic orchid in India. Indian J. Forest. 30(1): 113 – 120. [ISSN: 0971-9431]
18. Das, D., Bhattacharjee, A., Biswas, I. & A. Mukherjee. 2004. Foliar Characteristics of some Medicinal Plants of Zingiberaceae. Phytomorphology 54 (3-4): 291 – 302. [ISSN: 0031-9449]
19. Dash, P.K., Bhattacharjee, A., Kumar, P. & P. Mohapatra. 2015. *Cheirostylis* Blume (Orchidaceae), a new generic record for Eastern Ghats, India. J. Threat. Taxa 7(1): 6826 – 6829. [ISSN: 0974-7907 (online); 0974-7893 (print)]
20. Majumdar, J., Bhattacharjee, A., Das, C. & R. Mukhopadhyay. 2010. Phytoliths of Ferns V: in some Horsetails. Indian Fern J. 27(1-2): 78 – 87. [ISSN: 0970-2741]

21. Paul, T.K. & A. Bhattacharjee. 2008. *Cheirostylis yunnanensis* Rolfe – A rare orchid recorded from West Bengal for the first time. BSI-ENVIS Newslett. 13 (1): 7. [ISSN: 0974-1992]
22. Pramanik, A. & A. Bhattacharjee. 2012. 'Andaman-Eulophia' in the roof-top garden of Central Botanical Laboratory, Howrah. BSI-ENVIS Newslett. 17(1): 3. [ISSN: 0974-1992]
23. Ramana, M.V., Tagore J.K. & A. Bhattacharjee. 2012. Report of two medicinal and aromatic gingers from Andaman and Nicobar Islands, India. J. Threat. Taxa. 4(5): 2582 – 2586.[ISSN: 0974-7907 (online); 0974-7893 (print)]

Paper Accepted:

In foreign Journals (1):

1. Bhattacharjee, A. 2015. A new species of *Amitostigma* (Orchidinae, Orchideae, Orchidoideae, Orchidaceae) from India. Phytotaxa: [ISSN 1179-3155], In Indian Journal (3):
2. Bhattacharjee, A. & P. Lakshminarasimhan. 2015. *Panax bipinnatifidus* Seem. Needs protection in Tiwari Gaon – Mayudia area of Lower Dibang Valley, Arunachal Pradesh. BSI-ENVIS Newslett.: [ISSN: 0974-1992]
3. Kumar, R., Bhattacharjee, A., Singh, S.K. & S. Sharma. 2015. *Cheirostylis griffithii* Lindl. – An uncommon species of terrestrial orchid found for the first time in Mizoram, India. BSI-ENVIS Newslett.: [ISSN: 0974-1992]
4. Bhattacharjee, A. & S., Bandyopadhyay. 2015. Title of thesis with scientific name of plants– Problem faced by students after Ph. D. registration in India. Curr. Sci. [ISSN 0011-3891]

Books/ Book-Chapters under Publication:

1. Bhattacharjee, A. & H.J. Chowdhery. 2015*. Revision of the subtribe *Goodyerinae* in India (Flora of India Fascicle). Botanical Survey of India, Kolkata (in press*)
2. Bhattacharjee, A. ----. Orchidaceae (*Anoectochilus*, *Cheirostylis*, *Erythroides*, *Goodyera*, *Herpysma*, *Hetaeria*, *Myrmechis*, *Odontochilus*, *Rhomboda*, *Zeuxine*). In: Lakshminarasimhan, P. (ed.), Flora of West Bengal, vol. 4. Botanical Survey of India, Kolkata. (Manuscript submitted to Botanical Survey of India on 14.07.2011 for publication)
3. Bhattacharjee, A. & A.A. Ansari. ----. Lauraceae. In: Lakshminarasimhan, P. (ed.), Flora of West Bengal, vol. 5. Botanical Survey of India, Kolkata. (Manuscript submitted to Botanical Survey of India on 20.09.2011 for publication)

Dr. Sangita Das Choudhury (Roy)

Publication:

1. Bandyopadhyay Subir, Avishek Bhattacharjee & Sangita Dey 2015. Proposals to add a new Recommendation and two Examples to Rec. 46D. Taxon 64(4): 862-863. (ISSN No. 0040-0262 , Impact factor 3.051) (August 2015)

2. Dey Sangita and Suman Halder Typification in the genus *Fimbristylis* (Cyperaceae) Vahl in *Annales Botanici Fennici* 52:224-232.2015 (ISSN No. 0003-3847 Impact factor 0.771) (July 2015)
3. Kar Sutrishna, Sangita Dey and Paramjit Singh 2015. Epitypification of *Festuca arundinacea* (Poaceae) in *Phytotaxa* 195(1):90-93. (ISSN No. 1179-3155 Impact factor 1.376) (January 2015)
4. Halder Suman, Sangita Dey, Anant Kumar and Potharaju Venu 2014. Lectotypification of *Fimbristylis tenera* (Cyperaceae) in *Phytotaxa* 188(5):287-291. (ISSN No. 1179-3155 Impact factor 1.376) (December 2014)
5. Dey Sangita & Parigi Venkateswara Prasanna 2013. Lectotypification of *Scleria alta* and *Schoenus nemorum* (Cyperaceae) in *J. Japanese Botany* 88(4):212-215. (ISSN No. 0022-2062) (August 2013)
6. Dey Sangita & Parigi Venkateswara Prasanna 2012. Typifications of *Rhynchospora hookeri* Boeck., *Rhynchospora longisetis* R. Br. and *Rhynchospora rubra* (Lour.) Makino (Cyperaceae) in *Candollea* 67(1):45-50. (ISSN No. 0373-2967 Impact factor 0.44) (July 2012).
7. Dey Sangita & P. V. Prasanna 2010. The tribe *Rhynchosporae* Nees (Cyperaceae) in India in *Rheedea* 20(1):1-19. (ISSN No. 0971-2313) (April 2010).

Dr. Tinku Ghosh

Publication:

1. Paper: Comparative taxonomic studies of four species *Barleria* L., (Tribe *Justicieae* sensu Benth, & Hook, f., -*Acanthaceae*) of North East India. Seminar proceedings ISBN; 978-93-5067-867-1 PUBLICATION CELL UNIVERSITY OF KALYANI WEST BENGAL, Year of publication- 2012

Dr. Debarati Nag Roy

Publication:

1. *International Journal of Toxicology and Industrial Health* (2013), "Antimutagenic and Genoprotective effects of *Saraca asoca* Bank Extract, Vol.31 (8), 696-703, ISSN – 0748-2337

Economics

Prof. Dr. Anita Chattopadhyay Gupta

Research Project:

1. Involved as an Associate Researcher in an International Shastri Applied Research Project which is in collaboration with Simon Fraser University, British Columbia, Canada and funded by Shastri Indo-Canadian Institute (L'Institut Indo-Canadien Shastri). The topic of this project is: "Assessing Environmental Management Options to Achieve Sustainability in the Shrimp-Mangrove System in the Indian Coastal Zone of Bay of Bengal" from 2003-2005. The total funding of the project was \$ 103.
2. Principal Investigator of UGC Minor Research Project entitled "Does a trade-off exist between biodiversity and profitability: comparison between Digha and Bakkhali fisheries" from 2011. The total funding of the project was Rs.1 lakh.

Paper Presentation:***International Conferences***

1. Presented a paper titled "Emergency Management Stakeholders: Life Skill Education in the Context of Disaster Management" at the 5th International Conference on Life Skills Education during 20-22 February, 2014 at Loyola College of Social Sciences, Thiruvananthapuram, Kerala.
2. Presented a paper titled "An investigation into the relationship between biodiversity and Profitability" at the International Biennial Scientific Conference of International Society for Ecological Economics and Rio+20 during 16-19 June, 2012, at Rio de Janeiro, Brazil.
3. Presented a paper titled "Fish Biodiversity and Profitability: An Ecological-Economic Model in Search of a Tradeoff" at the International Conference on Economics and Natural Resource Management held in Cape Town during 21st and 22nd May 2009.
4. Presented a paper titled "An Empirical investigation into the Relationship between Fish Biodiversity and Profitability" at the 15th International Economic Association World Congress, June 25-29, 2008, in Istanbul, Turkey.
5. Presented a paper titled "Bioeconomic Modelling Towards a Quest for Sustainable Fishing " at the 9th International Biennial Scientific Conference of International Society for Ecological Economics during 15-18 December, 2006, at India Habitat Centre, New Delhi.
6. Presented a paper titled "Impact of Fish Harvest on Biodiversity in Digha Fishery of Eastern India at the 14th International Economic Association World Congress, August 29-September 2, 2005, in Marrakech, Morocco.
7. Presented a paper titled "Optimal harvest of fisheries resources in the presence of fish biodiversity: case study of Digha estuary in India" at the 8th International Biennial Scientific Conference of International Society for Ecological Economics during 11-14 July, 2004 at Palais des Congres/Montreal Convention Centre, Montreal, Quebec, Canada.

National conferences:

1. Presented a paper titled "Exploring the relationship between fish biodiversity and Profit maximisation" on 13-14th January, 2014 at the UGC sponsored **National** seminar organized by Department of Economics with Rural Development, Vidyasagar University.
2. Presented a paper titled "Is Environmental Ethics and Sustainable Development Complementary?" at the UGC sponsored National seminar organized by Department of Education, SGM, Kolkata in collaboration with Ramakrishna Mission Institute, Kolkata on 2nd March, 2007.
3. Presented a paper titled "An Investigation Into The Relationship Between Fish Biodiversity And Profit Maximisation" at the Fifth National Biennial Conference of the Indian Society for Ecological Economics (INSEE) held on 21-23 January, 2009 at the Gujarat Vidyapeeth, Ahmedabad.
4. Presented a paper titled "Fish biodiversity of Digha Fishery in Eastern India: An Empirical Analysis" on 3-4th June, 2005 at the 4th Biennial

National Conference of The Indian Society For Ecological Economics seminar organized by Indira Gandhi Institute of Development Research.

5. Presented a paper titled “ Aspect of Trade, Unemployment and Welfare in a Small Open Economy” at the 16th National Conference of the Bangiya Arthaniti Parishad (Bengal Economic Association) held in Jadavpur University, Kolkata, in February, 1996.
6. Presented a paper titled “India’s Structural Adjustment Programme – A Review” at the 13th National Conference of the Bangiya Arthaniti Parishad (Bengal Economic Association) held in Salt Lake Bidhannagar College, Kolkata in February, 1993, which was later published in their journal.

Publication:

International Level Publications:

1. “Bioeconomic Fishery Management: Changing Paradigms Towards Eco-system Based Management” in S.Dinda edited "Handbook of Research on Climate Change Impact on Health and Environmental Sustainability." IGI Global,USA, forthcoming.
2. “Dimensions of Good Governance: An Empirical Study” in R.C.Das edited Handbook of Research on Globalisation, Investment and Growth- Implications of Confidence and Governance, IGI Global,USA (ISBN 978-1-4666-8274-0) jointly with Chhanda Mandal.
3. “Fish Biodiversity of Digha Fishery in Eastern India : An Empirical Analysis”, in P.Kumar and B.S. Reddy edited Ecology and Human Well Being, Sage Publications India Pvt. Ltd.2007.(Jointly with Rabindra Nath Bhattacharya).
4. Issues in Groundwater Management with Special Reference to Climatic Change” published in ‘Report of the International Workshop-cum-Training Programme on Water Resource Management for Sustainable Development’ held at Hyderabad on 2-15 November, 2009 by Afro-Asian Rural Development Organisation, New Delhi.
5. “An Investigation into the Relationship between Fish Biodiversity and Profit Maximization,” in J. Bandyopadhyay, K. Chopra and N. Ghosh edited Environmental Governance; Approaches, Imperatives and Methods, Bloomsbury Publishing India Pvt Ltd., 2010.
6. “Bioeconomic Modelling for Fish Biodiversity and Profitability: An Ecological Economic Analysis in Search of a Trade Off”. Book published by Lambert Academic Publishing House, Germany, 2010.
7. “Emergency Management Stakeholders: Life Skill Education In The Context of Disaster Management” published in ‘Life Skills and Maximising Potentials of Youth- Proceedings of the 5th International Conference on Life Skills Education’, Indian Association of Life Skills Education’, Indian Association of Life Skills Education, Loyola College of Social Sciences, February 20-22, 2014.
8. “Bioeconomic Fishery Management: Changing Paradigms Towards Ecosystem-based Managemen” in S. Dinda edited, Handbook of Research on Climate Change Impact on Health and Environmental Sustainability, IGI Global, forthcoming.

9. "Dimensions of Good Governance- An Empirical Study," in R. Das edited, Globalization, Investment, and Growth-Implications of Confidence and Governance, IGI. Global, forthcoming.

National level publications:

1. "India's Structural Adjustment Programme: A Review" published in Artha Beekshan, Vol.2, No.1, June 1993 (Jointly with K.Gupta).
2. "The Structuralist Approach to Macro Economics – The Taylor Model Revisited" published in The Indian Economic Journal, Vol.43, No.1, July-September, 1995. (Jointly with B. Chatterjee).
3. "Aspect of Trade, Unemployment and Welfare in a Small Open Economy" published in Conference Volume, 16th National Conference, Bangiya Arthaniti Parishad, Department of Economics, Jadavpur University, February 17 and 18, 1996.

State-level Journal Publications:

1. "Eco-system based management: Changing Paradigms?" published in Eco-Echoes Vol XV/2015 by Xavier's Economics Society.
2. "Economics of Sustainable Fishing: Changing Perspectives" published in Mahishadal Journal of Economics in its Annual Number 2003.

Prof. Chhanda Mandal

1. "Dimensions of Good Governance: An Empirical Study" in R.C. Das edited Handbook of Research on Globalisation, Investment and Growth- Implications of Confidence and Governance, IGI Global, USA (ISBN 978-1-4666-8274-0, jointly with Dr. Anita Chattopadhyay Gupta).

History

Prof. Chandrakala Dutta

Publication:

1. 'Women in Core Sciences, Technology and Medicine; Bengal 1849-1949' pub in The 'Other' Universe- An Anthology of Women's Studies Centre, Lady Brabourne College, Kolkata, Feb.2015, ISBN: 978-93-80677-73-6.
2. A Dialogue Between Colonial and Post Colonial Bengal: An Exceptional Mother and Daughter in Search of Science', presented at- 23rd Conference of the International Association of Historians of Asia 2014, Pub in- Asian History, Historiography and Heritage: Managing Experiences and Future. 23-27 Aug, 2014 Conference Proceedings, vol-1 ISBN 978-967-0474-76-2, Printed in Malaysia by UUM Press, University Utara Malaysia 06010 UUM Sintok Kedah Malaysia.

Paper Presentation:

1. Some Preliminary Observation on Scientific, Technical and Medical Education in West Bengal, 1947-1957, Indian History Congress, 74th Session, Ravenshaw University, Cuttack, 28-30 December, 2013.

Sri Avirup Sinha

1. 'Binodini Dasi and her Age: Actress, Proscenium Theatre and Bengali Society, pub in journal Slices of the Past by Gautam Basu and Sinjini Gan Chowdhury, July 2014, ISBN-978-93-84080-26-6.

Sri Arup Chakraborty

1. 'Moghal Harem: Ekti Oitihassik Parjalochona' pub in Musings 22nd

Nov.2014, ISSN-0975-80541.

Psychology

Smt. Sanchita Ghosh

Publication:

1. Self-Image, temperament and character profile of junior reality television show performer (Co-author with Prof. Pritha Mukhopadhyay) published in Indian Journal of Health and Wellbeing Vol. 6, Issue 1, Jan., 2015 (ISSN 2229-5356 , e-2321- 3698).
2. Stress and its Management (Co-author with Prof. Pritha Mukhopadhyay) published in Behavioral Science in Management Practice. (Ed. Prof. Sibnath Mazumdar & Prof. Sharmistha Banerjee. Published by- Department of Business Management & Academic staff college, University of Calcutta, 2014, ISBN 978-81-927807-1-9.
3. Aggressive Orientation and Psychiatric Morbidity of Hindus and Muslims: An Exploratory Study (Co-author with Dr. Sanjukta Das) published in Glimpses into Behavioral Science: Methods and Theme in Practice. -A Selection of ASC-CU Refresher Course Lectures (Ed. H.N Gupta & J. Basu, Dept. of Applied Psychology, C.U. Published by- UGCASC-CU (2005).
4. Reading motivation and Academic Achievement of tribal students in Tripura (Co-author: Dr. Debdulal Dutta Roy) Abstract published in Conferences Schedule International Conference on Innovative dimensions of Applied Psychology: Counselling for development (National Institute of Technical Teacher's Training and Research, Chennai, February 16-18, 2006) Text book: Helps to the Study of Psychology (W.B.C.S Exam, paper I and II) (Co-author: Supti Banerjee) 2009.

Smt. Dipanjana Chatterjee

Publication:

1. Domestic violence: a review (ISBN- 978-93-82304-38-8).
2. Internalizing disorder of childhood leads to externalizing behaviour problem in adulthood: (978-81-7074-349-1).
3. Street children: a review of their condition from psychological perspective (publication under process).

Smt. Chaiti Dasgupta

Publication:

1. Dasgupta, C. & Dasgupta, M. (2014). "Maturity of the evolving self": Is it a function of age? – A quest through the Positive Lenses of Psychology. Journal of Positive Psychology, 3(1), 77-103. (ISSN-2249-6254).
2. Dasgupta, C. (2014). 'Art as a tool of autism intervention: A case study approach.' Indian Journal of Developmental Disabilities, 2 (2), 146-155. (ISSN-23197951).

Smt. Srabosty Dey

Publication:

1. A study of ethical leadership, organizational commitment And locus of control among the Junior and Senior Rank IT Professionals Indian Journal of Health and Wellbeing, 2229 – 5356.
2. Entrepreneurial Potential and Emotional Intelligence of Potential

Entrepreneurs. Global Research Analysis 2277 – 8160.

3. Some Correlates of Pro – Environmental Behaviour Journal of the Indian Academy of Applied Psychology (Special Issue). 0019 – 4247.
4. Quality of Work Life as a determinant of Mental Health: A study on IT Employees, The International Journal of Indian Psychology 2348 – 5396.

Smt. Bithi Ahiri

Publication:

1. Paper in a journal -- ISSN 0971-2755 -- Ramakrishna mission institute of culture –international in—the spiritual logo in the vision of psychoanalysis—2014.
2. Paper in a journal-- ISSN 2326-9863—science publishing group—international-- revisiting Tagore's "shishubholanath" in the light of psychoanalysis—2015.
3. Paper in a journal-- ISSN 2319 7951—Indian institute of psychology—a qualitative research approach to disability and positivism—2014.
4. Chapter in a book—ISBN 978 93 83368 68 6—Sanskrit pushtakbhandar—national—globalization an autobiographical approach—2015.

Dr. Sangita Sinha Dev

Publication:

1. Sanyal, N and Sinha (2000): Aging the present scenario, aging and society- The Indian Journal of Gerontology, x No. I & II, 43- 52.
2. Sanyal, N and Sinha,S (2003) :Adjustment, loneliness and locus of control of institutionalized and non-institutionalized aged women- The Dhaka University Journal of Psychology, 27, 69- 76.
3. Sanyal, N, Dasgupta, M and Sinha,S (2008) : loneliness ,Life satisfaction and Adjustment of institutionalized and non institutionalized aged women aging and society:- The Indian Journal of Gerontology, Vol XVIII NO III AND IV, 27-42.
4. Sanyal, N, Dasgupta, M and Sinha,S (2011) : Generativity, Attachment style, Personal meaning in life and related Psychosocial variables across the developmental Trajectory:- The Indian Journal of Psychology and Education, Vol I, NO I, 41-57.

Sanskrit

Prof. Sampriiti Biswas

Publication:

Research Journal:

1. “श्रीमद्भगवद्गीतायाः प्रकृतिपुरुषतत्त्वम्” - Anvīkṣā (March 2013), Research Journal of the Dept. of Sanskrit, Jadavpur University. (ISSN: 0587-1646). Page no. -227-230.
2. “Causal relation in Indian philosophy”- Anvīkṣā (March 2014), Research Journal of the Dept. of Sanskrit, Jadavpur University. (ISSN: 0587-1646). Page no. -308.

Research oriented Books:

1. “Indian geography as revealed in kiṣkindhākāṇḍa of the Rāmāyaṇa”- वैदुष्यालोकः (Name of the book), Tapan Shankar Bhattacharyya (Ed.) Sanskrit Book Depot. ISBN: 978-93-81795-53-8. Page no. -87.

2. “न्यायवैशेषिकनये पाकजप्रकरणम्”- निबोधनी (Name of the book) Tapan Shankar Bhattacharyya (Ed.) Sanskrit Pustak Bhandar. ISBN: 978-93-83368-65-5. Page no. -154.

Paper Presentation:

National Seminar:

1. “Geography as revealed in kiśkindhākāṇḍa” at “All India Oriental Conference” (A.I.O.C) organized by Dept. of Sanskrit Gauhati University from 1st to 4th January, 2015.
2. “Ethics lies between Satyam and Ṛtam” at National Seminar, Titled “Redefining Ethical Values through Indian Literature” organized by CAS, Phase II, Dept. of Sanskrit, Jadavpur University from 10th to 12th March, 2015.

Departmental Seminar:

1. “श्रीमद्भगवद्गीतायां प्रकृतिपुरुषतत्त्वम्” at departmental Seminar, on “Indian Philosophical Thoughts and their Relevance in Modern Times” organized by Dept. of Sanskrit, Jadavpur University on 22nd March, 2013.

Smt. Devasmriti Jana

Publication:

1. “Ancient Terracotta Sculpture in Tamralipta”- Journal of Indian Society of Oriental Art, International Journal Vol. XXVII. (2010)
2. “Riti : Prachin Bharatiyo Sahitye O Shilpokolay” - Anvikṣā (March 2009) Vol. XXX, Research Journal of the Dept. of Sanskrit, Jadavpur University.
3. “Shilaidaha Parva : Rabindra-Chitrakalar Ek Alokito Prekshapat” - Anvikṣā (March 2008) Vol. XXIX, Research Journal of the Dept. of Sanskrit, Jadavpur University.

Sociology

Prof. (Dr.) Uttara Maity

Publication:

1. Maity, U. (August 2013): Adhunik o Jhukipurno Samaj, Mon, Journal of Social Science and Contemporary Issues, 5th Edition, Vol. No. 2, Directed Initiative, Kolkata, ISSN 2279-0136.

Prof. Atrayee Saha

Paper Presentation:

1. Feb. 2015 Employment Generation in Rural India: A Case Study from Rajasthan, presented in International Conference on ‘Economic Reforms, Growth and Sustainable Development: Changing Role of Institutions’ organised by Department of Economics, Central University of Kerala.
2. Dec. 2014 NREGA and Social Inclusion, presented in National Social Science Conference 2014 on ‘Development Challenges in Developing Nations during Post-Globalisation Period: Social Science Perspective’, organised by Babasaheb Bhimrao Ambedkar University, Lucknow.
3. Dec. 2011 Labour Migration: Turkish Immigrants in Germany, presented in the 37th All India Sociological Conference organised by Indian Sociological Society.

4. Dec. 2011 How Real is the Independence of Youth?, presented in the 37th All India Sociological Conference, organised by Indian Sociological Society.
5. Nov. 2011 Forms of Integration: A Case study of Turkish Integration in German, presented in the European Studies' Programme Final Conference on 'Thinking Europe/Thinking India' and published in the book of European Studies' Programme: 'Research Papers on Fieldwork in Europe 2011'.

Journalism And Mass Communication

Prof.(Dr.) Indrani Raha

Publication:

A chapter in a book:

1. "Television Sangbadikata", a vernacular book on Television Journalism, Edited by Santosh Debnath, Page 162

Papers in Peer Reviewed Journals:

1. Women's Response to Electronic Media- A Comparative Study of Urban and Rural Women in West Bengal – Communication Today, Light House of Media Professionals- A bilingual media quarterly, Vol-12, No -3, July-Sept. 2010, Edited and Published by: Dr. Sanjeev Bhanawat, University of Rajasthan, Jaipur ISSN 0975-217X.
2. Film Education- An Essential Part of Media Education – Media Watch Journal, Centre for Communication Studies, Vol-.1, No.-2, July-Dec. 2010, Edited by Dr. R.C.Pattanaik, Puri, Odisha. ISSN 0976-0911.

Papers in Non-Peer Reviewed Journal:

1. Photography as a means of Communication – a paper published in the book with seminar proceedings – Vivekananda College, Thakurpukur, 2011.
2. Science Communication and Media Writing – a paper published in the book with seminar proceedings – Derozio Memorial College, 2012.

Prof. Shashi Subba

Publication:

Peer Reviewed

1. Paper published in the Book "Voice of Social Media in Democracy: An Anthology, Chapter 14, pp102-111, ISBN 978-81-7522-584-8, Editor: Dr. Mausumi Bhattacharya, Published on January, 2014, Publisher Dr.Ramkumar Mukhopadhyay, Director, Grantha Vibhaga.

Conference Presentations, Papers, Posters And Proceedings:

1. Paper presented on the title "The affect of cronyism in youngster psychology, a reality check" in the International seminar held on "Crony Journalism: Redefining Journalistic Practices " organized by Centre for Journalism and Mass Communication, Visva- Bharati, Santiniketan, India in association with Indian Council of Social Science Research, New Delhi, India on 18th-19th January, 2014.
2. Paper presented on the title "The affect of Television and New Media in Youngster Behavior and Psychology" in the National Seminar held on "Gender and Democracy in North East India" organized by Department of Political Science, Gauhati University, India with partial

Assistance from Indian Council of Social Science Research, New Delhi, India on 4th-5th March, 2014.

3. Paper presented on the title "The new path of Media: From network Literacy to convergence, change and Consciousness" in the National Seminar held on "Role of Social Media in democratisation/pluralisation of media" organized by Centre for Journalism and Mass on 7-8th April, 2014.

Smt. Paramita Pal

Professional:

1. May 2015 I have been rendering my service as a casual News Editor in All India Radio- Akashvani FM News Section since May 2015 (previously from Nov 2006- March 2008)
2. Freelance soft story writer in AAJKAAL in the year of 2005
3. Copy writer in ETV Bangla News in the year of 2006
4. News coordinator & writer in BANGLA LIVE (An e-news under Chatterjee Group of companies) in the year of 2007-09

Smt. Nabanita Kundu

Publication:

1. Articles in the Bengali Sports magazine 'KHELA' in 2006 – 2008. The articles based on World Cup Football, Sachin Tendulkar, Yuvraj Singh and other sporting events and personalities.
2. Articles in Bengali newspaper 'Aajkal' and evening tabloid 'Sandhya Aajkal' on sports in 2006 - 2008.
3. Articles in the magazine, based on television, named 'Telekatha' in 2007.
4. An article on Wimbledon Tennis Tournament in the Sports magazine 'All Star Sports' in 2013.
5. Since December 2012 hosting the sports programme, 'Kridangan' of All India Radio, Kolkata.

Bengali

Dr. Niharkanti Mandal

Publication:

Books Reviewed:

- i. Dash-ti Galpo: Anishchay Chakraborty, Published in Karukatha (Magazine), 2013.
- b. Ayla Samay Asamay: Utpalendu Mandal, Published in Karukatha (Magazine), 2014.

Article published:

- i. Prasanga: Ishwar Gupta O Manabotabad, Published in Kabita Simanta, 2012

Prof. Shukla Pathak

Publication:

Articles Published:

1. Shreema Bhashita, Research Project, R.K.M., Goal Park, 2011.

- ii. mar Adarsha Amar Prerna, Utsarito Alo, Akshar Prakashani, 2011. A

Education**Prof. (Dr.) Indira Sur****Publication:*****Research Journal:***

1. "Social Rehabilitation of Drug Addicted University Students", 'ANWESHA' ISSN-0973-5895, Vol-5, Jan, 2010.

Book/ Chapter in Book:

1. "Social Rehabilitation of female alcoholic college student with spiritual classes", An Exploration of Research in Education, ISBN 978-1-943730-09-4, Pg.no.1-4.
2. "Ekadasher Siksha Bigyan", ISBN 978-1-943730-01-8.
3. "Uchha Madhyamik Siksha Bigyan", ISBN 978-1-943730-28-5, Published by Rabindra Library.

Prof. (Dr.) Minati Saha**Publication:*****Research Journal:***

1. "Naïve Theory of Teaching: A Comparison Between Experienced and Prospective Teachers", National Journal of Education, ISSN 0972-9569. Vol. X, No. 2, July 2006 (Page 111-119), Published by Faculty of Education, Banaras Hindu University.
2. "Quality Assurance and Improvement in Teacher Education", Journal of Education and Development, ISSN 2248-9703. Vol. 2, December 2011 (Page 12-16). Published by Jakir Hossain B.Ed. College, Murshidabad, west Bengal, India, Pin-742225.
3. "Role of Parents in Preventing Juvenile Delinquency in Adolescence", Sikshachintan, ISSN 0973-5461. Vol. 6 July 2012 (Page 127-132). Ramakrishna Mission Sikshana Mandira, CTE, Belurmath, Howrah-711202, West Bengal, Kolkata.
4. "Peace Education an emergent need in India: Strategies suggested by trainee teachers And experienced teachers", Sikshachintan ISSN 0973-5461. Vol. 7 December 2013. Published by Ramakrishna Mission Sikshana Mandira, CTE, Belurmath,
5. "Successful Coping to Stress: A Pertinent Need of Present Teachers", Journal of Education and Development ISSN 2248-9703. Vol. 2, No. 4, December, 2012 (Page 216-221). Published by Jakir Hossain B.Ed. College, Murshidabad, west Bengal, India, Pin-742225.
6. "Felt need of Guidance And Counselling by Secondary teachers", Sikshachintan ISSN 0973-5461. Dec.2014. Vol.8. Ramakrishna Mission Sikshana Mandira, CTE, Belurmath, Howrah-711202, West Bengal, Kolkata.
7. "Need for activity based approaches in teacher education programme", Journal of Educational Thoughts ISSN 2348-1714. Vol.1, No.1, March-2014. Nathulal Das B.ED College, P.O. Aurangabad Dist Murshidabad, West Bengal
8. "Creating Humane Teachers: NCFTE 2009", Journal of Knowledge, ISSN- 2321-791X. Vol.2, No.3 March-2014 Page 74. Auragabad B.ED College, P.O. Aurangabad Dist Murshidabad West Bengal.
9. "Comparison between icon model and traditional mode of teaching by secondary school teachers", Journal of knowledge, ISSN: 2321-791X.

June-2014, Vol.2, No.4. Auragabad B.ED College, P.O. Aurangabad Dist Murshidabad, West Bengal

10. "Alarming consequences of skewed gender ratio in India", Journal of Educational Thoughts, ISSN: 2348-1714. Vol.1, No.2, June- 2014. Nathulal Das B.ED College, P.O. Aurangabad Dist Murshidabad, West Bengal.
11. "Economic Empowerment of women", Journal of Educational Thoughts, ISSN-2348-1714. Vol.1, No.1, March-2014. Nathulal Das B.ED College, P.O. Aurangabad Dist Murshidabad, West Bengal.

Book/ Chapter in Book:

1. 'Uccha-Madhyamik Adhunik Siksha- Sarani', A Higher Secondary Text-Book on Education (In Bengali). 2004, 2005, 2006. Published by Bichinta Bhaban.
2. 'Uccha-Madhyamik Sikshabiyan', Published by Rajya Pustak Parshad, ISBN- 978-81-247-0746-3, July, 2014
3. "Women Empowerment: An Emergent Need", Chapter in the book: "Emerging issues on women Empowerment", ISBN 978-93-82420-20-0. 2013. Kunal Books, New Delhi-110002.
4. "Prospective impact of 'Right to Education' on higher education", Chapter in the book: "Higher education in India, ISBN: 978-81-8211-1110. 2012-2013. West Bengal Government College Teachers' Association, Kol 73.
5. "Women empowerment towards increase in gender ratio and maintaining environmental sustainability", Chapter in the book : "Women Empowerment and environmental sustainability" ISBN-978-81-922902-5-6. October, 2013. Shimurali Sachinandan College of Education, West Bengal.
6. "Assessing the progression of Environmental Awareness through Existing School Based curriculum", Chapter in the book "Impact of Environmental Education on Daily Life" ISBN-978-81-922902-6-3. 17th Oct. 2013. Shimurali Sachinandan College of Education, West Bengal.

Paper Accepted:

1. "Consequences of implementing right to education 2009: As viewed by secondary school teachers", Evolving Horizons, ISSN 2319-6521. Satyapriya Roy College of Education. (Accepted).
2. "Economic empowerment of Women: A way to empower India", Journal of Education and Development, ISSN 2248-9703. Jakir Hossain B.Ed. College, Murshidabad, west Bengal, India, Pin-742225 (Accepted).

English

Prof. (Dr.) Madhumita Ghosh

Publication:

Books Published:

1. For All You Lovely People, Sanbun Publishers, New Delhi 2012 ISBN 978-93-82393-09-2
2. Pebbles on the Shore, Cyberwit.net, Allahabad 2013 ISBN 978-81-8253-368-4
3. Flowing with the River, Gnosis(Authorspress) New Delhi, 2013

ISBN 978-93-81030-61-5

4. William Blake: A Prophet for Mankind, Authorspress, New Delhi 2013
ISBN 978-81-7273-750-4

5. My Poetry My Voice, Authorspress, New Delhi, 2015
ISBN 978-81-7273-968-3

Published in Anthologies and Anthologies Edited:

1. Love in Verses, ed. Dr.Madhumita Ghosh and Mrs.Kavitha Rani
Cyberwit.net, Allahabad, 2012
ISBN 978-81-8253-276-2
2. Musings: A Mosaic, ed. Dr.Madhumita Ghosh and Kavitha Rani
On Fire, Bangalore 2012
ISBN 978-93-5067-860-2
3. Inlinks, ed. Dr.Madhumita Ghosh, Dr.A.V.Koshy, Dr.Zeenath Ibrahim and Rukhaya MK, Cyberwit.net, Allahabad 2013
ISBN 978-81-8253-371-4
4. Indus Valley: A National Collection of English Poems, expresspublications.com, Palakkad, Kerala 2012
ISBN 978-81-923656-0-2
5. I am a Poet: An International Collection of English Poems, expresspublications.com, Palakkad, Kerala 2013
ISBN 978-81-923656-0-3
6. Indo-Australian Anthology of Contemporary Poetry, Vibrant Voices, Authorspress, New Delhi 2013
ISBN 978-81-7273-783-2
7. Delightful Dickens: Some Tributes, YKing Books, Jaipur 2013
ISBN 978-93-82532-08-8
8. Lovelets: Words for the Heart, All About Books Global, Kolkata 2013
ISBN 978-81-925690-6-2
9. The Awakening of She, A Collection of Poetry, Authorspress, New Delhi 2014
ISBN 978-81-7273-825-9
10. Brian Wrixon Books, Blurb, Canad
Winter
<http://www.blurb.com/b/4953349-winter-poetry>
pp 52, 53, 2013, ISBN 978-1-927682-75-3
11. Spring
<http://www.blurb.com/b/5158944-spring-poetry>
pp 48,49, 2014, ISBN 978-1-927682-81-4
12. Summer
<http://www.blurb.com/b/5389628-summer-poetry>
pp 44,45, 2014, , ISBN 978-1-927682-96-8
13. Autumn
<http://www.blurb.com/b/5590584-autumn-poetry>
pp51, 52 , 2014, , ISBN 978-1-927682-99-

Other Books of individual Authors Edited, with Foreword

1. Love Simply by Payal Pasha, On Fire Publications, Bangalore, 2012

ISBN 978-81-924763-0-8

2. Poetry Out and Loud by Sujata Parashar,
Authorspress, New Delhi 2013

ISBN 978-81-7273-733-7

iii. Soulful Symphony by Meenakshi M.Singh, Gnosis,
New Delhi 2013

ISBN 978-93-81030-62-2

Papers Published:

1. William Blake: A Modern Poet in Comsomath vol.3 no.2 September 2000 published by Netajinagar Day College, Kolkata
2. Eliot's Preludes, A Study, in Comsomath..... published by Netajinagar Day College, Kolkata
3. Rabindranath Tagore's Red Oleanders and William Blake, in Journal of the Department of English, University of Calcutta, vol.xxix nos. 1 & 2 2001-2002.
4. Tagore, Blake and Menippean Satire, in Literature and Criticism, The Literary Society of India, Calcutta, vol.3 May 2003.
5. Rereading William Blake and Rabindranath Tagore in the 21st century, in Comsomath, vol.6 no.1 September 2003, published by Netajinagar Day College.
6. Children's Poems: William Blake and Rabindranath Tagore, in To Times in Hope: Essays in Memory of Professor S.C.Sengupta, Subodh Chandra Sengupta Foundation 2006.
7. Indian English Poet Rabindranath Tagore: An English Connection in Galaxy: International Multidisciplinary Research Journal vol.I issue II April 2012. ISSN 2278-9529.<http://www.galaxyimrj.com/V1/n2/Madhumita.pdf>
8. The Anniversary, a poem in Rupkatha Journal on Interdisciplinary Studies in Humanities, Poetry Section, page 715, vol.3 no.4 2011 ISSN 0975-2935
9. http://rupkatha.com/V3/n4/25_Poetry_V3N4.pdf
10. Ut Pictura Poesis: William Blake and John Keats, in LangLit, Vol.1, Issue 4, ISSN 2349-5189
11. <http://www.langlit.org/issue4/14.%20Dr.%20Madhumita%20Ghosh.pdf>
12. Theory of Imagination, in Lang Lit, Vol. 2, Issue 1, ISSN 2349-5189
13. <http://langlit.org/files/volume2/issue1/Articles/3.Dr.%20Madhumita%20Ghosh.pdf>
14. Short story, An Absurd Ghost Story in online journal Episteme, Vol. 4(2), September 2015.
15. http://www.episteme.net.in/index.php?option=com_phocadownload&view=category&id=100:short-story&Itemid=595
16. Poems I am your Daughter, Mask Unmasked, The Mountain Stream, translation of Tagore's Tomar Khola Hawa, under the section Contemporary Women Poetry in online journal Episteme, Vol.4 (2) September 2015.

http://www.episteme.net.in/index.php?option=com_phocadownload&view=category&id=98:special-contemporary-women-poetry&Itemid=595

Prof. (Dr.) Madhumanti Maitra**Publication:**

1. Textual Role of Music in Specific Films: Journal of the Department of English, University of Calcutta. (Volume 2 No.3-4) December 2012 issue. A peer reviewed international journal. Index No. ISSN 2249-4537).
2. Monsoon and Tagore: Romanticism and Beyond: Charubak: Rabindra Bharati Patrika. May, 2012.
3. The Dominance of Musical Contexts in Literary Texts: Rabindra Bharati Patrika, peer reviewed journal, ISSN 0975-0037, August 2013.
4. Text and Context Interface between Literature, Cinema and Music in Tagore 's Charulata and Manihara. pp(213-217). Name of book: Discovering Tagore's Approach to Education through his Music, Art and Literature. Kala Prakashan , Varanasi, Vol I, ISBN - 978 - 93 - 81698 - 914, 2013.

Prof. (Dr.) Safiul Islam**Publication:**

1. "The Wretched of India: The Socio-cultural Space for the Untouchables in Arundhati Roy's The God of Small Things." The Criterion: An International Journal in English. Vol. III, Issue II. June 2012. ISSN 0976-8165
2. "“WHAT’S YOURS IS MINE AND WHAT’S MINE IS ALSO MINE’: A FEMINIST READING OF ARUNDHATI ROY’S THE GOD OF SMALL THINGS.” International Journal of English and Literature (IJEL).Vol. 2, Issue 3. Sep 2012. page -110-119. ISSN 2249-6912.
3. "The Socio-economic Space for the Underprivileged in Arundhati Roy's Screenplay In Which Annie Gives It Those Ones." Galaxy: International Multidisciplinary Research journal. Vol. I. Issue. IV. October 2012. ISSN: 2278-9529.

Paper Presentation:

1. Presented a paper on "National Integration and Rabindranath Tagore" in the National Seminar on "India's Language Diversity & National Integration", held on April 20 & 21, 2010, organized by The Aligarh Movement, Aligarh Muslim University.

Smt. Aparna Singh**Publication:**

1. "Constructing the Nation in Monica Ali's Brick Lane." Modernism vis a vis Post Modernism : A Sojourn. Seminar Proceedings. (ed.) Anjan Dasgupta. Howrah: Imprint, 2010. Print. 41-49
2. "Women and Nation in Rabindranath Tagore's Gora." Shifting Identity: Constructions and Re-constructions of the Feminine in Indian Literatures. (ed.) Sutapa Chaudhuri. Kolkata: Books Way, 2011. Print. 97-105
3. "Rediscovering Innocence through Experience: The Tales of Akbar and Birbal." Miles to go...Vol I. (ed.) Sukla Chakrabarti.

- Kolkata: Teachers' Council Muralidhar Girls' College, 2012. Print. 22-26
4. "Absence in Mahesh Dattani's *Bravely Fought the Queen*." *Muse India*: Issue 49: May-June 2013. <<http://www.museindia.com/regularcontent.asp>
 5. "Bama's Sangati and Karukku." *Muse India*: Issue 53: Jan-Feb 2014. <<http://www.museindia.com/regularcontent.asp>
 6. "Floating Notions of Selfhood in *The Namesake* and *Jasmine*." *Variegated Narratives of Indian English Fiction*. (ed.) G.A Ghanashyam and Prasanta Chakravarty. Jaipur: Aadi Publications, 2014. Print. 199-208
 7. "Voicing the Marginalized: The Poems of Meena Kandasamy." *Pursuits Vol.XII*. (ed.) W. S. Kottiswari. Kerala: Post Graduate Department of English & Research Centre for Comparative Studies, Mercy College, 2014. Print. 70-84
 8. "Cultural Schizophrenia in *I Shall Not Hear the Nightingale*." *The Criterion*: Vol V: Issue VI. 2014. <<http://www.the-criterion.com>
 9. "The Inscrutable Americans and An American Brat: Living the American Dream." *International Journal of Multifaceted and Multilingual Studies*: Vol I, Issue V. 2015. <<http://www.ijmms.in>

Paper Presentation:

1. A paper entitled "Dalit Literature as Counter Discourse: Epics and Marginality" was in International seminar conducted by Bharati Vidyapeeth University, Pune in the month of February 2015.
2. A paper entitled "Constructing the Nation in Monica Ali's *Brick Lane*" was presented in a UGC sponsored National Seminar organized by the Department of English St. Joseph's college in the month of March 2012.

Smt. Manjima Biswas

Publication:

1. 'The Soul Survivors: Voices of Black American Women in Alice Walker's *Meridian*' in *Contemporary Discourse* Vol 6 Issue 2, July 2015, ISSN 2976-3686
2. 'Translations in *Tamang Selo: An Anthology*, Jadavpur University Press, January 2015. ISBN: 978-93-83660-05-6

Smt. Madhumita Saha

Publication:

1. Shakespearean influences in Nineteenth-Century Bengali drama: A study in the works of Michael Madhusudan Dutt and Girish Chandra Ghosh.' *Renaissance and Modern Shakespeare's. Avant Garde Press for SSEI and Tagore Gandhi Institute, Kolkata, 2005.*
2. 'Transcending Barriers: A Survey of the works of Khalil Gibran'. *Studies in American Literature Journal*. American Information Resource Center. Vol. 4. Kolkata: January 2006.
3. 'Shakespeare in nineteenth-century Bengal: A Pedagogical Perspective' *International Journal of Cultural Studies and Social*

Sciences (IJCS &SS) ISBN 23474777 to be published in November 2015.

4. Translated narrative poems of Patua's from Bengali into English published as an anthology titled Village of Painters: Narrative Scrolls of Bengal by Frank J. Korom, Museum of New Mexico Press, Santa Fe: 2006.

Geography

Dr. Satarupa Roy

Publication:

1. Roy. S and Basu R. 2010. An Appraisal of the Roadside Storage System of Solid Waste Disposal in the City of Kolkata. Indian Journal of landscape System and Ecological Studies, ISSN 0971-4170
2. Roy. S 2011. Scope of Tourism in Fishing Spot of Henry Island in Sunderban. Indian Journal of landscape System and Ecological Studies, ISSN 0971-4170
3. Roy. S 2007. Globalized Issues of Women in Economic Geography, Seminar proceeding of a State Level Seminar in Serampore Girls' College.

Paper Presentation:

1. Presented a research paper in International seminar on "Poverty and Development in South Asia", on January 11-13, 2007, Department of Geography, University of Calcutta.
2. Presented a research paper in State Level Seminar on "Issues Related to Globalization, Human Rights and Women", on January 17-18, 2007, Serampore Girls' College.
3. Presented a research paper in State Level Seminar on "Human Rights: Meaning and Manifestation", on February 22-23, 2008, Serampore Girls' College.
4. Presented a paper in National Level Seminar on "Ganga Delta: Planning Perspectives", on March 12-13, 2010, Dept. Of Geography, Calcutta University.
5. Presented a paper in National Seminar on "Resource Management and Sustainable Development", on September 23-24, 2011, East Calcutta Girls' College.
6. Presented a paper in "Indian Geography Congress", November 11-13, 2011, University of Burdwan.
7. Presented a paper in International Indian Geographers Meet, on November 11-13, 2013, University of Burdwan.
8. Presented a paper in National Level Seminar on "Contemporary Issues on Environment and Development in India and Adjacent Countries", on September 20-21, 2013, Kalyani Mahavidyalaya.
9. Presented a paper in National Level Seminar on "Natural Resource Management", on March 10-11, 2011, Dept. Of Geography, Calcutta University.
10. Presented a paper in a International Seminar on "Technology, Energy and Sustainable Rural Environment", February 23-25, 2011, Dept. Of Geography, Banaras Hindu University.

11. Presented a paper in a International Seminar on "Dimensions of Development and Resource Conservation", on March 10-12, 2012, Dept. Of Geography, Calcutta University.

Smt. Aditi Matilal:

Publication:

1. Paper entitled "Spatial-temporal dimensions of financial inclusion in West Bengal" in Indian Journal of human development", (Volume 8, No.1 issue) Institute for Human Development, New Delhi. (Accepted and will be published in the mentioned issue)
2. Paper entitled "Regional disparity in credit flow in rural India" in "Indian Journal of Landscape Systems and Ecological Studies", (Volume: 34, June-2011, No-1) Institute of Landscape, Ecology and Ekistics, Kolkata
3. Paper entitled "Spatio-Temporal Trends of Rural Indebtedness in India" in "Indian Journal of Landscape Systems and Ecological Studies", (Volume: 33, December-2010, No-2) Institute of Landscape, Ecology and Ekistics, Kolkata

SRI BABLU SAMANTA

PUBLICATION:

1. Bhugol Shikhan o Shikhsane Dursanbedan o Bhougolik Ttathya Byabasthar Praojniota (Bengali), Journal - Education Today, Volume – 66, Publication year- 2015, Published by David Hare Training College. ISSN: 2278 – 8778.
2. Environmental Management Through Public Awareness- A Case Study in Haripur Mouza and Bakkhali Coast of Sundarban, Book- Community Awareness in Sundarban: Combat Physical & Social Hazard, Edited by Dr. Sisir Chatterjee, Published by acb Publications, Kolkata, India. ISBN: 81-87500-59-X.
3. One After Another Disaster at Haripur, Namkhana Block, South 24 pgs, Journal -The Observer, University of Calcutta, Volume-50, Publication year-2012. ISSN: 2230-9535.

Chemistry

Principal: Prof. (Dr.) Kinjalkini Biswas

Publication:

Papers Published in Peer Reviewed Journals: International

1. Preparation of Cobolt, Iron nanocomposites in silica gel matrixes. (Materials Letters, Elsevier, North Holland)
2. Statistical optimization of the design of the design of experiments for Ni-SiO₂ nanocomposites by insitu reduction treatment. ('INTERCERAM'', Germany)
3. Isothermal in situ reduction kinetic analysis of Ni Cl₂ containing gel.(Bull.Master.Sci.,Vol.16)
4. Preparation of silica monolith via sol-gel route..(Bull.Master.Sci.), etc.

National:

1. Determination of various extraction equillibrium parameters of Iridium(III)-benzo-hydroxamic Acid system in isobutyl alchol from aqueous chloride medikum.

2. Effects of solvents on extraction of palladium with 5,8- Di ethyl- 7-Hydroxy-Dodecan- 6-one-oxime from aqueous chloride medium(HYDROMET-90)
3. Solvent extraction of Ruthenium(III) from Chloride solution with cinnamoylhydroxamic acid in iso butyl alcohol(J.Indian Chem. Soc.)
4. Liquid liquid extraction –separation of Iridium in presence of rhodium and ruthenium with salicylhydroxamic acid in iso butanol(Indian journal of chemistry)
5. Solvent extraction equilibria of palladium(II) complex with 5,8- di ethyl - 7- hydroxy dodecan-6- one oxime in seven organic diluents(Indian journal of chemistry)
6. Insitu reduction kinetics of NiCl_2 in SiO_2 gel matrix(Journal of Material Research),
7. Synergistic Extraction Behaviour of Benzophenyl Hydro-xylamine complex with TRI-n-OCTYL phosphine Oxide in Chloroform.(proc. Indian Natn.sci.Academy,60A, No.3,1994,pp.543-549.
8. Studies on the recent development of extractants for nickel and cobalt. (National symposium on Organic Reagents synthesis and use in Extractive Metallurgy, BARC)
9. Synthesis of some metal specific reagent ketone, imine and their application in the liq-liq extraction system. (Presented in 48th ATM 94'94, Visakhapatnam.)
10. Effect of concentration of HCL, gelin and leaching time on the preparation of gel nickel monolith via sol-gel route. (Presented in the 82nd session of Indian Science Congress, Materials Science Section on Jan. 3-8, 1995, Calcutta.)
11. Insitu reduction of alkaline tungstates and molybdates in SiO_2 gel matrix. (Presented in 48th Annual Technical Meeting, I.I.M. Calcutta. Chapter.)
12. Process Characterisation of transition metal gel nanocomposite (Presented in National Seminar 24-25 March 1995, Jadavpur University)
13. Insitu preparation of SiO_2 - WC Nanocomposite through sol-gel route. (Ceramic Society. Vol 58(3). May-June 1999.
14. Optimisation of reduction parameters of NiCl_2 to Ni in Gel matrix. (J.Indian Chem. Soc., Vol 83, March 2006, 224-228.
15. Development of metal specific Reagents for Nickel and Cobalt extraction (Journal of Ultra Chemistry, Vol. 2(1), 75-84(2006).

TTMV

Sri Bireswar Pradhan

Publication:

1. "Heritage Tourists' Attitude": A case study of Kolkata Region—in 4D International Journal of IT & Commerce, Volume-I, Issue-2, December 2012, page No.120-133
2. "Heritage Tourism of Chandannagar": Erstwhile French Colony in West Bengal in Indian Journal of Humanities, Volume: 1, No: 3, July- September 2011, PP: 73-82

Paper Presentation:

1. Paper Title: Factors' that influence Heritage tourists' buying decision: A case Study of Kolkata Region, submitted in University of Kalyani

Dr. Ananya Mitra**Paper Presentation:*****National:***

1. "Water wise" Hoteliers witness a brighter future: A study of Star Hotels in Karnataka - presented and published in National Seminar organised by Garden City College Monday 30th September 2013.
2. Public-Private Partnership Offers a Smart Path to Tourism Development in Karnataka - presented and published in National Seminar organised by Mount Carmel College Wednesday 11th September 2013.
3. Tourism as a Complimentary Factor of Sustainable Urban Development: A Case Study of Tourism Complexes of Karnataka – India - presented and published in National Seminar organised by ISEC on 26th April 2013.
4. Strategies for Development of Existing and Potential Tourist Destination of Bangalore and its backdrop: A taste of diversity- presented and published in UGC sponsored National Level Seminar in Bangalore on 3rd & 4th Feb 2012.
5. Poverty alleviation looms in Karnataka Tourism Policy 2009-14 - presented and published in National Level Seminar in Bangalore on October 2012.
6. Temporal change in the Socio-economic lifestyle of the Residents - A Case study of Anegundi Rural Tourism Project in Karnataka - presented and published in National Level Seminar in Bangalore on February 2012.
7. Wine Tourism - An Emerging Trend for Sustainable Development of Tourism in Karnataka - presented and published in UGC sponsored National Level Seminar in Tumkur on January 2012.
8. Cosmopolitan Culture of Bangalore- A Pull Factor for Tourism- presented and published in Seminar in Bangalore on September 2011.
9. Prospect of Heli-Tourism in Karnataka as a Potential and Diverse Tourism Panorama - presented and published in National Level Seminar in Bangalore on 26th March 2011.
10. Greening Air Travel to Defy Climate Change: An Environmental Perspective - presented and published in National Level Seminar in Bangalore on March 2010.
11. Economic Recession fails to dampen the spirit of Medical Tourism: A study of India – presented and published in National Level Seminar in Bangalore on 07th March 2009.
12. Management & Promotion of Tourism in Karnataka: A GIS Approach – presented and published in National Level Seminar in Bangalore on 29th March 2008.

International:

1. Application of GIS in Tourism with special reference to Sustainable Tourism presented and published in International Conference organised by UGIT and UGC-SAP-DRS-I on March 27th -28th 2013. (Geo-Eye)
2. Green Hotels in the Garden City of Bangalore: A Geographical Perspective-31st IIG Meet and International Conference On: Environment, Agriculture and Food Security, Feb-2010. ISBN-13:978-81-910533-0-2.

Journal:***National:***

1. "Can Sustainable Tourism preserve the Rich Heritage of Handicrafts? A study on Channapatna Wooden Toys", published in the Academic Studies: National Journal of Jyoti Research (ASNJJRA) - ISSN 0975-

461X, published by Research, Publication and Development Cell (RPDC) of Jyoti Nivas College.

2. Management of Solid Waste Disposal by Tourism Industry- research volume issued by Raja Ram Mohan Roy National Agency for ISBN No 978-81-910533-2-6

International:

1. "Sustainable development of Tourism to strengthen Bishnupur for World Heritage Tag", published in Amity Case Research Journal, An International Research Journal of Amity International Business School, ISSN 2768 2319 9199.

BOOK:

1. Dileep M.R., International Marketing in Tourism, Anmol Publications Pvt. Ltd., New Delhi, ISBN 978-81-261-4934-6. This book is a compilation of articles contributed by several scholars. My paper is on "Marketing Strategies for New Products in Hospitality Sector: A study on Home Stays in Coorg (Karnataka).

Political Science

Smt. Sanhati Ghosh

Publication

1. "Shahbag Andolan" (in Bengali), in Protibedan, Seminar Proceedings of the UGC-Sponsored Seminar on "The Role of Civil Society in the Perspective of Growing Limitations of Democracy", Muralidhar Girls' College and Paschim Banga Itihas Sansad, Kolkata, 2013.

Smt. Shilpa Sinha

Publication

Chapter In Book:

1. "Bharatiya Sangbidhaner Sangsodhan Poddhoti" (in Bengali), in "Bharatiya Sangbidhan", Produced by Apurba Mohan Mokhopadhyay and Debasish Nandi.
2. "Municipal Corporation" (in Bengali), in 'Bharoter Rajniti', ISBN-978-93-81680-25-4.

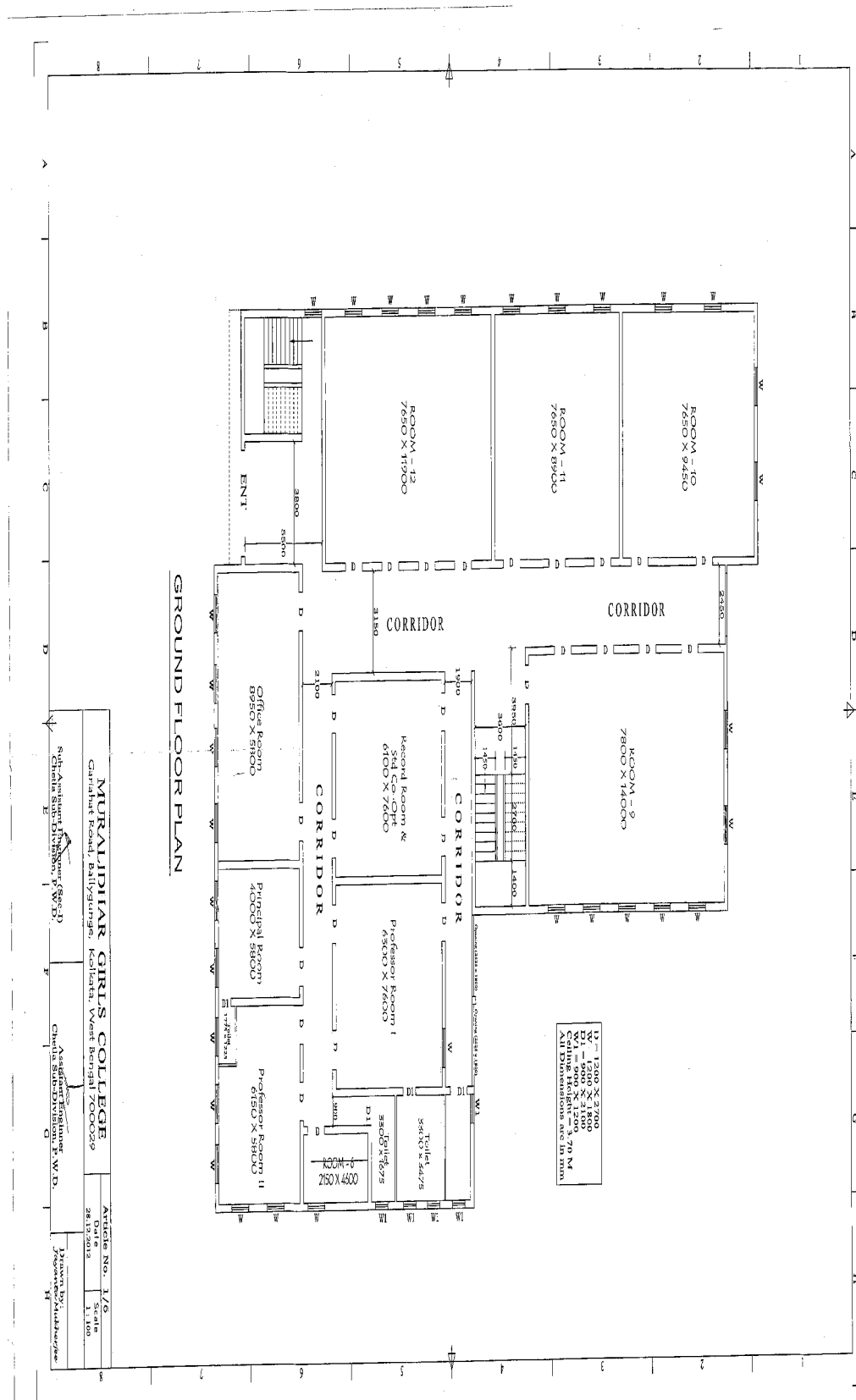
Smt. Sudeshna Das

Publication

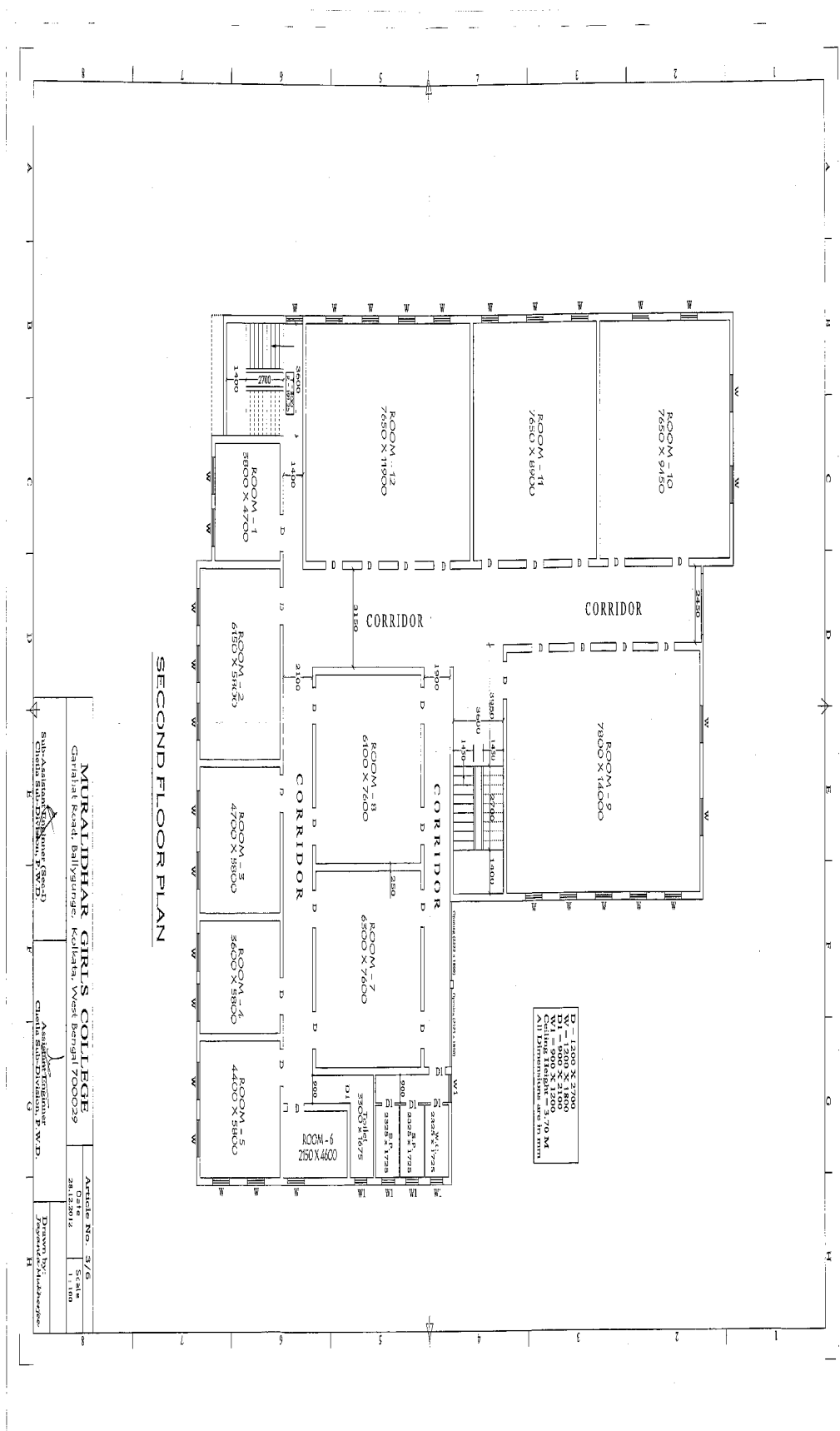
Chapter In Book:

1. "Women Empowerment in India: A Multidimensional Phenomenon", ISBN:978-93-83360-18-5.

Annexure-VI
Master Plan of College













Annexure-VII

Certificate of UGC Grant-in-aid



1206/unc dt
UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

Seen
R. K. H. Chakraborty
9.4.13

No. WCC-080/12-13 ERO)

Date: 30-Mar-13

The Accounts Officer
University Grants Commission
Eastern Regional Office, Kolkata 700 098

S No. 216051

Sub: Release of Grant-in-Aid during the Current financial year, during XIII Plan, to

Muralidhar Girls' College

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of Rs. **425000** towards the scheme **XIII Plan College Development** to the Principal, **Muralidhar Girls' College** for the Plan expenditure to be incurred during the current financial year as per details given below:

Purpose of the grant	Approved allocation	Amount already sanctioned	Amount being sanctioned now	Total grant including the grant now being sanctioned
Undergraduate				
General District	(Rs.)	(Rs.)	(Rs.)	(Rs.)
Books & Journals	0	0	212500	212500
Equipment	0	0	212500	212500

Total: **425000**

The College is requested to note:

- A. General District: General -77.5%, SC-15%, ST-7.5%.
- B. SC District: General-62.5%, SC-30%, ST-7.5%.
- C. ST District: General -55%, SC-15%, ST-30%.
- D. No photocopy of bills/vouchers or the originals and detailed list of purchases should be sent with the accounts submitted unless specifically called for.

1. The sanctioned amount is debitable to the major head 1-B(i) and valid for payment during the current financial year only.
2. The amount of the grant shall be drawn by the Accounts Officer (Drawing and Disbursing Officer), University Grants Commission on the Grant-in-Aid bill and shall be disbursed to and credited to grantee as above through Demand Draft.
3. The grant is subject to the adjustment on the basis of Utilisation Certificate in the prescribed proforma submitted by the University/College/Institution.
4. The University/College shall maintain proper accounts of the expenditure out of the grant which shall be utilised only on approved items of expenditure.
5. The Utilisation Certificate to the effect that the grant has been utilised for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the closing of the current financial year.
6. The assets acquired wholly or substantially out of the University Grants Commission's grant shall not be disposed or encumbered or utilised for the purpose other than those for which the grant was given, without proper sanction of the University Grants Commission.
7. A register of assets acquired wholly or substantially out of the grant shall be maintained by the University/College in the prescribed form.
8. The grantee institution shall ensure the utilization of grant-in-aid for which it is being sanctioned/paid. In case of non-utilization/part utilization, the simple interest @10% per annum as amended from time to time on unutilised amount from the date of drawal to the date of refund as per provisions contained in General Financial Rules of Govt. of India will be charged.
9. The University/College shall follow strictly all the instructions issued by the Government of India from time to time with regard to reservation of posts to Scheduled Castes and Scheduled Tribes.
10. The University/College shall fully implement the Official Language Policy of the Union Govt. and comply with the Official Language Act, 1963 and Official Languages (used for official purposes of the Union) Rules, 1976 etc.
11. The sanction issues in exercise of the delegation of powers vide Commission Office Order No. 25/92 dated May 01, 1992.
12. An amount of Rs. _____ out of the grant of Rs. _____ sanctioned vide letter No. F. (ERO) dated _____ has been utilized by the College for the purpose for which it was sanctioned and noted in the Grant-in-Aid Register.
13. The funds to the extent are available under the Scheme.

Copy forwarded for information and necessary action to:

1. Principal
Muralidhar Girls' College
P411/14 Gariahat Road, Kolkata
West Bengal - 700029
He/She is requested to abide by these instructions/Guidelines of sanction order
2. Registrar/Director, Co-ordinator, College Development Council, Calcutta
3. Auditor General, Govt. of West Bengal
4. The Secretary, Higher Education, Govt. of West Bengal
5. The Director of Public Instructions (Higher Education) Govt. of West Bengal
6. Undergraduate

Yours faithfully,

(Dr. Ratnabali Banerjee)
Joint Secretary

University

(Dr. Ratnabali Banerjee)
Joint Secretary



UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

1288 dt 21/05/2014

No. WC2-08012-13

(ERO) ID No. WC2-080

Date: 28-Mar-14

The Accounts Officer
University Grants Commission
Eastern Regional Office, Kolkata 700 098

S.No. 221953

Sub: Release of Grant-in-Aid during the Current financial year (2013-14), during Xlth Plan, to
Muralidhar Girls' College

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of Rs. **408100**
towards the scheme **Xlth Plan College Development**
to the Principal **Muralidhar Girls' College**
for the Plan expenditure to be incurred during the current financial year as per details given below:

Purpose of the grant (Undergraduate)	Approved allocation (Rs.)	Amount already sanctioned (Rs.)	Amount being sanctioned now (Rs.)	Total grant including the grant now being sanctioned (Rs.)
Plan Block Grant				
Plan Block Grant-Head-31	544050	0	217620	217620
Plan Block Grant-Head-35	2176200	680000	190480	870480
Total				408100

The College is requested to note

- SC concentrated district: SC-15%, ST-7.5%, General (including Minorities)-77.5%
- ST concentrated district: ST-15%, SC-7.5%, General (including Minorities)-77.5%
- General district: General-77.5%, SC-15% and ST-7.5%
- No photocopy of bills/vouchers or the originals and detailed list of purchases should be sent with the accounts submitted unless specifically called for.

- The sanctioned amount is debitable to Head 1 B-(i)h and valid for payment during the financial year 2013-14 only.
- The amount of the grant shall be drawn by the Accounts Officer (Drawing and Disbursing Officer), University Grants Commission on the Grant-in-Aid bill and shall be disbursed to and credited to grantee as above through Electronic mode as per the following details:

(a) Details (Name & Address) of Account Holder:
Principal,

Muralidhar Girls' College
P411/14 Gariahat Road, Kolkata
West Bengal 700029

(b) Account No. 151911011000101

(c) Name & Address of Branch: Andhra Bank, Muralidhar Girls' College Branch, Kolkata

(d) MICR Code of Branch: 700011018

(e) IFSC Code: ANDB0001519

(f) Type of Account: SB/Current/Cash Credit.

- The grant is subject to the adjustment on the basis of Utilisation Certificate in the prescribed proforma submitted by the University/College/Institution.
- The University/College shall maintain proper accounts of the expenditure out of the grant which shall be utilised only on approved items of expenditure.
- The University/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/Guidelines there under from time to time.
- The Utilisation Certificate to the effect that the grant has been utilised for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the closing of the current financial year.
- The assets acquired wholly or substantially out of the University Grants Commission's grant shall not be disposed or encumbered or utilised for the purpose other than those for which the grant was given, without proper sanction of the University Grants Commission.
- A register of assets acquired, wholly or substantially out of the grant shall be maintained by the University/College in the prescribed form.
- The grantee institution shall ensure the utilization of grant-in-aid for which it is being sanctioned/paid. In case of non-utilization/partial utilization, the simple interest @10% per annum as amended from time to time on unutilized amount from the date of drawal to the date of refund as per provisions contained in General Financial Rules of Govt. of India will be charged.

seen. 2014
ana 13.5.14



1286/460 dt. 13/5/14
UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

GRANT-IN-AID BILL

Name of the Section: Accounts Department.

1. Name of the beneficiary Institution: **Muralidhar Girls' College**
ID No. **WC2-080** P411/14 Gariahat Road, Kolkata
S. No. **220854** West Bengal 700029

(Under University)

Calcutta

2. Sanction number and date: F. **IQAC-W-137/13-14** Date: **19-Mar-14**

3. Amount sanctioned : Rs. **300000**

4. Purpose of the grant-in-aid : **Establishment and monitorin**

5. Head of Account : **4. (xvi)**

6. Designation and address of Authorized Officer: **Principal**

7. Payment Details:

(a) Name of the Bank : **Andhra Bank, Muralidhar Girls' College Branch, Kolkata**

(b) Account No.: **151911011000101**

(c) Type of Account: **(SB/Current/Cash Credit)**

(d) IFSC Code: **ANDB0001519**

(e) MICR Code Branch: **700011018**

(f) Whether bank branch is RTGS or NEFT enable : **RTGS/NEFT/Both**

(g) Name & address of Account Holder: **Principal,**

Muralidhar Girls' College

P411/14 Gariahat Road, Kolkata

West Bengal 700029

Received a sum of Rs. **300000**

Rupees **Three lakh only**

being the amount sanctioned vide sanction No. F. **IQAC-W-137/13-14** Dated **19-Mar-14**

(Copy enclosed) for disbursement to the Principal,

Muralidhar Girls' College

Certified that the conditions of the grant have been accepted by the grantee.

Necessary entries in GIA/Budget Control Register have been made.

You are requested to confirm the receipt of the above amount in your account by sending back the enclosed stamped receipt within 7 days.

LCe
Signature with stamp of the Officer

Accounts Officer
University Grants Commission
Eastern Regional Office
Kolkata



UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

Seen
17.11.12

No. MSWC2-080/12-13 (ERO)

Date: 07-Sep-12

The Accounts Officer
University Grants Commission
Eastern Regional Office, Kolkata 700 098

S.No 211380

Sub: Release of Grant-in-Aid during the Current financial year, during Xlth Plan, to

Muralidhar Girls' College

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of Rs. **150000** towards the scheme **Merged Scheme** to the Principal, **Muralidhar Girls' College** for the Plan expenditure to be incurred during the current financial year as per details given below:

Purpose of the grant	Approved allocation	Amount already sanctioned	Amount being sanctioned now	Total grant including the grant now being sanctioned
Merged Schemes-XII Plan				
Other area	(Rs.)	(Rs.)	(Rs.)	(Rs.)
Remedial -Recurring	0	0	150000	150000
Total				150000

04/10/2012
AD-705

The College is requested to note:

- SC concentrated districts- SC-50%, ST-35%, General (including Minorities)-15%,
- ST concentrated districts- ST-50%, SC-35%, General (including Minorities)-15%,
- Other areas- Equal distribution amongst the three (SC, ST and General)
- No photocopy of bills/vouchers or the originals and detailed list of purchases should be sent with the accounts submitted unless specifically called for.

- The sanctioned amount is debitable to the major head 1.5-00-M5 and valid for payment during the current financial year only.
- The amount of the grant shall be drawn by the Accounts Officer (Drawing and Disbursing Officer), University Grants Commission on the Grant-in-Aid bill and shall be disbursed to and credited to grantee as above through Demand Draft.
- The grant is subject to the adjustment on the basis of Utilisation Certificate in the prescribed proforma submitted by the University/College/Institution.
- The University/College shall maintain proper accounts of the expenditure out of the grant which shall be utilised only on approved items of expenditure.
- The Utilisation Certificate to the effect that the grant has been utilised for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the closing of the current financial year.
- The assets acquired wholly or substantially out of the University Grants Commission's grant shall not be disposed or encumbered or utilised for the purpose other than those for which the grant was given, without proper sanction of the University Grants Commission.
- A register of assets acquired, wholly or substantially out of the grant shall be maintained by the University/College in the prescribed form.
- The grantee institution shall ensure the utilization of grant-in-aid for which it is being sanctioned/paid. In case of non-utilization/part utilization, the simple interest @10% per annum as amended from time to time on unutilized amount from the date of drawal to the date of refund as per provisions contained in General Financial Rules of Govt. of India will be charged.
- The University/College shall follow strictly all the instructions issued by the Government of India from time to time with regard to reservation of posts to Scheduled Castes and Scheduled Tribes.
- The University/College shall fully implement the Official Language Policy of the Union Govt. and comply with the Official Language Act, 1963 and Official Languages (used for official purposes of the Union) Rules, 1976 etc.
- The sanction issues in exercise of the delegation of powers vide Commission Office Order No. 25/92 dated May 01, 1992.
- An amount of Rs. out of the grant of Rs. sanctioned vide letter No. F. (ERO) dated has been utilized by the College for the purpose for which it was sanctioned and noted in the Grant-in-Aid Register.
- The funds to the extent are available under the Scheme.

Copy forwarded for information and necessary action to:

Muralidhar Girls' College
P411/14 Gariahat Road, Kolkata
West Bengal 700029

Yours faithfully,

(Dr. Ratnabali Banerjee)
Joint Secretary

He/She is requested to abide by these instructions/Guidelines of sanction order.

- Registrar/ Director, Co-ordinator, College Development Council, Calcutta
- Auditor General, Govt. of West Bengal
- The Secretary, Higher Education, Govt. of West Bengal
- The Director of Public Instructions (Higher Education) Govt. of West Bengal
- Merged Schemes-XII Plan

(Dr. Ratnabali Banerjee)
Joint Secretary

Annexure-VIII

Audited Report of Income and Expenditure for previous 3 years

Sujit De
CHARTERED ACCOUNTANTS



210, Doctor Lane,
Kolkata 700 014
Mob: 74391 19685
e-mail: de.sujit10@gmail.com

Page - 2

We further report that -

- 1) We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit.
- 2) The Balance Sheet, Income & Expenditure Account and Receipts & Payments Account are in agreement with the books of accounts maintained and as produced before us.
- 3) In our opinion proper books of accounts have been kept by the College so far as appear from our examination of those books.
- 4) In our opinion and to the best of our information and according to the explanations given to us, the said accounts, read with notes thereon, if any, give a true and fair view of the state of affairs of the college as at 31st March, 2014.
 - i) In the case of Balance Sheet of the state of affairs of the College as at 31st March, 2014 and
 - ii) In the case of Income & Expenditure Account of the surplus of the assessee for the year ended on that date.

For SUJIT DE
Chartered Accountants

Sujit De
(Sujit De)
Proprietor

M.No. 053447

Place: Kolkata

Date: 07/02/2015

Attested
Mujallem B...
Principal
Muralidhar Girls' College
30/11/15



S. N. Burman & Co.
Chartered Accountants



Phone : 2243 7296 (O)
2555 6217 (R)
99030 67338 (M)

9, Dacres Lane, Room No. 105
1st Floor, Kolkata - 700 069

AUDITOR'S REPORT

1. We have examined the annexed Balance Sheet of **Muralidhar Girls' College**, P-411/14, Gariahat Road, Kolkata-700 029 as at 31st March 2012 and the annexed Income & Expenditure account and also the Receipts & Payments accounts for the year ended on 31st March, 2012 along with schedules and other information forming part of the Balance Sheet as on that date.
2. We certify that the Balance Sheet, Income & Expenditure account and Receipts & Payments account are in agreement with the books of account maintained and as produced before us.
3. (A) We have obtained all the information and explanations which, to the best of our knowledge and belief, were necessary for the purpose of our audit.
(B) In our opinion, proper books of account have been kept by the assessee so far as appears from our examination of those books.
(C) In our opinion and to the best of our information and according to the explanations given to us, the said accounts, read with notes thereon, if any, give a true and fair view of the state of affairs of the College as at 31st March 2012:-
 - (i) In the case of Balance Sheet, of the state of the affairs of the assessee as at 31st March, 2012 and
 - (ii) In the case of Income & Expenditure account of the surplus of the assessee for the year ended on that date.

Place: Kolkata

Date: 10/12/2012



For S. N. BURMAN & CO.
Chartered Accountants

S. N. Burman
S. N. Burman
(Proprietor)
Membership No. : 52938

Attested
Principal
Principal
Muralidhar Girls' College
30.11.12

Sujit De

CHARTERED ACCOUNTANTS



210, Doctor Lane
Kolkata-700 014
Mob: 74391 39665
e-mail: de.sujit10@gmail.com

Auditors' Report

We have audited the attached Balance Sheet of Muralidhar Girls' College, T-411/14, Gariahat Road, Kolkata - 700 029 as at 31st March, 2013 and the annexed Income & Expenditure Account and also the Receipts & Payments Account for the year ended 31st March 2013 along with schedules and other information forming part of the Balance Sheet as on that date. These financial statements are the responsibility of the management of Muralidhar Girls' College, our responsibility is to express an opinion on these financial statements based on our audit.

We conduct the audit in accordance with auditing standards generally accepted in India. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements. An audit also includes examining on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the management as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Continued on next page

Sujit De

Attested
Kijalini Bhowmik
Principal
Muralidhar Girls' College
20.11.13

Sujit De



CHARTERED ACCOUNTANTS

21C, Doctor Lane
Kolkata 700 014
Mob: 74391 39585

e-mail: de.sujit10@gmail.com

Page -2.

We further report that :-

- 1) We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit.
- 2) The Balance Sheet, Income & Expenditure Account and Receipts & Payments Account are in agreement with the books of account maintained and as produced before us.
- 3) In our opinion proper books of accounts have been kept by the college so far as appear from our examination of these books.
- 4) In our opinion and to the best of our information and according to the explanations given to us, the said accounts, read with notes thereon if any, give a true and fair view of the state of affairs of the college as at 31st March, 2013.
- 5) In the case of Balance Sheet, of the state of affairs of the college as at 31st March, 2013, and
- 6) In the case of Income & Expenditure Account, of the surplus of the assessee for the year ended on that date.

Place: Kolkata

Date :- 05-03-2014



For SUJIT DE
Chartered Accountants

Sujit De
(Sujit De)

Proprietor
M.No. 053417

Attested
Kejallini Bhowmik
Principal
Muralidhar Girls' College
30.11.15

Sujit De

CHARTERED ACCOUNTANTS



21C, Doctor Lane,
Kolkata-700 014
Mob: 74391 38866
e-mail: de.sujit10@gmail.com

AUDITORS' REPORT

We have audited the attached Balance Sheet of Muralidhar Girls' College, P-411/14, Gariahat Road, Kolkata 700029 as at 31st March, 2014 and the annexed Income & Expenditure Account and also the Receipts & Payments Account for the year ended 31st March, 2014 along with Schedules and other information forming part of the Balance Sheet as on that date. These financial statements are the responsibility of the management of Muralidhar Girls' College, our responsibility is to express an opinion on these financial statements based on our audit.

We conduct the audit in accordance with auditing standards generally accepted in India. These standard, require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements. An audit also includes examining on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the management as well as evaluating the overall financial statements presentation. We believe that our audit provides a reasonable basis for our opinion.

Contd.,.....2.



Attested
Heigallen B...
Principal
Muralidhar Girls' College
30.11.15

3000 35000 00
 THIRUVALETTUR
 Attested
 Kingsthen
 Principal 30-8-15
 Muralidhar Girls' College

MONTHLY YEAR	EXPENDITURE		2012 - 2013		INCOME	2012 - 2013	
	2011 - 2012	Column 1	Column 2	2011 - 2012		Column 1	Column 2
744608.00	Balance b/d	1728952.00	0.00		Balance b/d	1642834.00	
11398.00	10 Other Expenses (Contd...)				By Miscellaneous Receipts	68421.00	
134682.00	Prize	11784.00		4.087.00	Interest On Fixed Deposit	17220.00	
	Printing & Stationary	135192.00		15556.00	Library Identity Card Fees		
24435.00	Repairing & Upkeepings	60260.00		258500.00	Sale Proceeds of Prospectus & Forms	283150.00	
570545.00	Remuneration (Part Time)	794150.00		18600.00	Sale Proceeds of Old Paper & Goods	12000.00	
12000.00	Sanitary Charges	29547.00		12300.00	Sale Proceeds of Academic Calendar	13760.00	
78275.00	Security Charges	89074.00		6410.00	University Registration Form	7060.00	
27582.00	Telephone Charges	24624.00		38120.00	University Exam Form	43000.00	
23177.00	Travelling & Conveyance	30838.00		353107.00		2086585.00	
7090.00	Tuition Fees (written off for 2010-11)	8500.00					
36220.00	University Exam Form	41657.00					
6000.00	University Registration Form	6500.00					
18144.50	Xerox	17265.00	2984363.00				
1703956.50							
	TO Depreciation Written off:						
309.00	Acqua Guard @ 20%	247.00			By Deferred Govt. Grant		
4752.00	Audio Visual Set @ 25%	90553.00		4719.00	Audio Visual	90353.00	
3625.00	Building @ 1%	3590.00		70120.00	Books	65993.00	
59424.00	Computer @ 25%	268230.00		56808.00	Computer	268213.00	
3457.00	Electrical Installation @ 10%	22536.00		1737.00	Electrical Installation	8716.00	
5100.00	Furniture & Equipment @ 10%	8171.00		61629.00	Laboratory Equipment	140148.00	
79794.00	Library Books @ 10%	75523.00		8511.00	Xerox	15745.00	
63830.00	Laboratory Equipments @ 10%	142054.00		6820.00	Laboratory Furniture	2632.00	
3563.00	Laboratory Furniture	7632.00		214553.00	Water Cooler	5840.00	
1644.00	Sanitary & Water Works @ 10%	1480.00					
7767.00	Water Cooler @ 15%	6601.00					
8824.00	Xerox @ 25%	19905.00					
242089.00							
1999366.50	Excess of Income Over Expenditure						
1945432.00	TOTAL	4010715.00	3945432.00		TOTAL	4010715.00	

Principal
Munirabhai Girls' College
30.10.15
Munirabhai - Baram

Mr. J. J. Jones
Tomball, Texas

INCOME & EXPENDITURE A/C FOR THE YEAR ENDED 31st MARCH 2014				
Particulars	2013 - 2014		2013 - 2014	
	Column 1	Column 2	Column 1	Column 2
EXPENDITURE				
TO Other Expenses				
Advertisement	1130.00	1813395.00		
Audit Fees	3500.00	509595.00		
Audit Charges	1500.00	1303800.00		
0.00	0.00	1680.00		
Allegation Fees	7142.00	1304120.00		
Bank Charges	6051.00	5857.00		
Book Binding Charges	0.00	10140.00		
Casual Fees (Provision created)	0.00	31203.00		
Commission Rate	9480.00	19480.00		
College Examination Fees	9996.00	52690.00		
Computer Maintenance & Stationery	31354.00	48037.00		
Computer Software & Development	13220.00	91000.00		
College Identity Card Fees	15600.00	18574.00		
Educational Excursion	4464.00	1453.00		
Electric Repair & Maintenance	42035.00	41849.00		
Electricity Charges	44050.00	106290.00		
Ex - gratia	70000.00	87100.00		
Field Study Tour Fees	21750.00	19200.00		
Humorism	27775.00	1226900.00		
Laboratory Charges	40019.00	41173.00		
Laboratory Fees	4.00	17886.00		
Legal Expenses	0.00	0.00		
Non-Resident Students' Centre	16000.90	18000.00		
Offices Expenses & Misc.	24453.00	116644.00		
Postage	291.00	434.00		
Periodicals	17122.00	25118.00		
Provision For Casual Fees Paid to NTS	3800.00	0.00		
Balance c/d	178052.00	1988324.00	0.00	2961224.00
INCOME				
BY Other Fees				
Admission Fees		274800.00		
College Exam Fees		243450.00		
Casual Student Fees		52000.00		
College Identity Card Fees		17375.00		
Identity Charges		324600.00		
0.00		20629.00		
Field Study Tour Fees		21750.00		
Laboratory Fees		659200.00		
Non-Resident Students' Centre		16230.00		
Shared Change Fees		3900.00		
Transfer Fees		1800.00		
Withdrawal Fees		6300.00		
		1642034.00		
Balance b/d	4293486.00	447855.30	4293486.00	447855.30

Attested
Principal
Muralidhar Girls' College

Principal
Muralidhar Girls' College

Principal 30.11.15
Muralidhar Girls' College
Kingslee Bazaar
Mysore
401671509
T-91A

INCOME & EXPENDITURE - A/C FOR THE YEAR ENDED 31st MARCH 2012				
ACCT YEAR 2011 - 2012	EXPENDITURE		INCOME	
	Column 1 2011 - 2012	Column 2 2010 - 2011	Column 1 2011 - 2012	Column 2 2010 - 2011
	TO Other Expenses		BY Tuition Fees	
3330.00	Advertisement	5611.00	Collection during the year	1775795.00
3500.00	Audit Fees	3500.00	Less: Arrear Realized	3040.00
0.00	Audit Charges	0.00		1772755.00
0.00	Affiliation Fees	0.00		
6741.00	Bank Charges	6756.00	Add: Outstanding for the year	
7812.00	Book Binding Charges	9412.00	Year 2011 - 2012	28430.00
0.00	Casual Fees	0.00		1799185.00
19480.00	Conformation Rate	24762.00		
14598.00	Contingent Expenses	51048.00		
48480.00	College Exam Fees	52495.00		
4256.00	Computer Maintenance & Stationery	24608.00		
0.00	Computer Software & Development	10400.00		
10580.00	College Identity Card Fees	12275.00		
0.00	College Seminar	0.00		
18878.00	Electric Repair & Maintenance	21692.00		
04990.00	Electricity Charges	219000.00		
31000.00	Ex - gratia	48006.00		
17658.00	Field Study Tour Fees	23397.00		
19875.00	Laboratory	216550.00		
14884.00	Laboratory Charges	20333.00		
0.00	Legal Expenses	0.00		
0.00	Non-Resident Students' Centre	18000.00		
496.50	Postage	444.00		
14352.00	Portofolio	11276.00		
4250.00	Provision For Casual Fees Paid to NTS	5055.00		
15197.50	Balance b/d	784608.00	Balance c/d	1578325.00
		0.00		1799185.00

Attested
Principal
30-03-12

Attested
Principal
30-03-12

Attested
Principal
30-03-12

G. Declaration by the Head of the Institution



Muralidhar Girls' College

P-411/14, GARIAHAT ROAD, BALLYGUNGE, KOLKATA - 700 029

Ph. Office : 2464-1312
Principal : 2464-4371

Ref. No. 372/NAAC/NAAC/SSR-Cyale II

Date 23.12.2015

From: The Principal, Muralidhar Girls' College, Kolkata


Declaration by the Head of the Institution

I certify that the data included in this Self-study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Place: KOLKATA
Date: 23.12.15


 Signature of the Head of the institution
 with seal
DR. KINJALKINI BISWAS
 Principal
 Muralidhar Girls' College
 Kolkata - 700029