

Maulana Azad College
8 R.A.K. Road, Kolkata 700013


No IQAC/23/39

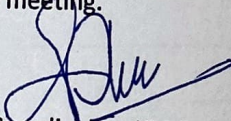
Date: 15/06/2023

NOTICE

A special meeting of IQAC will be held on 19/06/2023 where members will interact with our Guest Dr. Sharmila Mitra, Principal, Behala College, Kolkata 700 060 relating to ensuing NAAC visit and AQAR related matters.

All members are requested to attend the meeting to make it a grand success. Prof. S.C. Dasgupta and Dr. Shampa Dutta Gupta are also requested to present in the meeting.


Principal


Coordinator, IQAC

Principal
Maulana Azad College
Kolkata
Govt. of West Bengal.

Meeting of IQAC with Prof. Sharmila Mitra,
Principal, Behala College.

19.06.2023

IQAC formation → as per ^{UGC} NAAC guidelines.

New Add-on course: —

- ① Arabic, Urdu, Persian
- ② Communicative English
- ③ French
- ④ Tally
- ⑤ Computer Science.
- ⑥ Spanish

Strength of the college → Language Group. (6)
Distinctiveness.

2016 onwards improvement.

Boys Hostel → 550 Boarders. Sk. Mujibur Rahman

* Incubation & Innovation hub →

2018 → Animal house got deactivated due to
COVID pandemic.

2016 may be considered.

* Transfer of knowledge from Dept to Dept, other
college to college.

DBT STAR College → 2012 onwards.

STAR STATUS → 2017.

Last NAAC recommendation to be followed.

List the recommendations.

To open PGr → but due to space constraints
could not be done.

Proposal to open Morning, Day, Evening shift.
Initiative for NEP. (since we cannot open
PGr due to space constraints)

Students come from low income group &
centrally located.

Girls Hostel opened for all categories of girls.

Pg ①

13. Md. Manzar Husain 19.06.23

14. Subhojit Samal 19/06/23

Handicrafts.

IGNOU - imp. only for revenue generation.

Green audit → 3rd party audit licensed.

Car parking not inside campus.

→ 25000/-, 2022-23.

Energy audit → separately.

Student Redressal → as per VISAUKHA guidelines.

Employer's Feedback → 2 or 3 from each sector.

Before SSS, need to counsel the students.

Vermicompost.

Sensor in classroom → energy saving.

Waste management → Solid waste, Liquid waste, e-waste.

WEBEL,

Waste of Chemistry shown separately.

Medicinal plant garden → Ayurveda, AYUSH salt lake.

Library - Books at Doorstep.
online Footfall.

Pg(3)

13. Md. Manzoor Hussain 19.06.23

14. Subhojit Samal 19/06/23

Members Present:

Hyak Ku Son

19.6.23

Pijush Kanti Ghosh 19/6/2023

Sandeep Prasad Sen 19/6/23

Arijit Kundu 19/6/23

~~19/6/23~~ 19/6/23

Sucheta Singha 19.6.23

Ajanta Mukherji 19.6.23

Madhuvanti Chatterji 19.06.2023.

Nandini Sen. 19.6.2023

Panthe Lal 19.06.2023.

Md. Manzoor Hussain 19.06.23

Subhojit Samal 19/06/23

14. Debarshi Basu

15. Riha Barua

16. Sujit K. Bhunia 19/6/23

17. Jalindri Ghosh

18. Shampur Datta Ghosh
19/6/23

No IQAC/23/57

Date: 18/08/2023

NOTICE

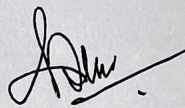
A special meeting of IQAC will be held on 21/08/2023 in the Seminar room at 2.00pm to discuss the following agenda.

All members are requested to attend the meeting to make it a grand success. Prof. S.C. Dasgupta and Dr. Shampa Dutta Gupta are also requested to present in the meeting.

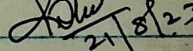
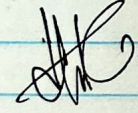
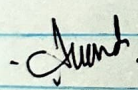
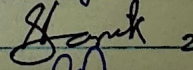
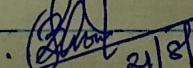
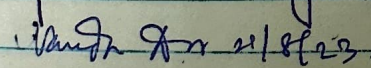
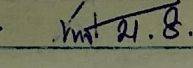
Agenda

1. Confirmation of resolution of previous meeting.
2. Activities of IQAC internal members on the meeting dated 25.08.2023
3. AQAR 22-23 related matters
4. NAAC related matters
5. Matters arising

Principal


Coordinator, IQAC

Members present including guest members

- 1.
2.  21/8/23
3. 
4. Shampa D.
5. 
6. Singha 21.08.23
7. Madhuvanti Chatterji 21.08.23
8.  21/08/23
9. Ajanta Mukherji 21/8/23
10.  21/8/23
11.  21/8/23
12.  21.8.23



GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL
Maulana Azad College Kolkata
8, RAFI AHMED KIDWAI ROAD, KOLKATA 700013, INDIA
Phone : 033 2249-3737/2226-7814 e-mail : maulanaazadcollegekolkata@gmail.com



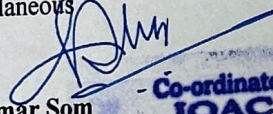
Dated: 18/08/2023

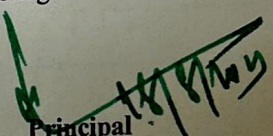
Memo No. 279/IQAC/23.

A meeting of the Internal Quality Assurance Cell of Maulana Azad College, Kolkata is scheduled to be held on the 25th August, 2023, Friday at 1.00pm in the chamber of the Principal, Maulana Azad College, 8 Rafi Ahmed Kidwai Road, Kolkata-13. The list of agenda to be discussed in the meeting is as follows:

Agenda:

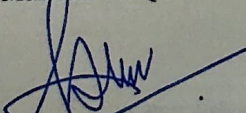
1. Confirmation of minutes, proceedings, resolutions of the previous meeting
2. Report on submission status of AQAR 2021-2022
3. Report on the Criterion specific activities
4. Preparation of NAAC Assessment
5. Report on introduction of different Add- on Courses and Certificate Courses
6. Signing for MOU for collaboration with different colleges and institutes & NGOs
7. Report of the status of Alumni Association.
8. Report on ISO Certification & Waste Management of the college
9. Report on Green Audit , Energy Audit, academic audit and Financial Audit
10. Report on status of Career Counselling & Placement Cell and discussion on future plan.
11. Proposal for Opening of Skilled Development courses.
12. Proposal for Entry into Service schemes and organization of Job Fair
13. Proposal for conducting different Social Outreach Programme by the college
14. Miscellaneous

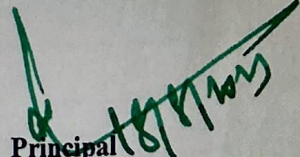

Dr. Dipak Kumar Som
Co-Ordinator, IQAC
Maulana Azad College
Govt. of West Bengal
8, R.A. Kidwai Road, Kol.-13


Principal
Maulana Azad College
Govt. of West Bengal
Kolkata

Copy forwarded for information with an earnest request to join the aforesaid meeting positively:

1. Sri Sandipan Saha, MMIC & Councilor KMC, Ward No. 58, Kolkata
2. Mr. Mustak Hussain, Chairman, Pataka Industries Pvt. Ltd.
3. Swami Shastrajnananda, Hon'ble Secretary, RKM Ashram, Narendrapur
4. Swami Mahaprajnananda, Hon'ble Principal, RKM Vidyamandira, Belurh, Howrah
5. Sri Krishnendu Basak, W.B.C.S., Collector, Kolkata
6. Dr. Anal Jyoti Chakrabarti, W.B.C.S., Joint Director of Health Services(AAV), Govt. of W.Bengal
7. Dr. N. Chatterjee, Ph.D., M.B.A., Chief Manager (ES) Indian Oil Corporation
8. Dr. Atanu Raha, IFS (Retd.), Ex-Principal Chief Conservator of Forests, W.B.
9. Prof. (Dr.) Mamata Roy, W.B.S.E.S. (Retd.)
10. Dr. Prabir Kumar Das, W.B.S.E.S. (Retd.)
11. Prof. (Dr.) Timir Baran Jha, W.B.S.E.S. (Retd.)
12. Dr. Subir Chandra Dasgupta, Professor & Head, Department of Zoology
13. All Teacher Representatives of IQAC
14. Student Members of IQAC


Dr. Dipak Kumar Som
Co-Ordinator, IQAC
Maulana Azad College
Govt. of West Bengal
8, R.A. Kidwai Road, Kol.-13


Principal
Maulana Azad College
Govt. of West Bengal
Kolkata



GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL
Maulana Azad College



8, RAFI AHMED KIDWAI ROAD, KOLKATA 700013, INDIA
Phone : 033 2249-3737/2226-7814 e-mail : maulanaazadcollegekolkata@gmail.com

Members present in the IQAC meeting held on 25th of August, 2023, Friday at 1.00 pm in the chamber of the Principal, Maulana Azad College, 8 Rafi Ahmed Kidwai Road, Kolkata-13 as per memo number 279/IQAC/23, dated 18.08.23:

Name	Signature	Contact Number	E-mail
Dr. Subhasis Dutta			
Dr. Dipak Kr. Som			
Sri Sandipan Saha			
Mr. Mustak Hussain			
Swami Shastrajnananda			
Swami Mahaprajnananda		9831098740	vidyamandira@gmail.com
Sri Krishnendu Basak		9836415599	krishnendubasak@gmail.com
Dr. Anal Jyoti Chakraborty		9433688792	ajc.wba.as@gmail.com
Dr. N. Chatterjee			
Dr. Atanu Raha		9830173802	ATANU_RAHA@HOTMAIL.COM
Prof. (Dr.) Mamata Roy		9830028035	mchaudhury@gmail.com
Dr. Prabir Kumar Das		9433066716	pkdwbases@gmail.com
Prof. (Dr.) Timir Baran Jha		9832984468	tbjha2000@yahoo.co.in
Dr. Subir Chandra Das Gupta		9830671981	
Dr. Tapan Kumar Karpha			
Dr. Sucheta Singha Chandra			
Dr. Ajanta Mukherji			
Dr. Samudra P. Banik			

Minutes of the IQAC Meeting Held on 25.08.2023

Agenda 1

Girls' Hostel has been established, which was discussed in the previous online meeting.

Agenda 2

AQAR 2021-22 was submitted on 30 July, '23 accepted on 15.08.23 after solving the queries.

Co-ordinator IQAC asked the members whether the college is prepared for next NAAC cycle.

Sarani & Mahaprajnanda agreed that Sandipan Maharaj is the best person to comment on this.

Focus to be given on — (1) Students' satisfaction — feedback to be taken by NAAC.

2) Best Practices —

Grievance Redressal —

Cultural activities —

Research & Publication —

Dr. S.P. Banik reported → 6 major projects finished ⇒ 87 publications, 107 book chapters, workshops.

for 2017-18 — 2021-22 period.

Maharajji asked about departmental seminars & workshops, which are to be included.

Seminar Proceedings are to be kept in the dept. ref. DBT structure

as Flyer, Notice.

Dr. Banik asked about the incubation hub in the college.

Criteria - 7

Radha

- ① Green Audit / Energy audit _{ISO} ⇒ will be done by a 3rd party.

CESE bills will be reduced → can be shown → Prof. H. Ray

- ② Rain water harvesting ⇒ very important

Criteria - 6

Sujit

- ① Additional information - Apart from IQAC, TC, will include
ICC, Anti ragging, Seminar, SC/ST cell, Minority welfare
Grievance redressal Committee → khata, no. of meeting,
website committee signature of attendees.

At least 4 committees are required.

Campus development / infrastructure dev. committee is reqd.

AQAR & SSR should be compatible → Prof. H. Ray

- ② Teachers' Support for seminar / workshop etc. →
Contact Principal

- ③ Funds from Govt. Bodies ⇒ ^{maybe applied from} CSR → Mr. Chakraborty

- ④ Data Entry Operator
④ Web developer Course
④ Mushroom Cultivation || Contact Mr. Chakraborty
④ Drove Management → " Prof. P. Das
* Skill Dev. Programme → " Mr. Rahe

New addition

- ① Academically weak students → Remedial → Proposed by Maharajji
- " strong → Seminars

Recognition of outstanding students' by awards.

② Space council → not in weakness.

weakness | No massive Endowment, not active alumni association
 campus placement activity, not upto the mark
 & career counselling → Principal

- i) Civil Service Institute → for career option
- ii) Interpreneurship / start up aspirant — can be done by interaction with some business men. → Mr. ^{Raha} ~~the body~~
- iii) Online ~~setup~~ training set up like WBCS training (app based) may be organised by SN Tagore invitation

Experience from Mallika

- ① Biometric attendance — students' discipline — every thing should be monitored by rules & regulations
- ② Booking of classes online by QR code
- ③ Some applications → KEAT LAB (in Physics), origin-pro, NPTEL, Swayam

Biotechnica → Maharajji
 Mallika can arrange the online awareness class on this → Prof. M. Ray

MAULANA AZAD COLLEGE
8, RAFI AHAMED KIDWAI ROAD,
KOLKATA - 13

Notice
05.10.2023

Notice No. MAC/IQAC/02/2023

A meeting will be held on 9/10/2023 at 2.00 pm in IQAC Room, members of IQAC are requested to kindly attend the meeting.
Regards Coordinator, IQAC

Am 05/10/23
Co-ordinator
IQAC, MAC

MAULANA AZAD COLLEGE
8, RAFI AHAMED KIDWAI ROAD.
KOLKATA - 13

Ref. No.

Dated the Kolkata, 05.10.2023

NOTIFICATION

A meeting will be held on 9/10/2023 at 2.00 pm in IQAC Room, members of IQAC are requested to kindly attend the meeting.
Regards

Am 05/10/23
Coordinator, IQAC

**MAULANA AZAD COLLEGE
8, RAFI AHAMED KIDWAI ROAD.
KOLKATA - 13**

Minutes of the IQAC meeting held on 9th October 2023 at 2 PM in the IQAC room :

1. The matter of Earned Leave (EL) since 2019 was raised by some members as many of the teachers had performed their duties during the vacation periods in this phase. The EL accrued in the span from 2019 till date on account of this detention needed to be officially processed and recorded in their Service Books.
2. It was resolved that the members of the Green & Energy Audit Committees of the college will follow up with an external agency for ISO certification.
3. It was intimated that the Ministry of Education, Government of India, would conduct an audit of AISHE through IIM, Calcutta. The college decided to contact the State Nodal Officer in this regard.
4. The IQAC Co-ordinator broached the subject of the 3rd cycle of NAAC and its feasibility under the current circumstances. The members discussed the previous years' AQARs starting from 2016-17 as the last NAAC peer team visit took place in September 2016. Upon close scrutiny, a number of lacunae were discovered in scholarship and students' progression data, particularly in the years from 2016-2018. An internal survey carried out earlier in this connection had revealed that the college might be awarded B++ grade on the basis of the AQARs from 2017-18 to 2021-22, which would imply a decline from the present A grade. This was a matter of concern for all the members, and they proposed different ways to offset the gaps. Eventually, it was resolved that more consistency was required in the AQARs before the college faced the next NAAC peer-team visit.
5. The idea of outsourcing a portion of NAAC-related work to a third-party was floated, especially in the field of data compilation and entry for AQAR and SSR.
6. It was resolved that the IQAC will meet the Heads of all Departments on 12.10.2023 at 2 PM to acquaint them with the various criteria of AQAR in order to facilitate data collection more smoothly.

Meeting of Internal Members of IQAC, Date: 09.10.2023

MEMBERS PRESENT:-

- 1) Partho Pat 09.10.23,
- 2) ~~Pat~~ 09.10.23
- 3) Sucheta Singha 09.10.23
- 4) Sujit Kr. Ghosal. 09/10/23
- 5) AJANTA MUKHERJI, Mukherji 9/10/23
- 6) Biswajit Das Ban S.
- 7) Samdra Prasad Janki 9/10/23
- 8) Arijit Kundu 9/10/2023
- 9) Debassi Ban 09.10.2023
- 10) Madhuvanti Chatterji 09.10.2023
- 11) Subodip Sen A C
- 12) Madhu Sarda 9/10/2023
- 13) ~~Madhu Sarda~~ 2/20/2020
- 14) Nandu Sin 9-10-2023
- 15) Asha Basman 9/10/23

**MAULANA AZAD COLLEGE
8, RAFI AHAMED KIDWAI ROAD, KOLKATA -13**

Notice No.

Dated the Kolkata, 10.10.2023

A meeting with all HoDs will be held on Thursday (12.10.2023) in Seminar room at 2.00 pm about the distribution of work load among the teachers of all departments (through HoDs) to prepare AQAR - 2022-23. The target time period of submission of the above mentioned AQAR -2022-23 within last week of January,2024.

All members of IQAC also are requested to attend the meeting.

Dr. 10/10/23
Co-ordinator,
IQAC, MAAC

12/10/23

An ISAC meeting with the Heads of Departments was held on 12/10/23 at 2 pm to discuss whether to conduct NAAC in 2024. The minutes of the meeting are as follows :-

MINUTES

1. Sikyazee - criteria discussed
2. Drawbacks of doing NAAC in 2024 :-
 - a) 2020-21 → student progression and scholarship data is not up to date.
 - b) No file uploaded in most criteria.
 - c) No hard copy available for some criteria.
3. Response :- (DKS sir)
 - a) To do NAAC in 2024, only A&AR of 2019-2020, 2020-2021, 2021-22, 2022-23 and 2023-24 is required. It shall not start from 2016 when last NAAC assessment was done.
 - b) Our target for NAAC visit should be sep/Nov. 2024.
4. Preparation for collection of data :-

For Criteria 1, 3, 4, 5, 6 and 7 → Departments have to take responsibility

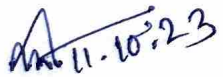
For Criteria 2, data for UG can be received from the STUDENTS' SECTION. But for PG students, data to be provided by the Departments.
5. Problems :-
 - a) Students progression data from students' end is generally difficult to collect.
 - b) PG department progression data of students is not satisfactory.

MAULANA AZAD COLLEGE
8, RAFI AHAMED KIDWAI ROAD,
KOLKATA - 13

Notice No. MAC/IQAC/02/2023

Notice
11.10.2023

A meeting with all HoDs and Librarian will be held on Thursday (12.10.2023) in Seminar room at 2.00 pm about the distribution of work load among the teachers of all departments (through HoDs) to prepare AQAR -2022-23 during the Puja vacation-2023. All HoDs are further requested to send at least one representative from the Department in his absence. The target time period of submission of the above mentioned AQAR -2022-23 must be within last week of January,2024.
All members of IQAC also are requested to attend the meeting.


Co-ordinator, IQAC,
MAULANA AZAD COLLEGE

Principal,
MAULANA AZAD COLLEGE

Office - 18.11.2023

requested to kindly attend the meeting
2.11.2023 at 2.00 PM in 180C room.

1, 2 & 3 among the members of IQAC for rapid
review from all departments.
Review and enrollment of students in Add-on

MAULANA AZAD COLLEGE
8, RAFI AHAMED KIDWAI ROAD, KOLKATA-13

Notice No.

Dated the Kolkata, 18.11.2023

All members of IQAC are requested to kindly attend the meeting which will be held on 22/11/2023 at 2.00 pm in IQAC room.

Agenda:

- 1) Distribution of criteria 1,2 &3 among the members of IQAC for rapid collection of information from all Departments.
- 2) Discussion on introduction and enrollment of students in Add on courses in previous years.
- 3) Accumulation of certificates, medals & rewards of cultural programme in previous years organized by the college and different departments.
- 4) Confirmation of category wise students enrolled in previous years.
- 5) Collect proper information regarding progression of students both in academic and non academic sphere from all Departments.
- 6) Documents to be collected from Computer training for students organized by two nodals.
- 7) Total number of students are enrolled in Communicative English in previous years.
- 8) Miscellaneous.



Coordinator, IQAC.

22/11/23

An IBAC meeting was held today (22/11/23) in IBAC Room at 2.45 pm.

Members present:

1. ~~An~~ 22/11/23
2. S. Singh 22.11.23
3. ~~A~~
4. Nand An.
5. ~~Singh~~
6. Safor Chattopadhyay
7. ~~Prash~~
8. ~~Utkarsh~~ (SND 22/11/23)
9. Debanshi Basu
10. ~~Sonik~~ 22/11/23
11. Sanju Sen 22/11/23
12. Nalpal 22/11/23
13. Md. Ashif Zaman 22/11/23
14. ~~An~~ 22/11/2023
15. Anubhaji 22/11/23
16. Anand 22/11/23
17. Madhu Sooda 22/11/23
18. Bidwajit Das
19. Sujay Ghosh
20. Rasha Banerjee 22/11/23

Notice - 18.11.2023

All members of IBAC are requested to kindly attend the meeting which will be held on 22.11.2023 at 2.00 PM in IBAC room.

Agenda:

1. Distribution of criteria 1, 2 & 3 among the members of IBAC for rapid collection of information from all departments.
2. Discussions on introduction and enrolment of students in Add-on courses in previous years.
3. Accumulation of certificates, medals & rewards of cultural programme in previous years organised by the college & diff. depts.
4. Confirmation of eligible students enrolled in previous years.
5. Collect proper information regarding progression of students both

O/c



GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL
Maulana Azad College



8, RAFI AHMED KIDWAI ROAD, KOLKATA 700013, INDIA
Phone: 033 2249-3737/2226-7814 e-mail : maulanaazadcollegেকolkata@gmail.com

Date: 14.12.2023

Memo No. 458/C.U

From: The Principal,
Maulana Azad College,
Kolata-13.

To : The Controller of Examination,
University of Calcutta,
Kolkata.

Sub.: Request not to consider Maulana Azad College, Kolkata as examinations centre during the academic session 2023-24.

Madam,

This is for your kind information that we are proceeding for accreditation of our college in coming year. Hopefully we will upload the required documents for NAAC in the last part of January, 2024 & finally March, 2024.

For the above mentioned facts, I personally request you please do not allot my institution as examination centre other wise it will be very difficult for us to arrange & prepare all activities within the scheduled time frame. If you kindly consider the request then it will help us a lot.

Every year being an affiliated college located in central Kolkata has been taken huge load of both in number of examinee & examinations (theoretical & practical examinations in good number of subjects) throughout the year with massive shortage of staff. During that period all teaching & non-teaching staff of this institution are awfully busy with proper arrangements of documentations of NAAC related activities for uploading the required materials on time. We are always ready to co-operate with the University examination system as in the case of previous years.

If not possible please consider the request to allot minimum number of B.Com (Hons.) students only, so that my teachers and non-teaching staff will completely utilize all working days productively.

Hope you will understand the fact.

Thanking you.

Regards



Principal
Maulana Azad College
Principal
Maulana Azad College
Kolkata

Notice

The following team leaders of each criteria are ^{cordially} requested to attend the meeting on Wednesday (13.12.2023) & Thursday (14/12/2023) at 3.30 PM

Wednesday (13/12/23) - Team leaders of criteria 3, 4 & 5 in 18th Room at 3.30 PM

Thursday (14/12/23) - Team leaders of criteria 1, 2, 6 & 7 in 18th Room at 3.30 PM

Following members will also present in the above mentioned meetings:

1. Dr. Deepak Saini

2. Dr. Sucheta Singh

3. Dr. Ajanta Mukherjee

4. Dr. Arjit Kundi

5. Dr. Debaraj Bhattacharya

Agenda: To discuss the status of information collected from different depts.

1. ~~Dr. Deepak Saini~~
2. ~~Dr. Sucheta Singh~~
3. ~~Dr. Ajanta Mukherjee~~
4. Sucheta Singh 13.12.23
5. Anurag 13/12/23
6. ~~Dr. Arjit Kundi~~ 13/12/23
7. Anurag 13/12/23
8. ~~Dr. Debaraj Bhattacharya~~ 20/12/20
9. Debaraj Bhattacharya 13/12/23
10. Rajesh Choudhary 13/12/23
11. Samriddha Prasad Janki 13/12/23
12. Abhishek Mukherjee 13/12/23

Minutes of the Meeting of IQAC held on 13.12.2023

Proceedings:

All criteria leaders reported that independently that they have distributed the specific portions of information to all heads of the Dept. But a very small amount of response received till date.

Team leader - III mentioned he asked them to make ready as early as possible.

Team ~~to~~ leaders of Cr. 5 visited all departments & told them to submit by 31.12.2023. Debashree Bhattacharya Jt. Convener, NAAC mentioned no information have yet received from any dept.

Resolution:

1. Confirm to all depts to submit at the earliest.
2. Please assist teachers to arrange data properly.
3. Next meeting date will be notified soon.

Ans

MAULANA AZAD COLLEGE
8, RAFI AHAMED KIDWAI ROAD,
KOLKATA- 13

Notice No: 139/1
Date: 27.2.2024

To expedite the uploading of IIQA & SSR the following teachers will be assigned against each criterion to manage the data already captured by the Criteria Team leaders.

Criteria 1 : Anup Giri

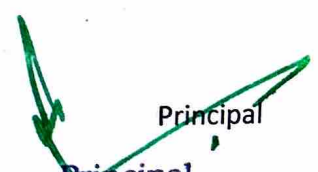
Criteria 2 : Babli Saha, Rajendra Saha, Mahua Patra, Ayan Banerjee.

Criteria 3 : Bipasha Roy, Arpan Das, Rajarshi Ghosh, Abhishek Mukherjee, Debalina Bhattacharya, Sanjay Chattopadhyay

Criteria 4 : Barin Kr. Roy, Nabanita Ghosh, Sanju Das,

Criteria 5 : Khalid Md Zubair, Saronya Mukhopadhyay, Naim Uddin, Gowrishwar Chowdhury, Md. Irshad Ali, Laxmi Narayan Rao.

Criteria 6 : Debasish Mallick, Aditi Basu, Syed Md Iqbal Shah Alquadri, Golam Moinuddin.


Principal
Principal
Maulana Azad College
Kolkata
Govt. of West Bengal

MAULANA AZAD COLLEGE
8, RAFI AHMED KIDWAI ROAD
KOLKATA – 700013

Notice No:

Dated the Kolkata, 10.4.2024

It is resolved that in respect to the HED vide letter No.644-Admn./2023 dt.20.12.2023 regarding completion of NAAC Accreditation process [uploading IIQA & SSR] by March, 2024. It is to be informed here that college has approximately completed 80% of SSR write up and 100% IIQA. The tentative date of uploading IIQA on 15.5.2024 (if college will receive approval on or before 15.05.2024).

College has calculated the score NAAC either 'A' or 'A+' as per tabulated score sheet provided by the NAAC in its manual.

Signature of the IQAC Members:

- 1) Dr. Subhasis Dutta, Principal & Chairperson, IQAC
- 2) Dr. Shampa Datta Gupta, Coordinator, IQAC
- 3) Dr. Dipak Kumar Som- Member, IQAC
- 4) Dr. Tapan Kumar Kapha – Member, IQAC
- 5) Prof. Subir Chandra Das Gupta (Retd. WBSER), Member, IQAC.
- 6) Dr. Nanda Das, Member, IQAC and Team Leader SSR Criterion- 1.
- 7) Dr. Biswajit Maiti, Member, IQAC and Team Leader SSR Criterion-2
- 8) Dr. Samudra Prasad Banik, Member, IQAC and Team Leader SSR Criterion-3
- 9) Dr. Ajanta Mukherhee, Member, IQAC and Team Leader SSR Criterion-4
- 10) Dr. Arijit Kundu, Member, IQAC and Team Leader SSR Criterion-5
- 11) Dr. Sujit Kumar Bhowal, Member, IQAC and Team Leader SSR Criterion-6
- 12) Dr. Debasri Basu, Member, IQAC and Team Leader SSR Criterion-7

(5) Add on course

Benchmark are given and to be fitted likewise → Prof. Ray

(6) Course code ⇒ given in the syllabus → Maharajji

(7) Feedback ⇒ 4 points were given instead of 5.

Data of SSS should be very carefully studied, checked by the students → name spelling, contact no. & mail id should be checked thoroughly.

Will be verified by NAAC by phone or mail id.

If student doesn't reply, it's a -ve impact on the college.

Feedback is very important for all stakeholders. → Maharajji.

20 questions in students' feedback, given by NAAC → should be discussed with the students → Prof. Ray.
in Teaching-Learning process.

Principal asked about feedback analysis

Recommendation of 2nd cycle may be started with → Prof. H. Ray.

Criteria - 2

- ① IA (2.5) ^{point} Grievances, time bound, efficiency → Pijush
Grievance in Mentor-Mentee document may be considered (if any) ⇒ Maharajji

If any query, contact the --- teachers, at the end of the notice of the IA in the depts.

Grievance of a student of one dept can inform another teacher of other dept ⇒ Principal

- ② Student's Progression → what the passout students do ??, may be available from students' batchwise whatsapp group.
- ③ OTP based feedback (SSS) ⇒ very important, students should be oriented right now → Prof. K. Ray

Criteria - 3

- ① Extension Activity related awards → Sandhya
NCE, NSS, ~~SSS~~ ~~SSS~~, Swachh, ~~and other~~
Placement Cell will monitor → no. of students & enrolled in diff. programmes.

KHE's awareness programme on Dengue → Principal by the college

- ② Collaboration ⇒ format for collaboration → lab to lab - letter required.
Maharajji ←
may send the format

Inst. of Public Health & Hygiene → Principal

Criteria - 4.

Ajanta

③

- ① Benchmark are given in the NAAC for assessment.
- ② RFID in the library is required.
- ③ Issuance of books & library in hostel is reqd. → books from colleges, wifi connection → H. Ray
- ④ Users no., Footfall are necessary → Maharajji
- ⑤ Map of library, host students know the terminals in the library, digitisation
- ⑥ Govt. Audit, if not available, private auditor may be approved from Govt. / Panel of auditors → Prof. P. Das

Statutory Audit & Internal Audit ⇒ Maharajji
Report of Audit by Panelled CA to be sent to DPI ⇒ Prof. H. Ray

Criteria 5

- ① Non-Govt. Scholarship e.g. Tindal [Prigyanbada Birola] ^{Arijit}
data not available.
Renewal may be obtd. from deptal effort.
The personnel may contact Higher Education Dept. Bikash Bhaban.
(Gopal Chakraborty)

② Students' Progression —

1-2 student may be contacted on a regular basis for this information
He will give information about the other classmates.

③ Alumni Association —

Any information will be focussed in the website.

**MAULANA AZAD COLLEGE
8, RAFI AHAMED KIDWAI ROAD.
KOLKATA - 13**

Dated the Kolkata, 05.10.2023

Ref. No.

NOTIFICATION

**A meeting will be held on 9/10/2023 at 2.00 pm in IQAC Room, members of
IQAC are requested to kindly attend the meeting.**

Regards


Coordinator, IQAC