

MUC WOMEN'S COLLEGE

BURDWAN



ANNUAL QUALITY ASSURANCE REPORT

IQAC

2014 -2015

B.C. ROAD, BURDWAN – 713 104

Email: iqacmucwcburdwan@gmail.com

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. Details of the Institution

1.1 Name of the Institution	Maharajadhiraj Uday Chand Women's College, Burdwan
1.2 Address Line 1	B.C. Road
Address Line 2	Burdwan
City/Town	Burdwan
State	West Bengal
Pin Code	713104
Institution e-mail address	mucwcburdwan@gmail.com
Contact Nos.	0342- 2531900
Name of the Head of the Institution:	Sukriti Ghosal
Tel. No. with STD Code:	0342-2634144
Mobile:	943402597

Name of the IQAC Co-ordinator:

Munshi Azimbor Rahaman

Mobile:

9434673666

IQAC e-mail address:

iqacmucwcburdwan@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

13836

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/59/RAR/03

1.5 Website address:

www.mucwcburdwan.org

Web-link of the AQAR:

http://www.mucwcburdwan.org/AQAR

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	81.05	2004	2009
2	2 nd Cycle	B	2.72	2012	2017
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

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

18/01/2005

1.8 AQAR for the year (for example 2010-11)

2014-2015

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

- i. AQAR 2012-13 submitted to NAAC on 29/08/2013 _____ (DD/MM/YYYY)
- ii. AQAR 2013-14 submitted to NAAC on 18/05/2015 _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

-

1.12 Name of the Affiliating University (*for the Colleges*)

The University of Burdwan

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

Autonomy by State/Central Govt. / University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text" value="Kanyashree
Prakalpa
(First in
district)"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="11"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="02"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="18"/>

2.10 No. of IQAC meetings held 04

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others 01

2.12 Has IQAC received any funding from UGC during the year? Yes No
If yes, mention the amount `NIL

2.13 Seminars and Conferences (only quality related)

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

Total Nos. - International - National - State - Institution Level -

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

Intensive planning of academic & infrastructural development

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Establishment of Women's Study Centre	No
Applying for SAC grants	Received
Extension of Library membership to outgone student	Extended
Annual review of Sub-committee activities	Done at TC meeting

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	-	-	-
PG	1	-	-	-
UG	18	-	-	-
PG Diploma	0	-	-	-
Advanced Diploma	0	-	-	-
Diploma	0	-	-	-
Certificate	0	-	-	-
Others	0	-	-	1
Total	19	-	-	1
Interdisciplinary	Gender sensitization + Environment Awareness	-		
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	PG (ENG)
Trimester	x
Annual	U G Courses

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

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

**Please provide an analysis of the feedback in the Annexure*

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

NIL

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
54+1	43	10	-	1 (L.I.)

2.2 No. of permanent faculty with Ph.D.

25

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
8		-	4	-		-		8	4

2.4 No. of Guest and Visiting faculty and Temporary faculty

13

11

1

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	93	4
Presented papers	0	41	4
Resource Persons	0	2	-

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

Computerized class planning, use of audiovisual aids, Open book ex, seminar presentation by advanced learners

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

239

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

Open book Exams (Zoo deptt)
Supplimentary test for absentees

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

3

3

3

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

2.10 Average percentage of attendance of students (Hons.)

77%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Bengali	46		14	22		78
English	39		07	28		89
Sanskrit	52		11	34		86
History	50		04	41		90
Geography	32		08	17		78
Economics	25		13	12		100
Pol. Science	38		07	25		84
Philosophy	45		16	19		77
English (PG)	33		03	30		100
Mathematics	39		08	28		92
Physics	22		03	15		81
Chemistry	31		11	19		96
Botany	25		19	06		100
Zoology	29		05	24		100
Nutrition	37		23	14		100
Microbiology	33		14	19		100
Computer Science	07		04	03		100
Physical Education	47		42	05		100
Statistics	17		14	03		100
Education	49		10	23		67

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

By inspiring the teaching faculties to inculcate new methods and use modern equipments to ensure the quality teaching

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	13
UGC – Faculty Improvement Programme	1
HRD programmes	0
Orientation programmes	2
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0

Summer / Winter schools, Workshops, etc.	0
Others (PhD Awarded)	0

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	20	13	-	04
Technical Staff	09	07	-	-

Criterion – III

3. Research, Consultancy and Extension

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

Workshops & Seminars at National and State level held
 Initiative for setting Women Study Cell taken
 Study leave under FDP granted
 Publication of Research Journal
 Publication of Seminar Proceedings

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lac	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	8	4	8	0
Outlay in Rs. Lac	-	`7,38,500/-	`8,38,500/-	-

3.4 Details on research publications

	International	National	Others
Peer Reviewed Journals	36	25	-
Non-Peer Review Journals	-	-	-
e-Journals	38	21	-
Conference proceedings	-	3	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	0	0	0	0
Minor Projects		`UGC	25000/-	`25000/-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total		`	25000/-	`25000/-

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	3	-	-	2
Sponsoring agencies	-	UGC	-	-	College

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lac : Rs. 0.1

From Funding Agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

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

4

12

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

2

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

JRF 4 SRF - Project Fellows - Any other -

3.21 No. of students Participated in NSS events:

University level 10 State level -
National level 6 International level 0

3.22 No. of students participated in NCC events:

University level 4 State level 4
National level 4 International level 0

3.23 No. of Awards won in NSS:

University level - State level 1
National level 1 International level -

3.24 No. of Awards won in NCC:

University level 1 State level 1
National level 2 International level -

3.25 No. of Extension activities organized

University forum	-	College forum	-	
NCC	4	NSS	8	Any other
				-

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

- Weekly rehabilitation programme in correctional home
- Distribution of clothes among needy people in winter

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5.43 acres(approx)	-	-	5.43 acre(approx)
Class rooms	43	02	UGC & College	45
Laboratories	17	-	-	17
Seminar Halls	-	-	-	-
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	5	2	UGC, Self	7
Value of the equipment purchased during the year (Rs. in Lakhs)	263	2	UGC, Self	265
Others	-	-	-	-

4.2 Computerization of administration and library

Office, Accounts Deptt. & Library computerized

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	25878	45,72,833	454	1,46,407/-	26332	47,32,019
Reference Books	12735		64	24603/-	12779	
e-Books	-	-	-	-	-	-
Journals	25	Not calculated	-	-	25	Not calculated
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	124	Not calculated	-	Not calculated	124	Not calculated
Others (specify)	-					

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	68	02	13	-	-	12	42	01
Added	06	02	-	-	-	-	5	01
Total	74	02	13	-	-	12	47	02

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

Internet access through Wi-Fi system provided on the campus, computers periodically upgraded
--

4.6 Amount spent on maintenance in lakhs (approx) :

i) ICT	5,30,765/-
ii) Campus Infrastructure and facilities	6,16,283/-
iii) Equipments	1,28,500/-
iv) Others	7,62,916/-
Total :	20,38,464/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Planning and designing development programmes and monitoring implementation of such programmes

IQAC has devised a system of giving wide publicity to student support services through notifications and mentioning available services in the prospectus

5.2 Efforts made by the institution for tracking the progression

Continuous evaluation of students, formation of different committees, enlisting as alumni & opening FB page for the alumni.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
4715	60	-	-

(b) No. of students outside the state

10

(c) No. of international students

4

	No	%
Men	-	-

Women

No	%
14	0.0033

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3008	372	105	959	12	4456	4066	541	100	-	8	4715

Demand ratio : 1:3

Dropout % : 5

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

Job entrance coaching class for SC/ST/Minority community students organized with UGC assistance

No. of students beneficiaries

98

5.5 No. of students qualified in these examinations

NET	05	SET/SLET	06	GATE	02	CAT	-
IAS/IPS etc	-	State PSC	01	UPSC	-	Others	12

5.6 Details of student counselling and career guidance

Student counseling is done department wise. There is a career corner in the Library to cater to the needs of the admitted students

No. of students benefitted

5.7 Details of campus placement

	<i>On campus</i>		<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
WIPRO & TCS	68	-	Three students recruited by TCS

5.8 Details of gender sensitization programmes

Speeches presented in Seminar held at J.U.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	444	260000/-
Financial support from government	1671	1,27,98,000/-
Financial support from other sources	12	43,200/-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs	: State/ University level	<input type="text" value="Nil"/>	National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>
Exhibition:	State/ University level	<input type="text" value="Nil"/>	National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Renovating the Students' Common room and canteen.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Women empowerment
Community orientation
Quality education
Skill development
Moulding personality

6.2 Does the Institution have a management Information System

No. However, all information is made available to the management at the time of GB meeting .

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

6.3.1 Curriculum Development

Modulation of the syllabus

6.3.2 Teaching and Learning

Student feedback

6.3.3 Examination and Evaluation

Greater number of short questions in class tests

6.3.4 Research and Development

Research Journal Publication

6.3.5 Library, ICT and physical infrastructure / instrumentation

Book bank service, digitizing data, purchase of computer for extending internet access facility to the greater number of students.

6.3.6 Human Resource Management

Motivational Session, extension of welfare facility, preparing work schedule

6.3.7 Faculty and Staff recruitment

Written Examination before *viva voce*

6.3.8 Industry Interaction / Collaboration

NO

6.3.9 Admission of Students

Online admission

6.4 Welfare schemes for

Teaching	Puja advance
Non teaching	Puja advance/ex gratia
Students	Waiving fees at the time of admission helping needy students for treatment Half free & Full free studentship as well as boarder ship

6.5 Total corpus fund generated

03

6.6 Whether annual financial audit has been done (For the year 2013-2014)

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	Yes	College
Administrative	No		No	

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

For UG Programmes Yes No

For PG Programmes Yes No

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

NA

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

No efforts seen so far.

6.11 Activities and support from the Alumni Association

28.07.14	Foundation day of College observed
09.05.14	Rabindra Jayanti celebration at correctional home
15.08.14	15 th August celebration at Correctional Home with male and female inmates

11.10.14	Elder's Day observed
14.11.14	Children's Day celebration
16.01.15	Seminar on breast cancer organized
07.04.15	Distribution of clothes
31.05.15	World Anti Tobacco Day celebration

6.12 Activities and support from the Parent – Teacher Association

03

6.13 Development programmes for support staff

03

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

Plantation, Cleaning up of the college campus, Eco projects and bio-projects, restricting use of plastic

Criterion – VII

7. Innovations and Best Practices

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

Taking class test performance into account in determining the result of Test Examination.

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

Air conditioners installed in microbiology laboratory
Online admission for both Honours and General Courses

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

Sensitization through quotes
Providing clothes to the poor people in the adopted ward
Bi-monthly publication of % of attendance of the students

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

Annual Camp of NSS of colleges under BU held at MUC Women's College.
Five seminars on environmental awareness, health and hygiene, Domestic violence, Global terrorism held on the occasion

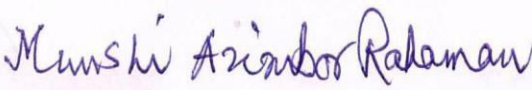
7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

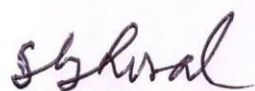
Regular collection of feedback from the students
Notices hosted on website for wide publicity and universal accessibility

8. Plans of institution for next year


- Installation of AC in Microbiology Lab
- Completion of Auditorium
- Introduction of Add-on Courses
- Construction of Diamond Jubilee Gate
- Face-lifting of the terrace before RM building
- Creation of Diamond Jubilee Student Welfare Fund
- Uploading teaching module
- Hosting Teachers' Profile on the website to augment scope of consultancy

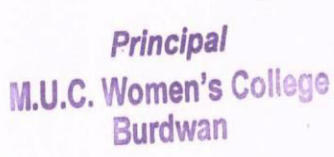


Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC





Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
