

**Annual Report (Abridged Version) of the activities and initiatives taken by the IQAC during the Session-2022-2023**

Internal Quality Assurance Cell, Maulana Azad College has performed activities as per guideline and time to time notifications of NAAC . IQAC performed its activities throughout the academic session within its limitations.

To enhance the quality of education and functions of the college administration, the following initiatives have been taken by the IQAC throughout the year:

Initiatives taken by IQAC during the Session 2022-2023	
Category: 1 Academic Fields	
Initiatives	Status
DBT Star College	Going towards completion
Ph.D Students enrolled under different faculties	Ongoing
Publications in National & International Journals	Successfully Completed
Paper Presented in International Seminars	Successfully Completed
Paper Presented in National Seminars	Successfully Completed
College level Seminars Organized by the different Departments	Successfully Completed
Book Chapters	Successfully Completed
Academic Courses attended by the faculties	Successfully Completed
Introduction of CBCS in both UG and PG levels. i)Add-on courses have introduced. Few Departments have introduced and continued.	Successfully implemented
Continuous Internal Evaluation of Students and Monitoring of Students.	Successfully implemented and continuing
All Departmental Heads were requested to introduce Certificate/Value Added Courses	Few Departments have started to introduce Courses
Faculties were requested to take classes by using ICT	Good number of faculties are taking classes by using ICT
Special classes for competitive examinations	Special initiatives are taken by few Departmental faculties
Category: 2 Administrative	
Reconstruction and maintenance of College Website Id	Successfully Completed
Different types of Training Programmes for Teaching Staff	Successfully Completed
Administrative Training Programmes for Non-teaching Staff	Successfully Completed
Training of teaching and non-teaching staff to continue regular activities through online instead of offline	During the period of COVID-19 pandemic, all teaching and non-teaching staff were actively pursuing their daily works through online



Training of teaching and non-teaching staff to continue regular activities through online instead of offline	During the period of COVID-19 pandemic, all teaching and non-teaching staff were actively pursuing their daily works through online
College authority in regular interval arranged different Webinars/ discussions to enrich & encourage the stakeholders how to fight with COVID 19 and to protect themselves .Even also encouraged to take care of neighbour if they need any assistance but with full protection.	Initiative was awfully praised by the stakeholders
College authority took initiative to prepare good quality Sanitizer and distribute at free of cost to the needy people	Department of Chemistry has successful done this
YouTube channel was installed to preserve practical classes and other activities	Required fields are maintained
Financial assistance	Good number of students got the benefit from the college authority during the COVID Period
Booster dose for all stakeholders	College Authority strictly followed the Government instructions and complied
Maintenance of Water Closets, CCTV and Internet ,WiFi connections	College authority with priority basis maintained on regular basis
Towards the benefits of the students in the library, college authority has been applied for RFID and to get the picture of the using library by the stakeholders.	In process
Category : 3 Social / Cultural Activities	
Number of Programmes conducted by NSS through Offline & partially Online	Successfully Conducted
Programmes Organized by the different Departments	Successfully conducted
Programmes Organized by the Students	Successfully conducted
Category: 4 Environmental Set Up	
Different measures have been taken	Continuing
Category :5 Activities of Student Support Cell	
Apart from Govt. Scholarships, College has taken initiatives to provide financial assistance to the needy Students	Continuing
It was decided that during the COVID period, continuous contacts with students must be maintained by the Student Support Cell members.	During the pandemic period regular communication was actively done by the Student support Cell members. Continuously they maintained and reported to the authority for necessary action.



GOVERNMENT OF WEST BENGAL
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Category : 6 Special Financial Assistance for Students	
Student Support Cell members were instructed to check and verify whether any student/s is/are compelled to discontinue their studies due to this pandemic situation or not. If yes, immediately they have to report to the Principal.	On the basis of their report, college authority took immediate steps and financial assistance was provided just to continue their studies.
Category: 7 Awareness Programme	
On different issues on daily life of the students	Continuing
Category : 8 Practice for Academic upgradations of Students	
Continuous Monitoring of Students	Continuing
Category : 9 Feedback from the Students for Regular evaluation	
As per their feedback College takes immediate actions	Continuing
Category : 10 Outside curriculum	
Introduction of Add-on Courses	Continuing
Category : 11 Social Security	
Organized programmes with Kolkata Police	Periodical
Category : 12 Sports & Games	
All supports are provided by the College	Continuing
Category : 13 Library Upgradation	
Both students and Teachers can access reading materials through offline and online	i) Supports of Inflibnet facilities for Students and Teaching Faculties are . ii)Proposals for Adequate upgradation of existing Software have been placed before the Higher authority for approval
Category :14 Health and Hygiene for stakeholders including differently able stakeholders	
In this regard proposals like lift, Washroom etc. have already been submitted.	Proposal is under consideration of competent authority
College took several initiatives and provided benefits to them.	Proposal is under consideration of competent authority
Number of health-related programmes have been conducted by IQAC in association with active NSS Unit.	
Existing washrooms for all stakeholders have been maintained under regular surveillance of college authority & IQAC.	
In this regard proposals like lift, Washroom for Girls' & proper washroom for specially abled stakeholders etc. have already been submitted.	
Constant communication was strictly followed by the college with its stakeholders as per guideline time to time announced by the State and Central Governments.	Implemented and followed by the authority
Category : 15 Initiatives for differently able stakeholders	
Ramp with rail is functional	Active



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Category : 16 Reading facility for Visually impaired students	
Braille Software has been installed and other accessories are also available.	Actively used
Category - 17 Conduction of Academic & Administrative Audit, Green Audit, Environment Audit, Waste Audit & Gender Audit	
By the both internal Audit Team and external reputed persons	On Regular basis
Category : 18 Contribution of Alumni Association to the College	
i) Scholarship to one meritorious student from weak financial background. ii) Maintaining College gardens, iii) organized seminars to motivate the students	Continuing throughout the year
Category : 19 Career Advancement of Teachers	
Regular notification for the teachers who are qualifying for promotion as per UGC guideline	On regular intervals
Category : 20 Continuous communications with Teaching and non-teaching Staff during COVID period	
Conducted Online discussions, seminars, training programmes, webinars etc. by the college authority in association with IQAC.	College authority with full priority was maintained all these.
Category : 21 Introduction of Certificate/ Add-on Courses	
Introduced few certificate and Add-on courses to engage and involve the students during pandemic period.	Successfully implemented
Category : 22 Publication of E-Magazine	
Few Departmental faculties took initiative to introduce E-Magazine for encouraging students during COVID-19	Successfully implemented and continuing
Category : 23 Encourage towards exchange programmes	
MoU with various academic institutions as well as industries	Continued
Category : 24 Sharing of infrastructure	
Specially Science Labs for both outside students, Scholars and IGNOU Students	Continuing
Category : 25 Promotion of Quality Circles	
Organization of inter and intra institutional workshops, Seminars etc.	Continuing
Category : 26 Expansion of Campus for introducing PG Courses in few Departments	
Applied for Second Campus	Proposal in process


Principal
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