



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution		Muralidhar Girls' College
• Name of the Head of the institution	Dr. Kinjalkini Biswas	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	03324644371	
• Mobile No:	9433112142	
• Registered e-mail	muralidhargirls@gmail.com	
• Alternate e-mail	kinjalkini1962@gmail.com	
• Address	P-411/14, Gariahat Road, Ballygunge	
• City/Town	Kolkata	
• State/UT	West Bengal	
• Pin Code	700029	
2.Institutional status		
• Affiliated / Constitution Colleges	Affiliated	
• Type of Institution	Women	
• Location	Urban	

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	University of Calcutta				
• Name of the IQAC Coordinator	Subhasree Chakraborty				
• Phone No.	03324644371				
• Alternate phone No.	8944853604				
• Mobile	9775321975				
• IQAC e-mail address	iqac@muralidhargirlscollege.ac.in				
• Alternate e-mail address	subhasree.chakraborty@muralidhargirlscollege.ac.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://muralidhargirlscollege.ac.in/pdf/iqac-aqar/AQAR%202022-23.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://muralidhargirlscollege.ac.in/pdf/ACADEMIC CALENDAR/Academic%20Calendar%2023-24.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	A	3.06	2023	07/12/2023	06/12/2028
Cycle 2	B++	2.76	2016	15/11/2016	14/11/2021
Cycle 1	B+	76	2004	03/05/2004	02/05/2009
6.Date of Establishment of IQAC			30/11/2004		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Library	Special Book Grant	Dept. of Higher Education, Govt. of West Bengal	2023	Rs. 2268690/-
8.Whether composition of IQAC as per latest NAAC guidelines			Yes	
• Upload latest notification of formation of IQAC			View File	
9.No. of IQAC meetings held during the year			02	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?			Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report			View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?			No	
• If yes, mention the amount				
11.Significant contributions made by IQAC during the current year (maximum five bullets)				
• IQAC accomplished the NAAC Peer Team visit for Cycle 3 on November 28th and 29th, 2023. The College is accredited with Grade A.				
• The IQAC successfully conducted AAA by external experts for all departments during 2023-24.				
• The IQAC ensured the establishment of the Incubation Centre and monitored its functioning.				
• The Gender Audit Cell, under the guidance of IQAC, prepared the Gender Audit Report 2023-24. Moreover, IQAC ensured conduct of quality related audits like Green Audit and Energy Audit.				

- IQAC played a proactive role in initiating add-on courses by different departments. As a result, 16 add-on courses were conducted during 2023-24. Moreover, the IQAC signed MoUs with five academic institutions during the year 2023-24.

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Organize Add-on Courses by various departments to enhance students' employability, in alignment with the NEP 2020.	Ten Add-on courses were successfully conducted by several departments, focusing on skill enhancement and employability, in compliance with the NEP 2020 framework.
Conduct an exhibition of handmade products by students and alumni to highlight entrepreneurial initiatives, under the aegis of the College Incubation Cell, during the NAAC visit.	A well-organized exhibition was held on the day of the NAAC visit, showcasing handmade products by students and alumni, fostering the entrepreneurial spirit on 29th & 30th November, 2023.
Organize mock NAAC visits with the principal and experts to prepare for the peer team evaluation.	Mock NAAC visits were conducted with active participation from the principal and external experts, simulating the peer team evaluation process and ensuring preparedness on 08.11.23 & 17.11.2023
Submit a proposal for the construction of creche facilities and a girls' hostel in the new annex building using RUSA funds.	A formal proposal for the construction of creche facilities and a girls' hostel was submitted, and the planning process is ongoing, funded through RUSA grants.
Develop a project proposal titled "Women in Scientific, Medical, and Technical Education in Calcutta from 1974-2007" by Dr. Chandrakala Dutta, Associate Professor, Department of History.	Action Not Taken - The project proposal was not initiated during this period.
Conduct the Academic and Administrative Audit (AAA) for the academic session 2023-2024.	The AAA for the academic session 2023-2024 was successfully conducted, evaluating both academic and administrative processes.
Organize programs with partner organizations, universities, and	The faculty exchange programme was organized with the Prafulla

colleges with which Memoranda of Understanding (MOUs) have been signed.	Chandra College and Muralidhar Girls' College in respect to Department of Bengali and Geography as per the MOUs, fostering academic exchange and student development for the session April-June 2024.
Conduct workshops, online webinars, and seminars on various academic and professional topics.	The sum total of Seventeen (workshop, online webinar, and seminars) were conducted, by the various departments addressing diverse academic and professional topics aimed at enhancing student learning and skill development.
Facilitate recruitment drives and placement programs through the Career Counselling & Placement Committee.	A comprehensive career counselling was conducted on 07.01.2024 & 22.04.24 with Brainware University on professional courses alongside placement programs to enhance student employability.
Collect event reports from departments for the academic session 2023-2024.	Event reports from all departments were systematically collected, documenting academic, cultural, and extracurricular activities held during the session.
Circulate feedback forms among students and staff to complete the feedback system for continuous improvement.	Feedback forms were circulated and responses were systematically collected from both students and staff, contributing to the college's quality enhancement initiatives.
Organize the alumni program in accordance with the schedule proposed by the Alumni Committee.	The alumni program was successfully organized, as per the scheduled plan, strengthening alumni engagement and fostering ongoing relationships on 23.11.2024.
13. Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	30/11/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	11/03/2024

15. Multidisciplinary / interdisciplinary

Muralidhar Girls' College exemplifies a forward-thinking approach to education by embracing multidisciplinary and interdisciplinary frameworks, aligning seamlessly with the core principles of the National Education Policy (NEP). As an affiliated institution of the University of Calcutta, the college adheres to UGC guidelines in its carefully curated syllabus, which integrates diverse fields of study. This framework fosters holistic education by blending Indian cultural values with global perspectives, preparing students for dynamic career opportunities and responsible citizenship. A notable example of this approach is the multidisciplinary subject combinations introduced under the Credit Curriculum Framework (CCF) in 2023-24. Students were encouraged to explore innovative combinations such as English and Philosophy with Economics, Political Science, or Sociology. This enabled them to gain a comprehensive understanding of human behaviour, society, and literary traditions. Similarly, science combinations like Psychology and botany reflect the college's commitment to bridging traditional academics with modern industry demands. In addition to traditional academics, the institution prioritizes skill development through vocational and value-added courses. Combinations like Botany and Geography exemplify this, offering students the chance to delve into environmental management and sustainable development—fields critical to addressing global challenges. To further enhance learning, the college employs innovative pedagogical tools, including blended learning, smartboards, and e-learning platforms, which make education more accessible and engaging. The interdisciplinary ethos is also evident in co-curricular initiatives such as interdepartmental seminars and collaborations addressing themes like cultural diversity, language studies, and human rights. Research activities across departments add depth to this approach, encouraging students to draw insights from multiple fields. Beyond

academics, the college emphasises life skills, critical thinking, and problem-solving through activities like photography clubs and field trips/ excursions. Social awareness and personal growth are fostered through initiatives like the National Service Scheme (NSS), National Cadet Corps (NCC), yoga, and Self-defense programs. Additionally, environmental sustainability is embedded in the institution's values, with initiatives such as green audits, rainwater harvesting, and solar panel installations promoting eco-consciousness. Thus, Muralidhar Girls' College aims to create an inclusive and empowering educational environment through its multidisciplinary and interdisciplinary strategies. By integrating traditional and contemporary fields, encouraging interdisciplinary research, and fostering sustainability, the college prepares students for diverse and evolving roles in a globalized economy while nurturing values of inclusivity, innovation, and responsible citizenship.

16.Academic bank of credits (ABC):

The Academic Bank of Credits (ABC) is a pivotal initiative under the National Education Policy (NEP 2020), designed to bring flexibility, accessibility, and transparency to the Indian education system. Managed by the University Grants Commission (UGC), ABC serves as a digital repository that stores the academic credits earned by students during their educational journey. These credits can be transferred between institutions, allowing students to design personalized learning pathways. Though the University of Calcutta has not yet made the ABC ID mandatory, students can voluntarily create their ID through the ABC portal to benefit from this system. The ABC promotes flexibility by empowering students to learn at their own pace and choose interdisciplinary combinations to build unique degree programs. For instance, a student can combine credits from humanities, science, and vocational courses to create a multidisciplinary education portfolio. This aligns with the NEP's vision of fostering learner-centric education by enabling students to access courses of their interest across institutions. Additionally, the system enhances accessibility by removing barriers and integrating prior learning experiences. Through initiatives like APAAR (Automated Permanent Academic Account Registry), introduced in remote areas via Common Service Centres (CSCs), the government has ensured that even rural students can access the benefits of ABC. Linking the APAAR ID with DigiLocker makes it easier to maintain academic records securely and transparently. ABC also promotes equity and inclusivity, ensuring all students have equal opportunities to pursue quality education regardless of their socio-economic background. By simplifying credit transfer mechanisms and

reducing the dependency on physical certificates, the platform enables seamless mobility between institutions for graduation and post-graduation studies. While ABC facilitates credit redemption and transfer, the issuance of certificates and final evaluations remains with the academic institutions, maintaining a structured and quality-assured educational process. This transformative initiative aligns with modern technological platforms like Samarth, Swayam, and Diksha to streamline academic operations and enhance the learning experience for millions of students. While not mandatory for the University of Calcutta admissions, creating an ABC ID equips students with greater flexibility, mobility, and opportunities to explore innovative learning pathways aligned with global education standards.

17.Skill development:

Higher Education Institutions (HEIs) in India are increasingly encouraged to modernize traditional teaching methods to align with contemporary educational demands. Muralidhar Girls' College, adhering to the National Education Policy (NEP), has developed a curriculum focused on character building, value education, and equipping students for meaningful careers. The college emphasizes skill development by offering vocational training and leveraging Online and Distance Learning (ODL) methods to promote interdisciplinary education and research. A prime example is the Travel and Tourism Management (TTMV) course, designed as a three-year semester-based program under the Choice Based Credit System (CBCS) and later updated to a four-year Major course under CCF. This program imparts versatile skills in business management, marketing, human resources, project management, and cross-cultural communication, expanding career opportunities for students while providing them with a solid understanding of business principles. The Journalism and Mass Communication (JMC) and Film Studies departments also play crucial roles in fostering essential skills. JMC cultivates expertise in communication, critical thinking, research, and digital literacy, preparing students for impactful careers in media. Film Studies nurtures storytelling, cinematography, technical proficiency, and critical analysis, blending theoretical and practical learning to help students excel in media production, understand cultural narratives, and contribute creatively to the industry. The Economics Department has introduced a 30-hour add-on course, Magic of Excel Spreadsheet, offering a blend of theoretical insights and hands-on practice to meet technical skill demands. Workshops on Excel and PowerPoint further enhance students' technical competencies, complemented by a browsing centre for independent practice. The college also offers short-term

courses in Soft Skills, Media Writing, Embroidery, Cutting and Tailoring, Nutrition and Dietetics, Self-Defence, and more to expand its skill-building efforts. Expert trainers, including alumni and industry professionals, deliver these programs alongside Spoken English and practical training sessions using blended methodologies. These courses, designed to meet market needs, also help re-integrate students who interrupt their studies due to unforeseen circumstances. Additionally, the college nurtures ethical values, scientific temper, and societal well-being through its counselling cell, Jagriti. Jagriti offers free psychological counselling and collaborates with organizations such as Turning Point, an NGO specializing in mental rehabilitation. In a nutshell, the College exemplifies holistic education by integrating skill development, ethical values, and technical proficiency into its curriculum. Through innovative programs, vocational training, and interdisciplinary approaches, the college prepares students for dynamic career opportunities while fostering personal growth, societal responsibility, and lifelong learning in alignment with contemporary educational goals.

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

The various constructive recommendations of National Education Policy (2020) for promoting Indian art and culture by integrating them in the main curriculum has been a primary concern of the College. India holds a distinct position at the global stage because of its cultural developments, civilisational values and rich literature in all the fields. Therefore, all curriculum and pedagogy envisioning in Muralidhar Girls' College strongly prioritises inclusion of local knowledge that is rooted in Indian tradition. The college has always maintained its tradition of being closer to its roots by beginning any programme by chanting Vedic mantra of Swastivachan. The college has taken various measures in 2023 -24 to incorporate the elements of Indian Knowledge System into its curriculum, and co -curricular and extra -curricular activities, to educate the students in the native knowledge resources and tradition. The following activities were particularly undertaken by the college in 2023 -24: A state level seminar on "Srimadbhagavadgita: Self-Realization through Self- Management" was held on 3rd August, 2023 by the Department of Sanskrit, to promote awareness about the contextual importance of ancient Indian texts in modern living. An add on course on Exploration on Ancient Literature, Political System and Mathematical Contributions in Indian Knowledge System was offered by Departments of Sanskrit, Political Science and Mathematics to the students. This add on

course introduced students to the seminal contributions made by our ancient thinkers to the body of world knowledge. Sanskrit Day was celebrated by the Department of Sanskrit on 4th October, 2023. This has been an ongoing tradition in the college which serves to raise awareness about Sanskrit language and its unparalleled linguistic position within the context of the wider world. A seminar was organised by the Department of Botany on 11th October, 2023, on Ethnobotanical Studies based on flora in Arunachal Pradesh, Bihar, Jharkhand, Odisha and West Bengal. The seminar emphasised on native traditional plant science knowledge in these areas and their potential in addressing various ailments. Regular classes on Yoga were held for the students, before the college hours. A yoga competition was held on 10th January, 2024 and World Yoga Day was celebrated on 21st June, 2024. The college always has ensured the physical and mental well-being of students through the regular practice of yoga. The Department of Philosophy celebrated the birth anniversary of Swami Vivekananda on 16th January, 2024. Knowledge about the philosophical teachings of Swami Vivekananda, who drew from our ancient texts and made these ideas accessible to the world, was imparted through this event. International Mother Language Day was celebrated on 21st February, 2024, by the Department of Bengali. This long held tradition emphasises the relevance of our native tongues even in the age of globalisation. Saraswati puja was celebrated in the college on 14th February, 2024. This festivity, enthusiastically participated in by all communities, deifies knowledge and inculcates in students a sense of how important knowledge is in improving one's own self. Post the introduction of Indian Knowledge System into the Common Value Added Course of the newly introduced NEP syllabus, which has been effect since 2023 -24, the college has ensured the organic assimilation of IKS into the curriculum through dissemination of the module through multi-disciplinary and co-operative pedagogy of the Departments of Sanskrit, History, Mathematics and Political Science.

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

In alignment with the National Education Policy (NEP), Muralidhar Girls' College has embraced Outcome-Based Education (OBE) as a transformative approach to teaching and learning. Moving beyond traditional teacher-centric methods, OBE emphasizes clearly defined outcomes that students are expected to achieve by the end of their education. This paradigm focuses on equipping learners with the skills, knowledge, and values necessary to thrive in the modern global economy. Key Features of OBE at Muralidhar Girls' College: Student-Centered Learning: The institution prioritizes learners' interests and abilities by adopting teaching strategies that foster

engagement and motivation. Faculty members act as facilitators, guiding students through personalized study guides, group discussions, and collaborative activities. Integration of ICT and Co-Curricular Activities: The college leverages ICT-based teaching methodologies alongside seminars, extension lectures, field visits, and workshops. Activities such as educational excursions, poster presentations, and career-oriented courses are integral to achieving academic and skill-based outcomes. Course and Program Outcomes (CO and PO): Each department has meticulously designed outcomes that align with the standards of the affiliating University, i.e., the University of Calcutta. These outcomes provide a roadmap for students and faculty, ensuring clarity and purpose throughout the academic journey. Enhancing Communication and Analytical Skills: The College strives to enhance students' communication and analytical abilities through diverse courses and workshops. Spoken Sanskrit classes by the Sanskrit Department promote linguistic heritage and verbal fluency. The English Department's add-on course in translation and anchoring develops creative and professional communication skills. Practical training in Excel spreadsheets by the Economics Department strengthens data analysis expertise, which is essential for academic and professional growth. Moreover, workshops on PowerPoint presentations further equip students with vital visual and oral communication techniques, fostering confidence and readiness for diverse platforms. Further, departments like Geography and Chemistry prepare students for roles in teaching, competitive exams, and industries like Jute Technology, Remote Sensing, and GIS. Memoranda of Understanding (MoU) and Collaborative Efforts: Partnerships with other academic institutions facilitate faculty and student exchange programs, exposing learners to contemporary industry trends and innovative academic practices. Holistic Development Through Humanities and Science: The Humanities stream fosters respect for diverse cultures and instills civic responsibility, while the Science departments encourage critical thinking and inquiry-based learning, aligning with multidisciplinary global demands. Continuous Assessment and Flexibility: The OBE framework includes regular assessments to measure student progress. The flexible approach allows re-enrollment options for students facing unforeseen disruptions, ensuring continuity in education. Post-Education Opportunities: Graduates are equipped to pursue careers in various fields, including education, public services like UPSC and WBCS, and specialized roles such as data analyst, meteorological assistants etc. By embedding OBE principles into its curriculum, Muralidhar Girls' College not only adheres to NEP directives but also fosters a culture of lifelong learning, ethical values, and employability. The institution's commitment to academic excellence and holistic development positions its students for

success in a dynamic world.

20.Distance education/online education:

Muralidhar Girls' College has demonstrated remarkable adaptability in embracing online and blended modes of education, particularly during the challenges posed by the COVID-19 pandemic. When traditional classroom settings became inaccessible, the institution swiftly transitioned to an online format, ensuring the uninterrupted continuation of academic activities. Classes were conducted according to a regular timetable, utilizing a Learning Management System (LMS) for effective teaching, learning, and evaluation. Even after the return to physical classrooms, the college retained certain practices initiated during the pandemic, such as the online distribution of educational resources. These materials are shared via digital platforms to enhance accessibility and convenience for students. Blended mode teaching is practised in tune with NEP. Communication between teachers and students has been streamlined through online groups, fostering seamless information exchange, a practice that continues to benefit both stakeholders. In addition to regular coursework, the college offers employability-focused add-on courses in online mode, catering to the convenience of both trainers and students. This innovation underscores the institution's commitment to enhancing students' professional skills through accessible learning opportunities. The college is also home to the Indira Gandhi National Open University (IGNOU) study centre, offering students an excellent platform to pursue higher education via open and distance learning. This initiative aligns with the institution's mission to provide diverse educational avenues to its students. The faculty members are proactive in keeping up with evolving pedagogical trends. They regularly attend workshops, seminars, and conferences to refine their expertise in online and blended learning methodologies. The institution boasts a robust ICT infrastructure, ensuring smooth technology integration into the academic framework. This includes ICT-equipped academic departments, reliable internet connectivity, and access to online library resources. The college is prepared to adapt to newer pedagogical models to meet the demands of modern education and align with the National Education Policy (NEP) objectives. Through a harmonious blend of online and offline education, the college continues to exemplify its dedication to fostering a dynamic, inclusive, and future-ready learning environment.

Extended Profile

1.Programme

1.1	762
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	1048
Number of students during the year	
File Description	Documents
Data Template	View File
2.2	721
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	433
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	83
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	86
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	45
Total number of Classrooms and Seminar halls	
4.2	53.11
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	85
Total number of computers on campus for academic purposes	

Part B**CURRICULAR ASPECTS****1.1 - Curricular Planning and Implementation**

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Muralidhar Girls' College attempts to implement effective curriculum delivery providing holistic development for its students. The academic session begins with an orientation focusing on campus infrastructure, sustainability initiatives and available resources like the library, free internet browsing center, wellness center, gymnasium hall, training on self-defense and yoga. The institution has introduced the new Curriculum and Credit Framework (CCF, 2022) system, under NEP 2020, while the curriculum and syllabi designed by the parent university. Contemporarily, it also follows the Choice Based Credit System (CBCS, 2018). Under CCF, 4-year B.A and B.Sc (Honours with or without research) and 3-year (Multidisciplinary) courses has been implemented in 20 regular subjects and one 4-year (Honours core Vocational) course for TTMV and it's concepts are such as Major/DSCC, Minor, IDC, MDC. Technological resources in classrooms enhance learning experiences, complemented by educational trips and internships. The central library provides various resources, including e-books and e-journals. The assessment process is practiced via regular evaluation. Regular need-based survey for students is conducted yearly. Overall, these initiatives aim to provide students with a holistic educational experience, equipping them with the skills and mindset necessary for success in their

academic and professional endeavors.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://muralidhargirlscollege.ac.in/pdf/Know%20Your%20College%2023-24-1.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Muralidhar Girls' College diligently adheres to the academic calendar to ensure smooth and effective academic operations, including the conduct of Continuous Internal Evaluation (CIE). The academic calendar, meticulously planned and communicated at the start of each academic session, serves as a blueprint for all academic and co-curricular activities and also every department tunes with self-academic calendar. It outlines tentative timelines for semester commencement, class schedules, examinations and evaluation processes.

In line with this calendar, the institution conducts CIE at regular intervals, ensuring that assessments align with the prescribed syllabus coverage. This systematic approach fosters timely feedback, enabling students to track their progress and improve continuously. The evaluation methods include assignments, quizzes, class tests, practical assessments, and project presentations, seminars.

Strict adherence to the academic calendar reflects the institution's commitment to maintaining academic integrity and quality. It ensures uniformity and fairness in the evaluation process, avoiding delays that could disrupt students' academic progression. Faculty members and administrative staff work collaboratively to implement the CIE schedule effectively, creating a structured and disciplined academic environment.

By integrating CIE seamlessly within the academic calendar, the institution promotes consistent learning and fosters a culture of accountability and excellence among students and faculty alike.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://muralidhargirlscollege.ac.in/pdf/ACADEMIC_CALENDAR/Academic%20Calendar%2023-24.pdf

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

83

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

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

10

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

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

560

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

560

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

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

The institution integrates crosscutting issues such as Professional Ethics, Gender, Human Values, Environment, and Sustainability into the curriculum to nurture socially responsible and ethically conscious graduates. These themes are embedded in course content, co-curricular activities, and institutional practices, fostering a holistic learning environment.

Professional ethics is emphasized through subjects. Case studies and real-world applications help students understand the importance of ethical decision-making in their respective fields. Gender

sensitivity is addressed through workshops, discussions, and curriculum modules that promote gender equality and inclusivity, encouraging students to challenge stereotypes and embrace diversity.

Human values are cultivated through courses in humanities and social sciences, conducted as well as through initiatives like community service and cultural events. A strong wing of the NSS Unit and NCC has conducted relevant empowering events for the students. Environmental sustainability is a significant focus, with topics on rain water harvesting, renewable energy, green audit, waste management. Field visits and projects further enhance awareness of environmental issues.

The institution's commitment to these crosscutting issues creates a learning atmosphere where students are equipped not only with technical knowledge but also with the moral and ethical grounding to contribute meaningfully to society and the environment.

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

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

10

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

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

72

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows		B. Feedback collected, analyzed and action has been taken
File Description	Documents	
Upload any additional information	View File	
URL for feedback report	https://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=136&Itemid=0	
TEACHING-LEARNING AND EVALUATION		
2.1 - Student Enrollment and Profile		
2.1.1 - Enrolment Number Number of students admitted during the year		
2.1.1.1 - Number of sanctioned seats during the year		
1305		
File Description	Documents	
Any additional information	No File Uploaded	
Institutional data in prescribed format	View File	
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)		
2.1.2.1 - Number of actual students admitted from the reserved categories during the year		
127		
File Description	Documents	
Any additional information	No File Uploaded	
Number of seats filled against seats reserved (Data Template)	View File	
2.2 - Catering to Student Diversity		
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners		
Each department assesses the students' learning levels through prior academic performance, class participation, class tests, and feedback		

from faculty. Generally, advanced and slow learners are identified by their ability to grasp concepts and assessment performance.

Strategies followed for Advanced Learners:

- Teachers guide the advanced learners in their reference work and help them access e-materials from INFLIBNET and other sources.
- After looking at their previous knowledge and deep interest in their subject, teachers guided them through various reference books.
- Special lectures are arranged to help the students acquire more knowledge.
- Students make wall magazines and project works on different topics of their choice with the help of the teachers.
- Students are encouraged to participate in different competitions, which provide them with knowledge, and they can even learn to share their acquired knowledge.
- Meritorious students are awarded cash prizes/ medals and certificates for securing high marks in both College and University Examinations.
- Advanced learners are encouraged to participate more in research in the future.

Strategies Followed for Slow Learners:

- After identifying the slow learners during the classes, the teachers provide them with special classes and also personally help them with their doubts.
- Students are encouraged to use departmental libraries. All the departments have rich seminar libraries where students can easily access their subject books.
- Extra classes are arranged to help the students as required.
- Literature departments pay special attention to developing

language skills and writing abilities.

- Slow learners receive reference books and study materials from the teachers to enhance their learning abilities.

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

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

Number of Students	Number of Teachers
1048	83

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

- The teaching-learning process has evolved according to the scope of the syllabus formed by the University of Calcutta.
- Apart from the traditional classroom lecture method, the College and different departments arrange workshops and seminars.
- Micro-teaching and peer interactions are some of the methods that are adopted by teachers.
- The college organizes special lectures and Add-On courses for the students.
- Several departments take their students on field visits and exhibitions to give them better exposure to new developments.

- Students are encouraged to participate in various intra- and inter-college competitions and sports activities to improve themselves in the future.
- Interactive Club train the students on public speaking.
- The college magazine 'Suparna' provides a platform to the students for expressing their creative self.
- The college has arranged programmes related to career and placement, which helps our students develop their self-confidence.
- Our college takes special care in developing entrepreneurship skills by arranging an Annual Fete called 'Anandamela'.
- The College Library has INFLIBNET and British Council membership, which gives access to extra knowledge.
- Science departments inculcate problem-solving methods in students by giving them different lab experiments, which further enhance their analytical skills.

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

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

- Teachers often use ICT tools to make the teaching-learning process more effective. Adopting ICT-enabled teaching-learning processes like showing audio-visual or PPT presentations draws students' attention to the topic.
- Routines, exam-related notices, and other general notices are displayed on the college website and even delivered to the students through the WhatsApp groups. The college also regularly updates the teacher profiles and other information

on the college website.

- Teachers regularly upload E-Learning materials in the LMS portal. They also share study materials, e-resources and other necessary information with the students through Semester-wise WhatsApp groups.
- The college has two dedicated smart classrooms. Various seminars, workshops, and webinars are arranged in those smart classrooms. However, some other classrooms also have projectors.
- The College has a Browsing Centre funded by RUSA, where basic computer skill classes are arranged for all departments. Teachers guide the students during this process of gaining knowledge through ICT.
- The college library has subscribed to INFLIBNET, which has access to both faculty members and students.
- A few departments have arranged movie screening sessions where films related to their syllabus are shown. This gives the students a better understanding of their texts.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

22

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

83

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

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

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

35

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

1022

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

2.5 - Evaluation Process and Reforms

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

- The IQAC, in collaboration with the Academic Sub-Committee, oversees and ensures the continuous internal evaluation process throughout the year.
- As per the guidelines of the University of Calcutta, internal assessments, tutorials, and practical examinations are conducted by the college faculty.
- The college conducts internal assessments, tutorials, and practical examinations, and the marks are uploaded within the timeframe specified by the University.
- Examinations are conducted as scheduled, and students are informed through the college notice board, the college website and WhatsApp group.
- Answer scripts are evaluated carefully and preserved for future reference if needed. Following the internal assessments, the departments organize Parent-Teacher Meetings (PTMs) to discuss the student's progress.
- After thoroughly analysing results, a roadmap is formulated to enhance student outcomes.

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

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

- Our college has a robust, transparent, time-bound, and efficient mechanism to address examination-related grievances under the Annual Quality Assurance Cell of Muralidhar Girls' College.
- Departments conduct internal assessments, and answer scripts are preserved after examinations.
- If students are dissatisfied with the marks obtained, they can approach the respective department for clarification.
- In such cases, departments show the answer scripts to the students and explain the reasons behind the deduction of marks.
- The college conducts internal assessments, tutorials, and practical examinations following the rules and regulations of Calcutta University.
- Tutorials are preserved and shown to students for clarification of any doubts if needed.

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

2.6 - Student Performance and Learning Outcomes

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

- The IQAC and the Principal of the College meet annually before each academic session to discuss the programmes and course outcomes that need to be communicated to the departments.

- The Heads of Departments and other faculty members teaching specific courses emphasize the relevance and importance of the courses. They also discuss the job opportunities available to students in their respective programmes.
- Departments design the programme and course outcomes in alignment with the syllabus of the University of Calcutta, which is discussed with students during the Induction Programme.
- At the beginning of the Induction programme, the Principal addresses new students, providing information about the various programmes and courses offered by the college and their respective outcomes.
- The Programme and Course Outcomes are uploaded to the college website for easy access.

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

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

- The attainment of the Programme and Course Outcomes is aligned with the syllabus of the University of Calcutta.
- The college evaluates the outcomes of structured plans implemented at the beginning of each academic session. The attainment method, formulated by IQAC, is followed by the departments. The attainment is calculated based on external examination (80%) and continuous evaluation (20%).
- Teachers carry out continuous evaluation through methods such as class tests, interactive sessions, microteaching, and

discussion sessions.

- Departments maintain a comprehensive register of student results.

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

2.6.3 - Pass percentage of Students during the year

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

357

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://muralidhargirlscollege.ac.in/pdf/feedback-report/Student%20Satisfactory%20Survey%20Report%20%202023-2024.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

17

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

01

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

05

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Throughout the academic year, our college has organized a series of impactful extension and outreach programs through NSS, NCC, aimed at sensitizing students to social issues and contributing to their holistic development. The Independence Day celebration on 15th August 2023 fostered patriotism among students, while the Gender Sensitization Workshop from 20th to 22nd September 2023, addressed gender equality and encouraged students to challenge traditional societal norms. On Mental Health Day (10th October 2023), a Mental Well-being Lesson for Young Adults was conducted to raise awareness about mental health issues, emphasizing the importance of psychological well-being. A Cleanliness Drive was organized on 12th October 2023, where students cleaned the campus and neighboring

areas, promoting environmental sustainability. In alignment with World AIDS Day, an Online Quiz Competition was held on 5th December 2023, followed by an Awareness Program on HIV/AIDS conducted by Piyali Das, Assistant Director, Youth Affairs, Government of West Bengal. Other significant activities included a Tree Plantation Program, Blood Donation Camp, and health-related initiatives like ECG and Blood Sugar Testing Camp in collaboration with NRS Hospital. Vocational training was offered by Pidilite, and students participated in International Yoga Day event on 21.06.2024 to promote physical and mental wellness. These programs, combined with various educational outreach initiatives like Psychological Counseling, Cybersecurity Awareness, and community medical camps, have significantly contributed to students' personal growth and the welfare of the local community.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

16

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

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

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

42

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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

1004

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

3.4 - Collaboration

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

6

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

05

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Muralidhar Girls' college makes every effort to assign and apply the available funding grants for the upkeep and maintenance of various facilities by setting up frequent meetings of various subcommittees established specifically for this purpose.

Laboratories are well equipped and computers have been purchased for all departments and library. Instruments purchased at different times are recorded in a stock register, maintained by the Heads of the respective departments. Laboratories are regularly maintained by the respective teaching faculties of the lab based departments as well as by the laboratory assistants.

The following infrastructural up gradations were completed during the last year:

- Establishment of the Browsing centre for students having computers for students use.
- Dedicated staff to assist and train students in the browsing centre.
- Extension of the college building to create more class rooms, Library space and hall under RUSA grant.

- Transformation of a class room into smart room (Room No. 22).
- Teaching learning process was supported by the teachers through tutorials, class notes etc which were regularly uploaded in the college LMS portal.
- Establishment of Incubation Centre.
- Up-gradation of Psychological Counselling cell.
- Up-gradation of Research and development cell.
- Installation of Web OPAC (Online Public Access library Catalogue) to provide remote access of the library catalogue to the users.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=187&Itemid=0

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has different committees to conduct cultural programmes and sports time to time. College organizes Indoor and Outdoor sport every year, which has huge response from the students. Indoor game events are Chess, Carrom, Table Tennis, Self Defence, and Yoga. Sufficient sports instruments are there for students' use.

Outdoor sports events are: Run, Riley Race, Long Jump, Javelin, Shot-put, and Discuss etc.

Gym was renovated and is fully functional. Equipments are used by students regularly.

The gym area of the college is - About 360 Square feet (45 feet*8 Feet)

Year of starting self defence class- 2016

Number of self defence students in 2023-2024- 17

Year of starting Yoga class- 2016

Number of Yoga students in 2023-2024- 29

Establishment of Gym- 2001 (Renovated on 2016, 2021 and 2023)

Cultural activities like Saraswati Puja, Independence Day Celebration, Rabindra jayanti, Sanskrit Day Celebration and many such other programmes were celebrated as usual.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=178&Itemid=0

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

38

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

38

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=189&Itemid=0
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

lakhs)

21.01

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

4.2 - Library as a Learning Resource

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

- The library is automated with KOHA software from February, 2024. Previously, from 2013 to January, 2024, library used customized software. During the last year (2023-24), library served the users through both online and off line mode.
- Library database facilitates remote access through WEB OPAC (Online Public Access Catalogue). The database is fully updated.
- Students' orientation programmes are conducted annually for the newcomers.
- Previous years University question papers are digitized and uploaded in the library web page of college website.
- Semester-wise three whatsapp groups are maintained with students of all departments. Soft copy documents are being supplied according to the students need.
- Ex-Students groups are also maintained to provide job related information.
- Students are encouraged to use the online database Nlist.
- College subscribes 11 popular magazines 6 News papers, 2 job related news papers and 12 scholarly journals (Having online access as well as hard copy).

- Our Library is a member of the British Council Library.
- Career Guidance books are available for students.
- Annual contract for library dusting and pesticide Spray.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=163&Itemid=0

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.18

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****27**

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The college provides a good quality of IT facilities to help students and teachers for their studies.

All the departments are provided with desktops and printers for smooth functioning of daily departmental activities.

College has total 85 computers for academic use. All the computers in the college campus are connected through structured LAN.

The college has three Broadband Internet Connection of Alliance Broadband Services Private Limited with bandwidth 250Mbps (For Browsing Centre), 510 Mbps (Ground Floor) and 510 Mbps (For Others).

For regular maintenance of computers, printers and photocopy machines, local vendor has been given the AMC. Internet service to the computer provided through hardware firewall and the college has installed Antivirus mechanism to manage the threat.

The college Central library has five terminals for students internet browsing. Besides, they can search library database and also watch movies by playing CDs that the library have.

A separate computer browsing centre has also been established for students use.

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

4.3.2 - Number of Computers

85

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

22.21

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The upkeep of various facilities is overseen by sub-committees.

For the laboratory, a stock register is maintained that records instruments acquired over time, and skilled technicians carry out repairs on these instruments as needed.

The library committee convenes regularly to establish policies aimed at enhancing service quality. Subscriptions for journals, magazines, daily newspapers, and employment-oriented papers are made consistently. Books are arranged according to the Dewey Decimal Classification System. Dusting and pesticide treatment of the library are included in the annual maintenance contract (AMC). Additionally, all computers are routinely inspected and serviced under the AMC.

In the ICT sector, various desktops, laptops, projectors, handy-cams, and printers have been procured using RUSA Grant and college funds, which are then allocated to different departments. Most departments receive desktops, while some are also equipped with laptops.

Support Facilities: (i) A dedicated full-time sweeper and a part-time sweeper are responsible for keeping the campus clean. (ii) Servicing of ware filters are regularly done by professionals. (iii) The solar panels installed on the college rooftop ensure a constant power supply, reducing electricity needs from CESC. (iv) A part-time electrician is employed to handle the maintenance and servicing of various electrical connections and to operate generators. (v) The entire college, including the library, is monitored by CCTV, which is managed through a maintenance contract. (vi) The Elevator is also under annual maintenance contract. (vii) College has proper fire extinguishing system which is refilled properly in due time.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support**5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year****460**

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

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year****37**

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

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

B. 3 of the above

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

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

229

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

229

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

05

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

47

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government

examinations) during the year**02**

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.****04**

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

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

At Muralidhar Girls' College, student participation is a cornerstone of the institution's commitment to fostering an inclusive and participatory environment. The college actively facilitates student engagement in administrative, co-curricular, and extracurricular activities, empowering them to contribute to the academic and social fabric of the institution.

- **Decision making process:** The college currently does not have an elected Student Council under the West Bengal Government's rules, students are given representation in various committees

and administrative bodies. These committees include academic, discipline, cultural, and other decision-making groups. This platform ensures that students' voices are heard and their perspectives considered in shaping institutional policies and activities.

- **Co-curricular and extra-curricular activities:** The college encourages students to actively participate in co-curricular and extracurricular activities. These activities include debates, sports, cultural programs, and community initiatives, offering students opportunities to develop leadership, organizational, and teamwork skills. Through these engagements, students also build a sense of belonging and collaboration within the campus community.

Overall, the college strives to cultivate leadership qualities, responsibility, and effective communication among students. By involving them in various facets of college life, the institution promotes a holistic educational experience, ensuring students contribute to and benefit from a vibrant and dynamic academic environment.

File Description	Documents
Paste link for additional information	https://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=56&Itemid=0
Upload any additional information	No File Uploaded

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

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

23

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Inception of the Alumnae- It was established in 2002, registered in 2004 under the Registration of Societies Act, XXVI, 1961 of the Government of West Bengal, Registration No. SO256218 of 2016-17 with 203 registered members. The Alumnae Association was re-registered in 2023 with 553 members. It acts as bridge between the past and present students, some of whom are part of faculty and non-teaching staff of the College. Others are well placed in different fields. They also take part in various activities of the College.

Alumnae Students are represented in the extended IQAC. They act as resource persons for the Add-on courses.

The College Reunion and Alumnae Meet of the College create a platform for job opportunities and showcases entrepreneurial talent by encouraging them to exhibit and sell handicrafts and food items at the Meet.

In this way the Alumnae Association continues to play an integral role in the development of the College.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
File Description	Documents
Upload any additional information	No File Uploaded
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>The vision of Muralidhar Girls' College is to empower women through a comprehensive, value-based education that fosters intellectual rigor, social responsibility, and global awareness. The college aims to equip students with the knowledge, skills, and confidence to become informed, compassionate, and responsible global citizens. By providing a strong academic foundation and promoting awareness of global issues, the college encourages students to enhance their entrepreneurial skills through the incubation cell. The goal is to inspire women to lead and make a positive societal impact. The college's mission is embodied in its motto, "ATMADIPO BHABO," which focuses on holistic student development. This aligns with the United Nations' Millennium Development Goal of promoting gender equality and empowering women, as well as the National Education Policy's call for equal opportunities through add-on and soft skill courses conducted by the college. The governance structure of the college reflects its mission, with decision-making involving both teaching and non-teaching staff. The Governing Body (GB), comprising the President, Principal, University and Government nominees, and staff members, shapes the institution's strategic direction. The GB ensures that the college remains focused on its mission by continuously assessing academic programs and incorporating feedback from stakeholders and the IQAC. This dynamic approach enables the college to respond effectively to evolving educational needs.</p>	
File Description	Documents
Paste link for additional information	https://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=46&Itemid=0
Upload any additional information	View File

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

Muralidhar Girls' College fosters holistic development through a decentralized management structure, where committees and cells are entrusted with specific responsibilities. This approach promotes shared accountability among faculty, staff, and students, ensuring an inclusive academic environment. The principal extends academic guidance and ensures a positive learning atmosphere, aligning the college with a structured academic calendar. Under the leadership of the Principal and IQAC, the college secured an 'A' grade in the NAAC assessment in November 2023, underscoring its commitment to academic excellence. The college emphasizes participative management, with faculty, including the Librarian, playing vital roles in academic and administrative decision-making. Students actively contribute to various committees, such as Sports, Cultural, and Grievance Redressal, enriching campus life. The NSS unit organizes significant community service activities, including free health check-ups for slum dwellers and blood donation camps in collaboration with NRS Hospital, showcasing the college's social responsibility. The Alumni Association organizes events, and strong relationships with guardians are maintained. Regular meetings with faculty, non-teaching staff, and committees ensure decentralized decision-making, with transparent communication of decisions from the Governing Body, fostering accountability and continuous improvement.

File Description	Documents
Paste link for additional information	https://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=49&Itemid=0
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Muralidhar Girls' College successfully implemented its 2023-24 strategic plan, aligning with its vision to foster a conducive learning environment. The plan emphasized curriculum delivery, regular feedback, and the integration of ICT tools to enhance teaching quality. The college encouraged research through UGC care journals and experiential learning via field trips. Infrastructure improvements included upgraded library services, digital resources, and a new annexure building. Student support was strengthened with

scholarships, skill development programs, and career guidance. Sustainability initiatives like solar energy use and community service through the NSS unit were prioritized. Decentralized governance ensured efficient management. Key initiatives included preparing an academic calendar, organizing department programs and fostering student engagement. Quality assurance efforts focused on AQAR, NAAC 3rd cycle preparations, and online feedback mechanisms. Add-on courses, field study tours, workshops, webinar and faculty development programs contributed to academic growth.

The newly established incubation cell under IQAC promoted entrepreneurial endeavours which integrated the Anandamela event in 2023, supporting entrepreneurship. The Jagriti counselling services supported students' mental health. Internal audits ensure operational efficiency. The college has been accredited with 'A' grade by NAAC which reinforces its commitment to educational excellence and sustainability.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Muralidhar Girls' College follows a decentralized and collaborative administrative and academic structure, which ensures effective governance and the achievement of its institutional goals. The Governing Body oversees the overall management and policies, while the principal extends academic and administrative leadership. The IQAC plays a key role in quality assurance, preparing Action Taken Reports at the end of each academic session to assess progress. The Teachers' Council supports academic decision-making, ensuring the curriculum is implemented effectively by various departments, each led by Department Heads. Administrative functions are managed by the office staffs, and student welfare is supported through various committees. The Finance Committee manages budgeting, and the Alumni Association helps maintain strong community ties. Staff appointments adhere to government regulations. Teaching staff recruitment is managed by the West Bengal College Service Commission (WBCSC), which recommends candidates from a merit list, and the Governing Body

issues appointment letters. Non-teaching staff appointments follow state government orders and University of Calcutta statutes, ensuring transparency and compliance. The college's organizational structure is divided into three main sections: Teaching Staff, Administrative Staff, and the library. Each section works efficiently within the hierarchical system, promoting transparency, accountability, and academic excellence across all levels of the institution.

File Description	Documents
Paste link for additional information	https://muralidhargirlscollege.ac.in/pdf/iqac/IQAC%20Action%20Taken%20Report%202023-24.pdf
Link to Organogram of the Institution webpage	https://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=49&Itemid=0
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

Muralidhar Girls' College demonstrates a strong commitment to the welfare of its teaching and non-teaching staff through an array of thoughtfully designed measures. These initiatives prioritize

financial stability, health, security, and overall well-being.

The institution has embraced following welfare initiatives for the teaching and non-teaching staff:

- **Financial Welfare:**
 - Accumulation of savings through General Provident Fund (GPF) as per West Bengal Government norms.
 - Scope for loan from GPF for employees under Pay packet.
 - Interest-free ad hoc payments to newly appointed full-time teaching and non-teaching staff till issuance of Pay fixation order.
 - Long-term and short-term loans at discounted rates to members of Muralidhar Girls' College Cooperative Credit Society.
 - Festive bonuses and Puja advances for temporary non-teaching staff.
- **Retirement Benefit:**
 - Pension, Gratuity, leave encashment for regular employees per West Bengal Government guidelines.
- **Leave Benefits:**
 - 180 days of full-paid maternity leave for female employees.
 - 30 days of full-paid paternity leave for male employees.
 - 730 days of full-paid child care leave for eligible female staff.
 - Casual leave, Earned leave and medical leave as per Government rule.
 - Appropriate leave for attending Faculty Development

Programme (FDP)/ OP/RC/ Seminar/Conference/ Workshop.

- **Health and Wellness:**
 - West Bengal Health Scheme for full-time staff since 2017.
 - Employee State Insurance for temporary non-teaching staff.
 - Weekly medical consultations at the college infirmary.
 - Wellness programs by NSS including blood donation camp.
- **Accommodation and Facilities:**
 - On-campus caretaker quarter
 - Canteen with health-conscious meal options for teachers.
- **Security and Infrastructure: CCTV surveillance for safety and security.**
 - 24x7 Security guard
 - Research facilities in an upgraded research center.

File Description	Documents
Paste link for additional information	https://muralidhargirlscollege.ac.in/index.php?option=com_content&view=article&id=92&Itemid=0
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

07

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

02

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

10

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

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

Muralidhar Girls' College has a structured Performance Appraisal System to assess the effectiveness and contribution of its teaching and non-teaching staff in academic and administrative roles. The Principal ensures adherence to the code of conduct by all..

Teaching Staff:

- Appraisal is conducted under the Career Advancement Scheme (CAS) and Principal's Appraisal.
- Biometric attendance, combined with attendance registers, is regularly monitored by the Principal.
- Service books are meticulously maintained for staff in substantive posts, documenting attendance and leave records, which are reviewed annually by the Leave Committee and approved by the Principal.
- The college follows the Performance Based Appraisal System (PBAS) as per UGC and West Bengal Government guidelines, ensuring transparency and accountability. PBAS reports are scrutinized by the IQAC Coordinator and placed before the Governing Body to complete formalities for setting up of Screening/ selection committee. In 2023-24, seven CAS files were processed, resulting in faculty promotions, including redesignation as Associate Professor.
- Faculty members are encouraged to pursue research, publications, and professional development programs.

- The Principal also oversees the daily activities of State-Aided College Teachers (SACT).

Non-Teaching Staff:

- Performance is evaluated through self-appraisal and Principal's appraisal.
- Biometric attendance, combined with attendance registers, is regularly monitored by the Principal.
- Leave and service records are maintained in service books for substantive positions under the Head Clerk's supervision.
- The Principal supervises the routine activities and performance of casual non-teaching staff, ensuring compliance with institutional standards.

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

6.4 - Financial Management and Resource Mobilization

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

Muralidhar Girls' College ensures the integrity and transparency of its financial operations through regular internal and external financial audits. These audits are essential for maintaining accountability and addressing any discrepancies promptly.

Internal Audit:

- Conducted annually by R. Sarkar & Associates (Chartered Accountants, Firm Registration No. 327130E) for the financial year 2023-24.
- The audit report is submitted to the Principal for review.

- If objections arise, the Principal convenes a meeting with the Bursar and the Accounts Department to resolve issues.
- Recommendations made by the auditor are reviewed and implemented to the extent possible to strengthen financial processes.

External Audit:

- Conducted annually by auditors appointed by the Higher Education Department, Government of West Bengal.
- The external audit report is presented to the Governing Body for review and approval.
- A copy of the approved report is sent to the Director of Public Instruction, Government of West Bengal.
- Any objections raised by the Higher Education Department are addressed through satisfactory clarifications provided by the institution.

This dual audit mechanism ensures that financial procedures align with statutory requirements while promoting transparency and fiscal discipline within the institution.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Muralidhar Girls' College follows a structured resource mobilization policy for efficient financial management, overseen by the Finance and Accounts Department. This department, led by the Accountant under the Bursar's supervision and the Principal's control, ensures adherence to institutional policies.

The college secures funds through government and non-government grants, applying to entities like the Department of Science and Technology (WB), RUSA, and the Council for Higher Education. Additional income is generated from endowments, memorial prizes, fixed deposit interest, room and auditorium rentals, and e-waste disposal contracts.

A comprehensive budget, prepared by the Bursar and approved by the Finance Committee and Governing Body, categorizes expenses into recurring and non-recurring components. Student fees contribute significantly, funding welfare initiatives, sports, seminars, and cultural programs. Non-recurring costs cover library and laboratory maintenance, and equipment purchases.

The college promotes resource sharing, transitioning to electronic communication to reduce paper usage. Financial transactions and procurement are overseen by the Finance and Purchase Committees.

In 2023-24, RUSA grants financed a four-story annexure building, and a special book grant of ₹22,68,690 was received from the Department of Higher Education, demonstrating effective resource utilization and commitment to development.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) at Muralidhar Girls' College has been pivotal in institutionalizing quality assurance strategies and fostering a culture of excellence. It has established a system for consistent, conscious, and catalytic improvements, ensuring the efficient execution of academic, administrative, and financial tasks. IQAC has facilitated inclusive academic progress by advocating equitable resource access and optimized modern teaching and learning methods, including resource sharing and networking.

It has significantly optimized teaching and learning by integrating modern methods, fostering resource sharing, and ensuring transparent, time-bound evaluations. Under its guidance, numerous workshops, seminars, and training programs have been organized, such as the Workshop on Curriculum and Credit Framework and the Awareness Programme on IPR. Discipline-specific initiatives, including the National Seminar on Economic Zoology and Sustainable Development and programs in humanities like the Seminar on Value Education, underscore IQAC's commitment to interdisciplinary learning.

Additionally, the IQAC established an Incubation Centre to foster innovation and oversee regular audits on gender, energy, and academic standards, maintaining quality benchmarks. This dedication culminated in the college receiving an 'A' grade from NAAC in November 2023. Through its comprehensive strategies and initiatives, IQAC has become integral to embedding a quality-driven ethos within the institution.

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

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

The Internal Quality Assurance Cell (IQAC) at Muralidhar Girls' College has implemented structured mechanisms to periodically review and enhance the teaching-learning processes, operational methodologies, and learning outcomes. Through its initiatives, IQAC fosters a learner-centric environment conducive to quality education and institutional growth.

IQAC ensures that academic calendars are prepared in alignment with the central academic calendar, supporting organized and timely delivery of educational programs. By maintaining operational MoUs with academic institutions, NGOs, and industries, it facilitates access to additional resources, collaborative workshops, and faculty exchange programs. These partnerships also enable specialized workshops and camps for student welfare.

The add-on courses across various disciplines, including Web GIS, Digital Content Creation, and Philosophy of Human Life, exemplifies its commitment to skill development. 10 courses are completed during the year. Regular audits, such as Academic and Administrative Audits, ensure consistent review of teaching methodologies and institutional practices. Feedback from stakeholders is systematically collected, analyzed, and acted upon to refine processes.

IQAC has advanced digital education through initiatives like the LMS Portal, G-Suite mail accounts, and an ERP system. Documenting and reviewing activities, organizing quality-related seminars, and submitting AISHE, and AQAR yearly underscore its role as a nodal agency for quality assurance. These efforts culminate in a robust and sustainable quality culture at the institution.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for

B. Any 3 of the above

improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://muralidhargirlscollege.ac.in/pdf/igac/ANNUAL%20REPORT_2023-24.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college has been conducting self-defence courses and yoga classes for past 9 years to help students protect themselves from physical harm as well as attain well-being. Students sincerely attend these classes and few have earned recognition at the state level.

As security measures, the college has hired security guards at the entrance of the college campus. Servicing, testing and refilling of fire extinguishers are done for effective functioning in time of emergency. CCTV cameras are installed at entrance, corridors, library, laboratory to ensure the security of the students. Students are not allowed inside the campus without their ID cards. A Grievance Redressal Committee is there to address and monitor grievances as reported by students or any other faculty. Gender audit is also prepared every year.

International Women's Day is observed with the objective of economic empowerment of women. Herbal Gulal Making Workshop was organised in collaboration with the Incubation Cell & IQAC of Gokhale Memorial Girls' College on 12th March. Students of both the colleges actively

learnt Gulal making. This project was especially undertaken to develop a skill for economic upliftment in an environment friendly way.

Students have access to the Sanitary napkin vending machine, installed since 2018-19.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<ul style="list-style-type: none"> • Conducting Self-defence courses for last 9 years • Appointment of security guards for safety and security of girl students • Installation of CCTV cameras in different places of the campus • Entry is allowed only on production of ID cards issued by the college authority • A Grievance Redressal Committee is there to address and monitor the grievances if needed • Servicing testing and refilling of fire extinguisher for effective functioning in time of emergency. • Gym has been set up near the common room to promote and encourage fitness among the students • Regular free health check-up is provided to students and staff by Dr. Suchandra Das MBBS, Calcutta, (Regn.no. 39671WBMBC)

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The Institution undertakes the following measures for the management of different types of wastes

Solid waste management - Containers of different colours have been placed for collecting different types of wastes. The Green-coloured dustbins are used for biodegradable wastes namely vegetable and fruit skins. Blue coloured dustbins are used for non-biodegradable wastes namely paper, plastic wrapper etc. Efforts are made to restrict use of plastic in the college premises. The campus is maintained as 'No plastic zone'.

Liquid waste management- All liquid wastes are passed through a well-maintained drainage system, which is connected with the main drain of KMC. The drainage lines are checked and cleaned at regular intervals, to resist blocking and to maintain a healthy environment in and around the college.

E-waste management- E-waste materials like, non-functioning desktops, UPS, motherboards, hard drives, calculators, cartridge, photocopy machines, old fans and lights etc. are stored in a separate place till they are disposed of through e-waste management system. The college has MOU with Hulladek.

Bio-medical waste management - Separate arrangements are done for disposing of the bio-medical wastes accumulated after blood donation camps as well as thalassemia awareness and testing camps.

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

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

- 1.Restricted entry of automobiles**
- 2.Use of Bicycles/ Battery powered vehicles**
- 3.Pedestrian Friendly pathways**
- 4.Ban on use of Plastic**
- 5.landscaping with trees and plants**

C. Any 2 of the above

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

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities****A. Any 4 or all of the above**

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

7.1.7 - The Institution has disabled-friendly,**C. Any 2 of the above**

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

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

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

Dr. Suchandra Das, M.B.B.S. (Cal), Regn No. 39671 WBMC has been appointed by the college for weekly visit. Her kind medical advice is also available beyond the scope of weekly services, especially during emergency situations. Indian society is divided on the basis of different economic strata, free medical consultations help eradicate this diversity and inculcates a healthy tradition of inclusive environment. The college occasionally arranges for medical consultations for local slum people, this year on 21.03.2024 people of the local slum were informed about this facility so that they may come for free doctor consultation. To develop an attitude of harmony, the college provides a platform for healthy discussion and dissemination of knowledge. Every year different programmes are planned and executed. On 06.10.2023 Education Department organised a lecture cum cultural programme titled - Value Education for Social Cohesion in Higher Education. Honourable speaker of the programme was Dr. Prof. Jayanti Das, Professor, Department of Education, Chairperson of UGBOS. The programme was successfully conducted by active participation of students and faculty of the department.

Republic Day and Independence Day was celebrated, with Flag hoisting. Principal addressed students and faculty mentioning their duties and responsibilities towards nation.

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

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

A democratic country like India only can prosper if the future citizens are aware of their effective voting rights. Electoral Literacy Club of the college organized an awareness programme on electoral literacy on 30.04.2024 for sensitizing students and employees towards constitutional rights and obligations. Present CCF curriculum has Compulsory Value Added Course (CVAC) that includes study of Indian Constitution. The Grievance cell actively works on all reported grievances by students, faculty and office staff. Any member may use the grievance box to drop her/his grievance in writing to be addressed in the following meeting. The suggestion box is an excellent tool to communicate individual ideas to committee members of grievance committee to share the information with administrators (Head of the Institution) of the college. On regular intervals principal meets the class representatives both online and offline to listen and discuss all relevant issues. It is a general practice for NSS volunteers and other students of the college to feed the street dogs and cats in the vicinity of the college. The objective is to spread the message that the world is a wonderful place for peaceful coexistence of all creatures and maintain a healthy ecosystem.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts

A. All of the above

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

Departments like English, Journalism and Mass Communication, Philosophy and Education has organised State, National and International seminar on diverse areas. After 3 years of rigorous preparation NAAC visit was scheduled on 29th and 30th November and the college successfully achieved Grade A. All faculties and stakeholders were invited to share and celebrate this grand success. National and international days, events and festivals are celebrated. Saraswati puja and Basanta Utsav was celebrated, along with International mother language day. Shrardiya Utsav, named as Anandamela is celebrated by the Students, teachers and alumni. Students held up stalls and sell delicious food items, paintings, hand-made ornaments etc., to initiate ideas of new start-ups. 76th Years of Independence was celebrated on 15.08.24, after Flag hoisting Principal addressed students and faculty mentioning specially our duties and responsibilities towards our nation. Annual Sports, induction programme and Student Week (02.01.24-08.01.24) was observed with various cultural programme, career and psychological counselling etc. The IQAC, Academic and Cultural Cell jointly organize these celebrations to enlighten the stakeholders and integrate them with the community. Through celebration of these special days and events, the college attempts to bring out the latent talents and creative potentials of the students and the

staff.

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

7.2 - Best Practices

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

BEST PRACTICE 1

Title: Economic empowerment of students, to 'rise and shine'.

Objectives of the Practice: Entrepreneurial training and hands on training for making handmade products.

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

Practice:

- Anandamela for selling handmade products
- Career Programmes by Brainware, Career Katha, RICE etc.
- Herbal Gulal Making Workshop
- MOU for skill development

Evidence of Success: Students are absorbed by different companies through interviews conducted in the sixth semester. Students gain confidence to begin their start-ups.

- : Little time is left to conduct different add on courses under CBCS and CCF system.

BEST PRACTICE 2

Title: Health related activities for well-being.

Objectives: Students' awareness regarding physical and mental health issues.

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

Practice:

- Free doctor consultation.
- Blood donation camp.
- Yoga classes.
- Interactive sessions on Clinical Psychology
- Cleanliness Drive

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

Problems: To make students conscious of physical and mental health issues is not an easy job.

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

7.3 - Institutional Distinctiveness

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

With enriched experiences of more than eight decades, the institution aims to empower women and prepare them for their journey of life. A series of regular activities are conducted to make students aware of their rights and duties. Women education and empowerment is focused to develop women as person of strong character, who can independently participate in the decision-making process. Huge emphasis is laid on regular Self-defence course and Yoga. On different occasions students are encouraged to participate in different inter and intra competitions to promote healthy competition. Blood donation camp, webinar on well-being and mental health, free doctor consultation are some of the endeavours. Students do participate in co-curricular activities like NCC and

NSS, which directly contribute to their personality development. From time to time training courses in handmade products are arranged to encourage self-employment. This equips students with knowledge and skill to become successful entrepreneur and also through this, students get opportunity to turn their passion, hobby and strengths into serious business and earn living. Annual Reunion with the retired faculty and non-teaching staff and contribution of puja allowance to all Group D casual staff are some of the activities undertaken for building a healthy college-community relationship.

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

7.3.2 - Plan of action for the next academic year

1. Formulation of Institutional Development Plan (IDP)
2. Formulation of an Action Plan to increase the Student Demand ratio.
3. Policy formulation for the MGC Research Grant (to encourage faculty members to research activity)
4. Policy formulation for the Financial support extended for Seminar/ Conference/ Workshop Attendance to Teaching and Non-teaching Staff
5. Policy formulation for the Financial support extended to students for participation in Inter College Academic/ Co-curricular and extracurricular activities
6. Planning for establishing the Skill Development Centre and Institutional Innovation Centre.
7. Introducing Muralidhar Bandopadhyay Memorial Lecture
8. Exploring the possibility of introducing the Commerce and Computer Science Honours course
9. Interior decoration and LAN connectivity of newly constructed rooms.
10. Mobilisation of funds for RFID implementation.
11. Set up a new computer lab in room no. 49.
12. Organizing a lecture series on the Indian Knowledge System (IKS)
13. Revival and introduction of different Clubs
14. Encouraging departments to organise (i) curriculum-based Special lectures, (ii) Add-on courses, and (iii) Seminars and Workshops funded by reputed external agencies.
15. Sensitising students towards entrepreneurial activities.