YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution **Maharaja Manindra Chandra College**

- Name of the Head of the institution **Dr. Manturam Samanta**

- Designation **Principal**

- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **03325555565**

- Mobile No: **9477327558**

- Registered e-mail **principalmmccollege@gmail.com**

- Alternate e-mail **par_dut@yahoo.com**

- Address **20, Ramkanto Bose Street**

- City/Town **Kolkata**

- State/UT **West Bengal**

- Pin Code **700003**

2.Institutional status

- Affiliated / Constitution Colleges **Affiliated**

- Type of Institution **Co-education**

- Location **Urban**

- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **University of Calcutta**

- Name of the IQAC Coordinator **Dr. Partha Dutta**

- Phone No. **03325555565**

- Alternate phone No. **9433464396**

- Mobile **9433464396**

- IQAC e-mail address **principalmmccollege@gmail.com**

- Alternate e-mail address **par_dut@yahoo.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

http://www.mmccollege.co.in/FileNotice/37%20AAQAR%202021-22.pdf

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

http://www.mmccollege.co.in/FileNotice/07%20AAcademic%20Calender%202022-2023.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.51**	**2011**	**27/03/2011**	**26/03/2016**

6.Date of Establishment of IQAC **21/01/2013**

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
Dr. Shyamal Mondal, Physics	Data/results analysis / interpretation and writing of reports / research articles in the field of ion implantation and surface nano-structuring with focussed ion beams	Fondazione Bruno Kessler, Trento, Italy	2021, for 2 years	3500 Euro
Dr. Susmita Chatterjee, Economics	Women Entrepreneurship- Product Quality and Innovation - An Economic Analysis	IIM INDORE	2019 for 4 years	Rs. 95,000/-
Dr. Susmita Chatterjee, Economics	Assessment of Demand for New Technology Services in the Indian Telecom Sector	Eastern Regional Centre of Indian Council of Science Research (ICSSR-ERC)	2020 FOR 2 YEARS	Rs. 1,45,000/

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   3

- 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 No File Uploaded

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)

`1. MOU has been signed between 11 esteemed colleges and Maharaja Manindra Chandra College for different kind of academic process.`

`2. MOU has been signed with 1 Institute to carry on 4 Add - on courses in the college.`

`3. 15 interdisciplinary activities, 05 departmental activities, 02 cultural programs, 09 Seminars , 01 Joint seminar (with the MOU signed Institute), 01 Social activity and 02 NSS activities have been organized by the college in association with the IQAC of the college.`

`4. Library OPAC Koha has been renewed upon the suggestion of IQAC.`

`5. Preparation to submit AQARs for 2020-21 and 2021-22 has been initiated by the newly formed IQAC.`

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
1. To initiate signing of MOU with different Institutes	1. MOU has been signed between 11 esteemed colleges and Maharaja Manindra Chandra College for different kind of academic process.
2. To introduce Add-on courses for the benefit of the students of the college.	2. MOU has been signed with 1 Institute for this purpose and 4 add-on courses have been started in the college.
3. To organize seminars/webinars/workshops on research methodology, IPR, woman empowerment, entrepreneurship, career - counseling of students	3. Several Seminars have been organized in offline mode on research methodology, IPR, NEP 2020 and career -counselling of students.
4. To increase the awareness of interdisciplinary activities among students.	4. 15 different interdisciplinary activities have been organized on various topics, and those seminars and hands-on demonstrations have been performed by the undergraduate students of the college
5. To increase the students' knowledge beyond regular syllabus-oriented education.	5. One-day and multiple-day academic excursions have been organized by several departments, with partial financial supports provided by the administration.
6. To encourage student participation in cultural programs.	6. Several cultural programs, along with orientation, farewell, memorial lectures, have been organized in the college by students and teachers. Additionally, a theatre workshop has been arranged in association with IQAC of the college.
7. To organize joint programs with the institutes that have signed MOU.	7. A joint webinar has been organized with one institute that has signed the MOU, and

	faculty exchanges have been conducted with different institutes that have signed the MOU.
8. To encourage Social Activity programs in the college	8. VISION, the NPO of chemistry department, organized a Winter Cloth Distribution program and also raised approximately Rs. 5 lakhs for a former student of college who was fighting for his life due to an accident. A free eye check-up camp was organized for the staff of the college and also a Traffic awareness / management program was held in association with Kolkata Traffic Police. The NSS of the college arranged campus cleaning program, and Thalassaemia Awareness and Carrier Detection Camp in association with Students Health Home has been organized by NSS also. Additionally, the Department of Journalism and Mass communication arranged for the distribution of new cloth and food the underprivileged child and women before Durga Puja.
9. To form a Medical Aid Fund committee for the staff of college	9. A Medical Aid Fund Committee has been formed and approximately Rs. 16 lakhs have been collected by this committee for the treatment of college staff, Mr. Sukhendu Baidya
10. To take initiatives to collect the feedback from students, teachers, alumni and employers for the year 2022-23.	10. Feedback has been gathered from students, teachers, and alumni on both the curriculum and the college.
11. To analyse the feedback collected from students, teachers, alumni and employers.	11. Analysis has been conducted on the feedback received from different sections.i.e. students, teachers, and alumni.

12. To introduce Energy, Academic cum Administrative, Finance Audits.	12. The college has initiated preparations for Energy, Academic cum Administrative and Finance Audits.
13. To create subjective and academic YouTube videos and PowerPoint presentations for the benefit of students	13. Faculty members have prepared several YouTube videos and PowerPoint presentations on different courses and the materials have been uploaded to the college website to facilitate better preparation for students.
14. To extend the mentoring system to students of all semesters to make the system all-inclusive.	14. The mentoring system has been extended to students of all semesters to make the system all-inclusive.
15. To encourage all departments to have in-depth discussion on Discipline-Specific Elective Courses and Skill Enhancement Courses.	15. All the departments have taken initiative to offer Discipline-Specific Elective Courses and Skill Enhancement Courses that are deeply connected with the curriculum, even in online modes..
16. To continue the functioning of the Library into digital mode.	16. Library OPAC Koha has been renewed

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	26/04/2024

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

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30-04-2024 09:19:47

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4. To increase the awareness of interdisciplinary activities among students.	4. 15 different interdisciplinary activities have been organized on various topics, and those seminars and hands-on demonstrations have been performed by the undergraduate students of the college
5. To increase the students' knowledge beyond regular syllabus-oriented education.	5. One-day and multiple-day academic excursions have been organized by several departments, with partial financial supports provided by the administration.
6. To encourage student participation in cultural programs.	6. Several cultural programs, along with orientation, farewell, memorial lectures, have been organized in the college by students and teachers. Additionally, a theatre workshop has been arranged in association with IQAC of the college.
7. To organize joint programs with the institutes that have	7. A joint webinar has been organized with one institute

signed MOU.	that has signed the MOU, and faculty exchanges have been conducted with different institutes that have signed the MOU.
8. To encourage Social Activity programs in the college	8. VISION, the NPO of chemistry department, organized a Winter Cloth Distribution program and also raised approximately Rs. 5 lakhs for a former student of college who was fighting for his life due to an accident. A free eye check-up camp was organized for the staff of the college and also a Traffic awareness / management program was held in association with Kolkata Traffic Police. The NSS of the college arranged campus cleaning program, and Thalassaemia Awareness and Carrier Detection Camp in association with Students Health Home has been organized by NSS also. Additionally, the Department of Journalism and Mass communication arranged for the distribution of new cloth and food the underprivileged child and women before Durga Puja.
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10. To take initiatives to collect the feedback from students, teachers, alumni and employers for the year 2022-23.	10. Feedback has been gathered from students, teachers, and alumni on both the curriculum and the college.
11. To analyse the feedback	11. Analysis has been conducted

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16. To continue the functioning of the Library into digital mode.	16. Library OPAC Koha has been renewed

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	26/04/2024

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	28/02/2024

15.Multidisciplinary / interdisciplinary

Fifteen different interdisciplinary academic programs have been organized on various topics, including seminars and hands-on demonstrations performed by undergraduate students of the college. The primary objective of these activities is to raise awareness and encourage students to engage in different disciplines. One-day and multi-day academic excursions on different topics have been organized by several departments, with partial financial support provided by the administration.

The college is deeply committed to its social responsibilties and actively promotes and organises multidisciplinnary social programs.

In the academic session 2022-23:

a) VISION, the NPO of the chemistry department, organized a Winter Cloth Distribution program for needy individuals in society.

b) A free eye check-up camp was organized for the college staff.

c) A traffic awareness / management program was held in association with the Kolkata Traffic Police.

d) The NSS of the college arranged a campus cleaning program and a Thalassaemia Awareness and Carrier Detection Camp in association with the Students Health Home.

e) Department of Journalism and Mass communication arranged for the distribution of new clothes and food to underprivileged children and women before Durga Puja.

The college strongly believes in redesigning academic program to include multidisciplinary courses as electives. In this regard, the decision to incorporate the NEP-2020 by the State Government from the next academic session into the academic module would help integrate such courses. To promote awareness, the college has organized a seminar on NEP-2020, where distinguised speakers shared valuable insights on the topic, enriching the audience's understanding.

16.Academic bank of credits (ABC):

The College is aware that the National Academic Depository offers an online repository for all academic awards under the Digital India Programme. It also knows that National Academy Bank of Credits (ABC) portal has been integrated into the nad.digitallocker.gov.in platform. Affiliated with the University of Calcutta, the college follows CBCS for all its programs offered by the University. Once approved and recommended by the University, the college will register itself on the ABC portal.

17.Skill development:

This college always encourages students to develop their job-oriented vocational skills instead of only focussing on traditional learning methods. Faculty members mentor students by sharing their knowledge on training scopes and skill development in this aspect. The college recognises the role of vocational education in students' career advancement and thus plans to introdcue different certificate courses by collaborating with recognised Institutes.

The college has arranged 4 add-on courses to enhance the outlook and confidence of the students. The college authority hopes that in the near future, the students of the college will benefit immensely from these courses.

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

Maharaja Manindra Chandra College is among the few colleges under the University of Calcutta offering Hindi as a Core Course recognising its significance as one of the most important official languages in our country. Additionally, LCC and AECC courses in Hindi are included in our curriculum. The college also teaches the local regional language Bengali as Core course, LCC and AECC, along with the foreign language English. The college arranges various cultural programs, celebration of commemorative days , webinars etc in Bengali and Hindi, alongside English, to encourage students to understand the cultural and heritage values of our country. Communicative courses in Hindi , Bengali, and English immensely aid students to improve their communication skills in those languages. Faculty members heartily teach in detail, the literary values of the languages in the classes. Even in commerce or science courses, lectures are delivered in bilingual mode to integrate the essense of Indian languages into other fields. In this context it should be mentioned that

Department of Hindi arranges Hindi Dibas Celebration and Department of Bengali celebrates International Mother Language Day in the college every year. The NSS of college celebrates all important National events to promote awareness of Indian culture and history among the staff and students of the college.

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

The college offers 30 programmes across humanities, science and commerce. All these programmes follow Outcome-Based Education (OBE), designed by the University of Calcutta to meet regional, national and global needs. The courses have been structured with specific outcomes such as remembering, understanding, applying, analysing, evaluating, creating, etc. In addition to course specific skills, the college emphasizes the develppment of social awareness, ethics, and entreprenurial skills among students, enabling them to comprehend society and contribute responsibly to the socio-economic and academic environment of the nation. Departments consistently implement Outcome-Based Education by clearly defining Program Outcomes (PO) and Course Outcomes (CO) through proper PO-CO mapping. All syllabi offered by the University have been implemented in our college in a way aligned with the spirit of the National Educational Policy, ensuring it future applicability.

20.Distance education/online education:

The college serves as an important study center of Netaji Subhas Open University (NSOU) for Distance Education. During NAAC visit of NSOU, the peer team visited this study center, contributing to NSOU achieving NAAC accreditation with Grade A. This institution prioritizes the development of this center to enhance desired skillsets and infrastructure to bring excellence in the mindset and knowledge level of distance leraners. The college administration ensures the provision of online classes through different digital platforms to provide quality education to students during the COVID-19 pandemic. Even after lockdown, the faculty members continued to teach students through online and offline modes, operating in a hybrid manner. The college website hosts module, or course-wise study materials and YouTube video links for a wide range of courses under different programmes, available to all students free of cost. Faculty members consistently encourage students to enroll in various courses offered on platforms such as SWAYAM / NPTEL etc.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**400**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**2951**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**771**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**816**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**70**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**53**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**32**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**37.98 lakhs**
4.3 Total number of computers on campus for academic purposes	**110**

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

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process. The Institution is affiliated to the University of Calcutta and hence the curriculum is constituted and governed by the University itself. The central academic calendar made in accordance with the University is displayed on the college website before thecommencement of admission each year. In addition to that, the institution takes the following measures to ensure proper implementation of it. (i) An effective central routine/timetable is made by the Academic Sub Committee and the Routine Sub Committee along with the consultation of Principal and HODs

.(ii) All the faculty members are strictly instructed to complete the syllabus within a stipulated time.

(iii) Tutorials/projects, class tests,remedial classes and internal assessments are done along with the formal evaluative processes. For applied subjects, classroom Lectures are complemented with practical classes, hands-on training, projects

and field works. (iv) An effective student mentoring system is also maintained by all the departmental faculties. (v) Students are encouraged to avail central library as well as corresponding departmental seminar libraries. (vi) Biometric Attendance will be implemented for all the academic and non-academic staff. (vii) The college imposes an effective online feedback system in every semester for quality enrichment. (viii) Parent-Teacher Meetings are organized in a regular basis by all the departments.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

The concerned authority of the college prepares an academic calendar at the beginning of each semester/year which follows the University's calendar consisting of various curricular, extra and co-curricular activities. All the classes and examinations are planned as per this calendar. It is updated and revised with respect to any changes suggested by the university. Apart from that, the Principal can incorporate minor changes in the academic calendar which he may deem fit considering the unforeseen circumstances.Continuous Internal Evaluation (CIE) by the institution: The college strictly follows an internal evaluation process as instructed by the University for each course in each semester which is a part of the newly-implemented Choice Based CreditSystem (CBCS).Apart from the internal evaluation at University level, the college also implements various ways for CIE at the institutional level. Some of those are listed below. (i) Assignments have been provided to students (ii) Class Tests and Quizzes are conducted in regular basis (iii) Student Seminars have been carried out. (iv) Tutorials and Projects have been conducted by all the departments.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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	No File Uploaded

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

30

File Description	Documents
Any additional information	No File Uploaded
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)

4

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

0

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

01

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

Professional Ethics, Moral and Human Values:

The curriculum in different UG programs integrates social services, comparative study of religion, cultural education, rural development, and scientific methodology. The college also celebrates commemorative days to help instilling the moral, ethical, and social values into the students with help of the NSS unit of the college. The college has often participated in different philanthropic activities with VISION, NPO, department of Chemistry and Journalism department. Some of the activities include distribution of blankets to street dwellers (VISION),

distribution of new clothes to under privileged children in festival by Journalism department.

Gender Sensitization: The college has a Sexual Harassment prevention cell and Grievance Redressal Cell to provide counseling to students which actually promotes gender equity among students and also deals with related issues of safety and security of female students, staff, and teachers. The college campus is well secured with CCTV. There is a Girls' common room for providing a safe environment for all female students. The percentage of female students is more than 50 and it implies the Institutional support towards gender equality.

Environment and Sustainability: The curriculum already integrates a compulsory project work on environment and sustainability for all the students in their 2nd-semester course (AECC-2) where students learn about water and waste management, renewable energy, agriculture, and environment and green technology. Apart from this, different department and NSS unit of the college also organizes environment awareness camps, seminars, workshops, guest lectures, industry visits, and field excursions.

File Description	Documents
Any additional information	**No File Uploaded**
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

13

File Description	Documents
Any additional information	**No File Uploaded**
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

1069

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	B. Any 3 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)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	View File
URL for feedback report	**Nil**

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

1694

File Description	Documents
Any additional information	View File
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

390

File Description	Documents
Any additional information	View File
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

The institution follows a mentor-mentee system for both the honors and general students. This practice allows students to meet with their respective mentors and discuss any problem, they might be facing. It could be a medical issue or study related problems or personal issues also. Through this system, we are able to detect the slow learners and advanced learners and accordingly slow learners are mentored through remedial classes, extra study materials, question-answer based trainings; whereas advanced learners are encouraged toparticipate in seminars, advanced quizs and prepare for advanced-level exams for their future endeavors. At Maharaja ManindraChandra College, we believe that, each student is unique and we take care of their indivual needs acoordingly.

File Description	Documents
Link for additional Information	http://www.mmccollege.co.in/NoticePage/COMPUTER%20SCIENCE
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
2951	**76**

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

Our institution follows a student-centric approach for the overall

development of the students. The students are first introduced to their respective courses through example-based ICT-driven tools and then encouraged to grasp harder concepts through participative learning. Students are encouraged to present seminars both in online and offline mode. More importantly, they are motivated to have regular group discussions with fellow students as well as teachers. Such student-centric approaches help in develop their critical thinking and problem-solving skills. There are various departments in our institution, which conducts regular field visits and educational tours, which also sparks inquisitiveness among the students and acts as a catalyst for their overall holistic development.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	http://www.mmccollege.co.in/NoticePage/Seminar%20and%20Conference

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

Maharaja Manindra Chandra College has adequate ICT facilities that are frequently updated and are rigorously usedfor teaching-learning:

1.There are a total number of 32 class rooms in the college. 12classes are ICT enabled with adequate LMS facilities. 12classes are designated as smart class rooms, 1 room have mounted projectors.

2. The college has 3 portable projectors which can be used whenever required in whichever classroom, as per requirement.

3.There are 110 computers for teachers, students and office staff, which are updated as and when required.

4.Seminar rooms-8 have been upgraded and virtual classes set up in a room.

5.The college has a Wi-Fi-enabled campus with 8 access points introduced with 100 MBPS bandwidth.

6.The library uses KOHA software which has been upgraded to a

cloud version and has been renewed.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.mmccollege.co.in/FileNotice/08%20A2021-22%20Room%20No.%208,21,22.pdf

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

76

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
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

76

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

28

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

1125

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.

Our college is affiliated to the University of Calcutta and therefore strictly follows the syllabus and examination protocols, as set by the university. Very recently in 2017-18, the CBCS system has been implemented in University of Calcutta and as an affiliated college of this University, all the internal evaluation processes are followed by our college. As guided by the Board of Studies of every subject, the question papers for the internal examination are prepared and an internal examination for each paper in taken within the stipulated date, defined by the University. The internal evaluation process also carries 10 marks, which is reserved for the attendance of the student and marks are awarded according to the percentage of attendance. Also, there is an exam-sub committee, which constructs theexamination schedule and supervises the overall internal examination process centrally.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://www.mmccollege.co.in/FileNotice/13%20A6th%20sem%20InTU.pdf

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

At Maharaja Manindra Chandra College, the internal evaluation process is centrally supervised by the exam-sub committee, which is constituted under the Teachers' council. Along with this sub-committee, there is another body, namely the "Grievance Redressal cell", which deals with the complaints related to the internal examination process. However, in this pandemic situation, both the students, teachers and the administration had to undertake a rigorous makeover towards the online mode, which also led to different types of issues, such as, problem in downloading question papers, problems in submitting anser scripts online etc. In order to get an overall view, we have taken a feedback from the students regarding their experience as an user of the examination portal of Maharaja Manindra Chandra College and the measures are taken accordingly.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://www.mmccollege.co.in/StudentComplain/Student%20Complain

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.

Maharaja Manindra Chandra College is affiliated to the University of Calcutta and strictly follows the course curriculum, as prescribed by the University.

1. Our college offers 3 broad streams, namely Sciene, Arts and Commerce. Among these streams, both UG-honours and UG-general programmes are offered. Presently, under the CBCS system, UG-honours and general programs are running from 13departments, along with only UG-general programs from 4 departments. The honours programmes are constituted of 14 core courses, 2 skill enhancement

courses, 4 discipline-specific elective courses, and 2 Ability Enhancement Compulsory Courses.Whereas, the general programs have 4 core courses, 2 skill enhancement courses, 2 discipline-specific elective courses, and 2 Ability Enhancement Compulsory Courses.

2. After following these programs and courses, the students develop their critical thinking ability and an analytical and solution-driven mindset. They become a socially responsible citizen, having an ethical mindset, who are motivated to be a self- directed learner. They also learn to work as a team and manage projects independently and eficiently.

3. Also, theAbility Enhancement Compulsory Courses train them to have an effective communication skill and develop an environment-friendly mindset.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.mmccollege.co.in/FileNotice/35%20ASSS%202022-23_compressed-compressed.pdf
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 Programme outcomes and course outcomes are evaluated by our institution on regular basis.

In order to do so, we mainly look for 4 key datasets. These are,

i) pass percentage of the outgoing students,

ii) tendency for progression in higher studies, among thefinal year students,

iii) job placement of the students and

iv) student satisfaction survey.

Our institution studies these datasets, learns from the student's feedback and takes necessary actions for further betterment of our academic abilities.

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

528

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	http://www.mmccollege.co.in/NoticePage/Audit%20Reports

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)

http://www.mmccollege.co.in/NoticePage/2022-2023

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)

5,55,000

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
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

2

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	https://www.iimidr.ac.in/

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

11

File Description	Documents
Report of the event	View File
Any additional information	View File
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

14

File Description	Documents
Any additional information	**No File Uploaded**
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

20

File Description	Documents
Any additional information	**No File Uploaded**
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

The College is engaged in various measures to sensitize the students towards community development goals. It sincerely believes in imparting education with social responsibility to make them responsible citizens of the nation.

The activities of NSS unit of the College are as follows:

1. **Dengue Awareness Campaign**

1. **Special Camp Organized by NSS Unit For the Development of Slum Area of Ward No 10**

1. **Campus Cleaning Programme 1**

1. **Thalassaemia Awareness and Carrier Detection Camp**

1. **HIV / AIDS awareness Seminar**

VISION a nonprofit Organisation formulated and headed by the Department of Chemistry ,helped an ex student Tuhin Koley for his recovery .The organisation also helped the street dwellers by distributing blanket on 21st December 2022 at the local premises of Shyampark near the College.

File Description	Documents
Paste link for additional information	https://www.facebook.com/groups/1103985216 379404/permalink/6043508562427020/?mibexti d=Nif5oz
Upload any additional information	View File

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

0

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

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

7

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
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

350

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

2

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

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

13

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.

Maharaja Manindra Chandra College has adequate infrastructure and physical facilities for teaching-learning.The college has two buildings and a newly rented floor of a building- a four storied ,a three storied and a rented 3rd floor of a building.There are a total number of 32 class rooms in the college. Out of these 32 classrooms, 12classes are ICT enabled with adequate LMS facilities.Out of these 32 classrooms, 12classes are designated as smart class rooms, 1 is seminar halls and 13 classrooms are fully equipped laboratories. 12rooms are equipped with projectors and smart boards, 1 roomhasmounted projector. The college has 3 portable projectors which can be used whenever required in whichever classroom, as per requirement. There are a total number of 110computers. Out of these 110computers, 75 are solely designated for the students. The college campus is Wi-Fi enabled with 8 access points.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.mmccollege.co.in/FileNotice/21%20APictures%20Of%20Rooms%20Of%20MMC%20College-compressed.pdf

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

The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), a gymnasium etc.In adherence to the policy of ensuring the holistic development of students, Maharaja Manindra Chandra College maintains adequate facilities for cultural activities, sports, and a gymnasium(male and female). Regular cultural activities are organized; the college organizes Annual Sports every year with the active participation of students, teachers and non-teaching staff. · There is a understanding with Deshbandhu Park Play Ground and Shyam Park, which enables the college to use the ground for Annual Sports, playing football and other outdoor games. · The college has equipment for other outdoor games like cricket, badminton, volleyball, shot put, high jump, etc. · Indoor games facilities include table tennis, carom, chess, cards, ludo etc. · The students are guided under a Students and Staff Games and Sports Committee· There are facilities for medical support, drinking water, and jerseys for college team members. · The Cultural Committee is in charge of mobilizing students and organizing different cultural activities throughout the year. · The Committee arranges programs on dance, music, photography, debate etc. · The college has a sound system, 2 microphones, and a still/video camera.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.mmccollege.co.in/NoticePage/CULTURAL%20PROGRAMS

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

12

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

12

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	http://www.mmccollege.co.in/FileNotice/47%20ALabotory%20&%20ICT%20Enable%20Rooms.pdf
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)

3.88 Lakhs

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	**No File Uploaded**
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)

Library is still operated manually though the bibliographic records were captured in a local database. Maharaja Manindra Chandra College administration proposed to buy Koha, an integratedlibrary management software. The college library was equipped with the following features in the system: i. Library has a collection of nearly 40,000 books on different subjects including text books and reference books ii. Library also subscribes to different types of periodicals, magazines and newspapers. iii. Library has institutional memberships with the British Council Library and the American Library. iv. SERVICES OF LIBRARY Lending Service Reading Services Reference service Electronic Reference service (via e-mail) Online Digital Library (INFLIBNET-NLIST) Current Awareness Service (CAS) Library

Extension and Promotional Activities Academic and Instructional Activities v. The library collection, regularly and judiciously updated, meets the general academic purpose of the students as well asteachers and researchersattached to this institution. vi. Books are presently accessible through card catalogues. vii. Apart from home borrowing, students and teachers can consult reference books and periodicals in the Library reading room. KOHA software has been renewed.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.mmccollege.co.in/Page/Library%20Facilities

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	**A. Any 4 or more 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)

0.19

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

2.54

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

Maharaja Manindra Chandra College has adequate ICT facilities that are frequently updated. 1.There are 110 computers for teachers and office staff, which are updated as and when required. 2.Seminar rooms no.8 have been upgraded and virtual classes set up in 3rooms. 3.The college has a Wi-Fi-enabled campus with 8 access points introduced with 100 MBPS bandwidth. 4.KOHA software has been renewed. 5.Complete online admission has been introduced since 2017; Online submission of marks and result declaration. The college website is maintained and upgraded regularly under an annual maintenance contract.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mmccollege.co.in/FileNotice/47%20ALabotory%20&%20ICT%20Enable%20Rooms.pdf

4.3.2 - Number of Computers

110

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)

27.77 lakhs

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.

Maharaja Manindra Chandra College ensures the availability of the latest equipment and up-to-date infrastructure for the overall benefit of the students. There are dedicated committees and a provision for a budget for the maintenance and upkeep of different facilities. Maharaja Manindra Chandra College has 17departments. To meet departmental requirements like laboratory equipment, stationary goods, furniture, etc., in charge of the concerned departments submit written requisitions. Day-to-day cleaning and maintenance of classrooms and laboratories (often used as classrooms) is accomplished by the supporting staff of the college. The corridors and washrooms are also cleaned up regularly.Adequate number of Computers with internet connections and utility software are apportioned by the service provider. Computers are facilitated with anti-virus software for the cyber safety of the database.Equipment like an electricity generator, water purifier, air conditioning machine, close circuit cameras,

pump, sound system, microphones, projectors, etc. is taken care of and repaired as and when required by authority. There is a Purchase Committee in the college to manage all the purchase and maintenance-related responsibilities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.mmccollege.co.in/NoticePage/Infrastructure

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

299

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 benefited 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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited 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	**C. 2 of the above**

File Description	Documents
Link to institutional website	http://www.mmccollege.co.in/NoticePage/MoU
Any additional information	**No File Uploaded**
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

75

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

75

File Description	Documents
Any additional information	**No File Uploaded**
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	**B. Any 3 of the above**

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

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	**No File Uploaded**

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

13

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

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

23

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

15

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.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
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)	**No File Uploaded**

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)

The Institution ensures students' representation in various administrative, cocurricular and extracurricular activities through the Students' Unionelected, the elected body of students. The Union comprise a General Secretatary and a bunch of other office bearers selected from class representatives. TheGeneral Secretatary is a member of the college Governing Body, thus the Union being an integral part of the college administration, having scope to play roles in all the decision making processes of the institution. Plus, the Union distributes charges among its members to look after variousadministrative, cocurricular and extracurricular matters related to everyday running of the college. They also arrange culturals events, social events, sports,Teachers' Day celebration, Saraswati Puja etc. The college IQAC has a student member too.

File Description	Documents
Paste link for additional information	http://www.mmccollege.co.in/Page/Member
Upload any additional information	View File

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

10

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

The Alumni Association of the College is called Praktanee.It is a registered organisation under West Bengal society's Registration Act 1961, with Registration Number S/95669 of 99-2000. It is controlled by a Governing Body of which the Principal is the ex-officio President. The other office bearers are from the ex-students of the college. Students can become members of this association by paying a nominal fee after graduating from this college. The activities of this association was somewhat stalled during the Covid 19 closure which has now been resumed slowly.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	View File

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT 6.1 - Institutional Vision and Leadership 6.1.1 –

Vision

Our vision is to become a dynamic and vibrant Institution of Excellence in Higher Education. The College thrives by responding to changing social realities through the advancement and application of knowledge and wisdom. We strive to impart updated knowledge and instill strength of mind, expanded intellect, ability to stand on their own two feet and a deep sense of social

commitment among our students. The College nurtures the students to create a human-centred, ecologically sustainable and equitableworld that encourages and defends dignity, equal opportunity, social justice and human rights for all.

Mission

The college aims at the academic, intellectual, moral and economic upliftment of students. It proposes to maintain creative thinking and unity in diversity. It intends to provide modern teaching learning and cater to job-oriented courses as well.The outreach programmes of our college try to ensure that the students are enterprising and career-minded andfind keys to future self-advancement and economic self sufficiency. We look forward to the achievements of our students and bring out the best within them so that their sparkling minds can face the baffling challenges of the modern day world and make it a better place to live.We also lookforward to meeting the demands of fresh perceptivesin modern areas of Education, the departments of the College organise PowerPoint presentation, film shows, educational tours, Students' Seminars etc. to improve student's receptivity.

File Description	Documents
Paste link for additional information	http://www.mmccollege.co.in/Page/Vision%20and%20Mission
Upload any additional information	View File

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

6.1.2 - The effective leadership is visible in various Institutional practices such as decentralization and participative management. Maharaja Manindra Chandra College promotes and practices decentralization in all academic and administrative activities, it has various academic and administrative committees to monitor, plan and execute the smooth functioning of the Institute. Administrative Decentralization: The Governing Body is the apex decision-making body of the college.The Principal gives directives to the departmental heads to prepare the annual departmental budget. The HOD conducts departmental meeting and submits requirements along with relevant quotations, depending upon the Annual need of the syllabus and current industry trends_for the acquisition of goods and services, including

requisition preparation, funds approval, payments to suppliers, and follow-up enquiries.

Our College practices decentralization by providing operational autonomy to the departments.Further, HOD prepares a consolidated report and submits to the Principal for approval. The Principal consolidates the requirements of all the departments and forwards it to the Governing body for approval. There are about 19 different committees under the teacher's council led by an elected Teachers' Secretary and Academic, Finance and Purchase& Tender subcommittes selected by Governing Bodywith well-defined functions that give academic and administrative leadership to the institution.

File Description	Documents
Paste link for additional information	http://www.mmccollege.co.in/Test/Home
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional Strategic/ perspective plan is effectively deployed to execute the Vision and Mission of the college of providing holistic quality education to all sections of society. The strategic and perspective plan of the institution in the year 2022-23 was to shift from online to physical mode of interaction

1. Admission procedure was made online.

2. College office was digitized .

3. Digitisation of Library had been initiated and Library OPAC Koha has been renewed upon the suggestion of IQAC.

4. Onliner webinars and offline Seminars were held to keep the students engaged and motivated throughout the year.

5.Thalasemia awareness programme and campus cleaning program wereconducted by NSS

6.Traffic management programme was held in association with Kolkata Police.

7.Free Eye-Checkup Camp was held for teaching and non-teaching staff.

8.VISION, the NPO of chemistry department, organized a Winter Cloth Distribution program and also raised approximately Rs. 5 lakhs for a former student of college who was fighting for his life due to an accident.

9.Medical Aid Fund Committee has been formed and approximately Rs. 16 lakhs have been collected by this committee for the treatment of college staff

10.MOU has been signed between 11 esteemed colleges and Maharaja Manindra Chandra College for different kind of academic process and

MOU has been signed with also1 organization for this purpose and 6 add-on courses have been started in the college.

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File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	http://www.mmccollege.co.in/NoticePage/MoU
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.

The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc. The functioning of the Institutional Bodies is effective and efficient which is reflected through the above. The effective and efficient functioning of the college is governed through the different administrative sections as specified in the University Statute and Department of Higher Education, Government of West Bengal. The Governing Body(GB) is the apex body of the college for academics

and administration. The University of Calcutta and the directorate of higher education, the Government of West Bengal are the superior authorities to the Institution for Academic and Administrative affairs respectively. The principal is the de facto secretary of the GB and executive head of the college. The GB has representations from all stakeholders of the college like students, teaching and non-teaching staff as well as nominees from the Government and University.The principal is the Ex officio President of the Teachers' Council and chairman of the Internal Quality Assurance Cell (IQAC) of the college. IQAC is the topmost body to oversee, execute and monitor the academic activities of the college.

File Description	Documents
Paste link for additional information	http://www.mmccollege.co.in/Page/Governing%20Body
Link to Organogram of the Institution webpage	http://www.mmccollege.co.in/PageBanner/21%20AOrganogram.pdf
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	**No File Uploaded**
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

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

Welfare measures for teaching staff :

Financial –

GSLI Teachers are members of registered Staff Cooperative and can avail loan as and when required.

Teaching staff can avail loan from Provident Fund as per Government rules.

There is a EBF (Employees Benifit fund) which provides loan facilities to teaching and non-Teaching staff when needed .

ICT Facilities –

Fully Wi-Fi enabled college campus Infrastructural support in Physics and Chemistry and Computer Science laboratories to facilitate research work by faculty .

Desktop facilities in the Library .

Support Facilities –

Canteen. Clean drinking water, refrigerator at the staff room.

Facilities such as ramps, Braille, and others for differently abled teachers.

Recreational Activities for Physical and Emotional Wellbeing –

Annual picnic for both teaching and non-teaching staff.

Separate departmental rooms for subjects with lab facilities.

Gymnasium facilities along with trained instructors.

Facilities for games on Sports Day for both teaching and non teaching staff. Teachers, non-teaching staff and students participate in friendly football and cricket matches.

Welfare measures for non-teaching staff

GSLI

Non-teaching staff are members of registered Employee's Benefit Fund and can avail loan facility as and when required.

There is an EBF (Employees Benifit fund) which provides loan facilities to teaching and non-teaching staff when needed.

A Medical Aid Fund Committee has been formed and approximately Rs. 16 lakhs have been collected by this committee for the treatment of college staff.

File Description	Documents
Paste link for additional information	http://www.mmccollege.co.in/Page/Wi-Fi%20and%20CCTV
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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

0

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	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

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

2

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	**No File Uploaded**
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

The performance of each faculty member is assessed according to the Annual Self Assessment for the Performance Based Appraisal System (PBAS). Promotions are based on the PBAS proforma for UGC Career Advancement Scheme (CAS) that is based on the API score.

The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary. The Institutionaccords appropriate weightage for these contributions in their overall assessment.The PBAS proforma filled by the Faculty Member is checked and verified by the IQAC, and the Principal. Faculty members whose promotions are due are recommended based on their API score and are required to appear before the Screening-cum-Selection committee.

Non-Teaching Staff: All non-teaching staff members are also assessed time to time through the State Government Orders

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

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

6.4.1 - Maharaja Manindra ChandraCollege conducts both internal and external financial audit of the college.

Books of accounts for each financial year is maintained.

Internal Audit: The financial affairs are managed and monitored by the Bursar, Accountant, Finance Committee headed by the Principa land finally audited and certified by registered chartered accountant.

Procedure for Purchases - quotations are called for and prices are compared.

For the Grants received from the UGC, RUSA and Higher Education Department, utilization certificates are prepared.

Financial Data, prepared by the Accountant is again verified and scrutinized by the Bursar and the Principal for authenticity, transparency and accuracy.

Internal Audit has been done by a qualified Chartered Accountant

with approval from the Governing Body. External Audit :

The external audit takes place annually after the completion of every Financial Year by TheGovernment of West Bengal recommended External Auditor. The bills and vouchers of the revenue expenditure, Departmental Accession Register, Dead Stock Registers/Purchase Registers are physically checked. The Utilisation Certificates are also audited.

File Description	Documents
Paste link for additional information	http://www.mmccollege.co.in/FileNotice/18%20PFinance%20Audit%20report%202022-23.pdf
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)

00

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)	No File Uploaded

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

Mobilisation of funds:

•Maharaja Manindra Chandra College receives major funds from UGC, Higher Education Department, Government of West Bengal, RUSA etc. Funds are also generated from different kinds of students' fees.

• Funds are also mobilized from various government and non government sources for research and projects. Funds are received from government agencies, private donors, alumni and members of teaching staff for scholarships of students.

Utilization of funds :

• Purchase Committee and Finance Committee help in the preparation, allocation and utilization of funds. Purchases are done through a tender system. All transaction is supported by the vouchers and bills are processed by the accounts section, the Bursar and the Principal. Collections are deposited in the bank and expenditure, recurring and non recurring, are incurred through Cheques/Electronic mode. Tally Software is used. Fees received from students are used for development and payment of salary to staff These.Documents are properly audited, in time.

• Physical and academic facilities like library, laboratories, IT infrastructure and Sports are strengthened.

File Description	Documents
Paste link for additional information	http://www.mmccollege.co.in/FileNotice/18%20PFinance%20Audit%20report%202022-23.pdf
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

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

The Post Accreditation initiatives with respect to institutional reviews of teaching learning reforms facilitated by the IQAC:

1. Academic and Administrative Audit Annual Academic Audits- Audit has been doneby representatives of University of Calcutta after the completion of an Academic Session.

2 .The IQAC analyzes the Departmental performances and gives feedback for internal quality enhancement and external agency evaluates the fulfillment of institutional parameters. .

3. Review of teaching-learning-outcome is carried out by collecting online feedback from students regarding curriculum

delivery and implementation.

4.. Online Feedback system The IQAC collects online feedback from stakeholders like Students, Parents, and Alumni to facilitate teaching learning reforms and to obtain an unbiased opinion about the institutional performance .

5. Student feedback of teachers is conducted and analysed regularly and communicated to the teachers.

6. The initiatives regarding institutional implementation of teaching learning reforms:

7. The IQAC encourages departments to organize Seminars and Webinars, innovative pedagogical methodologies like projects, field trips, Student Seminars.

File Description	Documents
Paste link for additional information	http://www.mmccollege.co.in/FileNotice/30%20AAcademic%20cum%20Administrative%20Audit%20report%202022-23.pdf
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

•Effective use of ICT in teaching-learning-evaluation methods,communication of academic plans, lecture notes and videos, attendance records to students.

• Live digital classroom for Teaching-learning and different online programs.

• Digital library facilities like INFLIBNET-NLIST, different e resources Development of online examination portal.

•Usage of softwares like GNU Plot, Origin, Dev C++, Oracle 10g, Visual Basic 6.0, JDK 8.3,NetBeans 8.2,Python 3.7, Pycharm Community Edition 2020, OS Windows 10, UBUNTU, C language, Scilab, Pspice, Qantam GIS version 3.0. Seminar, Webinar, Workshop •The IQAC has organized webinars in interdisciplinnary subjects..

•The IQAC and Seminar Sub-Committee also organizes workshops and meetings for students to guide them in higher education, find proper employment after completion of their under graduaduate courses.

File Description	Documents
Paste link for additional information	http://www.mmccollege.co.in/NoticePage/Infrastructure
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 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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.mmccollege.co.in/FileNotice/30%20AAcademic%20cum%20Administrative%20Audit%20report%202022-23.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
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

Maharaja Manindra Chandra College provides a comfortable environment for all the students, teachers and non-teaching staff irrespective of their genders. MMC College provides a number of

facilities for its female students and staff. To develop consciousness and sensitization towards gender equality among the students, different activities are generally adapted during each year.

Facilities: The college has a Girls' common room with necessary amenities.

The college has a gymnasium dedicated to its girl students.

Every floor and the other important places of the college buildings are equipped with CCTV cameras that help in monitoring the safety of girl students.

Students' Counseling Cell, Grievances Redressal Cell, Equal Opportunity Cell and Prevention of Sexual Harassment Cell are created to address grievances related to gender biasness and any type of harassments in the college. The College installs drop boxes in the college, so that the students can submit any grievances. However, no such grievances have been reported till date.

The college forms the Internal Complaint Committee (ICC) as per POSH Act, 2013. The ICC committee judiciously and compassionately taken care of the only issue reported in this year.

The college authority has initiated the process to install sanitary napkin vending machine and incinerator.

File Description	Documents
Annual gender sensitization action plan	http://www.mmccollege.co.in/FileNotice/22%20AGender_sensitization_action_plan_22_23%20(1).pdf
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	http://www.mmccollege.co.in/FileNotice/40%20AFacilities.pdf

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-	D. Any 1 of the above

based energy conservation Use of LED bulbs/ power efficient equipment	

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

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

Solid Waste:

Solid wastes like papers, glass goods, metals, broken woods etc. are collected from all the departments and disposed through vendors. Bio-degradable and non-biodegradable wastes are segregated at source and collected in different waste bins. Both waste bins are cleared in nearby garbage vat that are finally cleared by the Kolkata Municipal Corporation

Liquid Waste:

Liquid waste released from the toilets of the college reaches the Sewage Treatment Plant (STP) of the Kolkata Municipal Corporation, through an underground drainage system, where, after separation by air pumps, the treated drainage water is used for irrigation.

E-Waste:

All e-wastes and electronic components are collected from the college and disposed annually through vendors

Biomedical Waste:

Biomedical Waste like sanitary napkins, masks etc. are collected in separate waste bin and disposed in the nearby garbage vat for the collection by Kolkata Municipal Corporation.

Hazardous Chemicals and Radioactive Waste:

The college is completely free from any kind of radioactive waste, Chemical waste like heavy metals, corrosive liquids, and organic solvents are not included in the new CBCS curriculum heading

towards green chemistry.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	http://www.mmccollege.co.in/FileNotice/25%20AWaste-bin.pdf
Any other relevant information	No File Uploaded

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 — E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: — C. Any 2 of the above

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

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 — C. Any 2 of the above

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

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

7.1.7 - The Institution has disabled-friendly, 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

`D. Any 1 of the above`

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).

The Maharaja Manindra Chandra College undertakes necessary initiatives to provide an inclusive environment for all the stakeholders. The students, teachers, and staff members jointly celebrate the cultural and regional festivals and special national days. Celebration of such special days and festivals helps to inculcate the sense of peace, equality & harmony among students. Various activities/events are organized in our institute to increase consciousness about tolerance and harmony. These activities are focused on cultural, religious, regional, linguistic, communal and socioeconomic diversities.

1. International Mother Language Day

The Institute celebrated International Mother Language Day to create awareness about Mother Language of each linguistic community.

2. Hindi Diwas

Our college celebrates Hindi Diwas every year to commemorate the adoption of Hindi as the official language of India.

3.Cultural programmes

Every year the college and students arrange Fresher's Welcome, College Socialand several cultural programmes. However, in this year, the students, teachers and non-teaching staff celebrate cultural programs on the occasion of birth and death anniversaries of Rabindranath Tagore, respectively.

3. To promote the linguistic and cultural awareness, in this year the institute organized two workshops on Creative Writing and Theatre as Performing Arts. The students were enthusiastically taken part in these workshops.

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

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

Activities

The college conducts various programs to inculcate values, rights, duties and responsibilities of citizens among its students. Through its NSS units, the college organizes several programs to generate awareness about social issues and duties of a citizen. The college administers observation of Independence Day, Republic Day, National Youth Day to ensure the continuous participation, collaboration and to inculcate values with decision making processes and governance structures which ensure more responsive environment.

Major Initiatives

The students, teachers and non-teaching staff have celebrated the 76th Independence day and Republic day with pride.

The college celebrates the 127th birth centenary of Netaji Subas Chandra Bose. A special webinar is organized on Netaji Subas Chandra Bose.

The NSS Unit of MMC College in association with Students' Health Home, organized a Thalassaemia Awareness Seminar and Carrier Detection camp on 31st March, 2023 in the college premises. The students, teachers, non-teaching staff as well as alumni also participated in the awareness Seminar.

The college hosted a Free Eye Check Up Camp organized by Lawrence and Mayo Pvt. Ltd. for the teaching and non-teaching staff on 4th May, 2023.

The NSS unitorganized an activity in the college and its neighboring area for cleaning and sprinkling of bleaching powder on 10th May, 2023.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,	D. Any 1 of the above

administrators and other staff and conducts 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	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

Flag hoisting ceremonies and other cultural activities are conducted on Independence Day and Republic Day every year.

The birth day of Netaji Subas Chandra Bose is celebrated by hoisting our national flag, parade and cultural activities.

The college pays tribute to Kaviguru Rabindranath Tagore on his birth and death anniversary through dance, songs, poems and recitals by students and the teachers from his repertoire.

Maharaja Manindra Chandra College celebrates its Foundation Day on 15th July. The students, teachers and non-teaching staff all participate in cultural program.

The students of the college pay tribute to all the teachers on Teachers' Day. They arrange cultural program.

The Institute celebrated International Mother Language Day to

create awareness about Mother Language of each linguistic community.

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	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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-I:

1. Title-of-the-Practice

Free-ship and concession for the students having financial difficulties

2. Objectives-of-the-Practice

This practiceprovides the financial support to the students having financial difficulties.

3. The-Context

The college receives meritorious students from various backgrounds,who are not capable of paying tuition and other fees due to their financial conditions.

4. The-Practice

Scholarship are provided to the needy students.

5. Evidence-of-Success

A large number of students are able to pursue higher education because of these practice.

6. Problems-Encountered-and-Resources-Required

The number of students having financial difficulties is large, due to lack of sufficient funds, it becomes difficult toprovide financial help to all of them.

Best-Practice-II:

1. Title-of-the-Practice

Prize-distribution to encourage the students

2. Objectives-of-the-Practice

To encourage the students to excel in the academics, the college felicitates the students with several prizes as books, medals etc.

3. The-Context

A healthy competition among students can boost up and improve the quality of their study. As a result, a pretty good number of students perform well in the exam.

4. The-Practice

The college provides several prizes as mainly books and gold medals to the students who rank 1st, 2nd and 3rdin each subject taught inthe final as well asintermediate year students. Many teachers and the alumni association of the college donate prizes.

5. Evidence-of-Success

This practice encourages the student to study more and acquire good grades to avail these prizes.

6. Problems-Encountered-and-Resources-Required

With the increasing price of gold, it becomes difficult to provide identical gold medals as before due to lack of sufficient funds.

File Description	Documents
Best practices in the Institutional web site	[View File]()
Any other relevant information	No File Uploaded

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

One distinctive feature of Maharaja Manindra Chandra College is its Teaching -Learning Evaluation process. Teachers use various methods apart from conventional classroom chalk-duster method to make the teaching-learning process more interesting and helpful for the students. Such student centric approach includes seminar, workshop, training, educational tour, Internship, career counseling etc. and provide the best education to the students. As a part of ICT-enabled teachinglearning methods, teachers prepare PPTs for the students, uploaded the e-content on the college website. During pandemic lockdown period, the faculty members are taking online classes regularly in different interesting ways and mentoring the students academically as well as psychologically. The college library also takes the initiative to introduce the learners with several online digital repositories for lectures, course materials, and digital libraries. Teachers also provide scanned documents of different texts, study materials, etc. to the students.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- To offer useful projects for the students for their internship.
- Upgrade further the ICT-enabled teaching and learning facilities in the college.
- Make the college premises more Divyangjanfriendly. Introduce more value-added courses for the students.
- To introduce more skill-based courses in accordance to the needs of the industry so as to increase employability of students.
- To arrange for funding to promote research by faculty and students in areas those are relevant to the best interests.
- To provide financial and infrastructural support and coaching facilities to students with outstanding talent in sports