

ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

NAME OF THE INSTITUTION:
YEAR OF REPORT:

MAULANA AZAD COLLEGE, KOLKATA
AUGUST 2008 TO JULY 2009

SECTION - A: PLAN OF ACTION CHALKED OUT BY THE IQAC IN THE BEGINNING OF THE YEAR 2008 - 09 TOWARDS QUALITY ENHANCEMENT

INTRODUCTION:

We were accredited by NAAC with 'B++' grade in March 2007. In keeping with the recommendations of the Peer Team, we are committed to improve the infrastructure so that next level of excellence can be reached. Variety of Languages that are offered in this college makes it a worthy centre of multilingual and multicultural discourses. With the introduction of at least two more Post Graduate studies in languages we hope to excel further in this area. We have taken up the task of improving the facilities in Boys' Hostel with the Government of West Bengal as well as with the UGC. Being a Class I heritage building, Maulana Azad College, is unable to undertake any renovation that would amount to alteration or addition to the existing building. This is put a real constraint to the expansion of the college building. There is hardly any space or scope for expansion in its present campus. We have approached the Government to allot us a piece of land for a second campus of the college.

Furthermore, the playground at Gorachand Dutta Lane, Park Circus, which was allotted to the college long time ago, has been requisitioned by the Government and transferred from the Education Department to the Minorities Welfare Department. Although our boys are still using the facility, we would no longer be able to plan any development involving this playground. Amid all these, we are continuing to serve the society by bringing more and more girl students, students from economically weaker section and minorities in our ambit. The faith parents and guardians of these students pose upon us are never belied. There had not been a single incident of student unrest last year. Girls never complain of any sort of harassment or gender bias. Being a government college, our goal is to extend every possible support to the deserving and the underprivileged. We are committed to fulfilling that goal without compromising with the quality. Salient features of our plan of action were as follows:

- 1. Being a government college, our goal is to extend every possible support to the deserving and the underprivileged. We are committed to fulfilling that goal without compromising with the quality.**
- 2. To introduce Post Graduate studies in (i) English (ii) Urdu (iii) Microbiology**
- 3. Complete digitalization of the Central Library.**
- 4. Students and Guardians are the real stakeholders and student feedback and Parent-Teacher interactions to be viewed as inputs of these stakeholders.**

5. **More and more inter-disciplinary programmes to be arranged.**
6. **Improvements of all the science laboratories.**
7. **Mobilization of E-resources and improving facilities for research.**
8. **Improvement of Teacher-Student ratio.**
9. **Improving infrastructure of the office.**
10. **Computerization of the entire process from admission.**
11. **Improving facilities in the Baker Hostel.**
12. **Proposing a Girls' Hostel and finding a site for its establishment.**
13. **Introduction of complete autonomy in Post Graduate courses.**
14. **Improvement of gymnasium for both boys and girls.**
15. **Improvement of Common room facilities for both boys and girls.**
16. **Improvement of washroom facilities for students, particularly girl students.**
17. **Improvement of Canteen facilities for both students and teachers.**
18. **Proposing more Major research projects to UGC, DST and DBT.**
19. **Number of seminars/conferences and workshops to be increased from current level.**
20. **To improve the general standard so that the college can propose for CPE status.**

SECTION - B:

1. ACTIVITIES REFLECTING THE GOALS AND OBJECTIVES OF THE INSINUATION.

- a) Results of the University Part III Examination, 2009 suggest that our students are continuing to maintain a good academic record with almost cent percent candidates getting through with scores.
- b) Student progression as per our records to higher studies is excellent. Science Graduates got admission to acclaimed institutions of higher learning such as IITs (Physics, Chemistry and Mathematics), IISC (Microbiology), FRI, Dehradun (Zoology), apart from the Universities. 3 students of Zoology department qualified for NET.
- c) On 07.04.2009 the Principal defended the XI plan budget proposal at ERO, UGC. He was further requested to attend another meeting with the similar set of experts from UGC on 29.04.2009 to put forward his proposals under the merged scheme of UGC. The college sought assistance for implementation of various schemes to augment the needs of girl students, lady teachers, handicapped persons, SC/ST/OBC and minorities, to support economically weaker sections.
- d) Proposal for assistance to the tune of 8.00 lacs for development of PG Courses were put forward to UGC in April 2009.
- e) The College proposed for recognition as a Centre with Potential for Excellence in June 2009 and the University undertook an inspection in July 2009. We believe that our proposal would be considered favourably.

f) Post graduate studies as autonomous PG courses were proposed from this academic session in two departments, namely, English and Urdu. 2 classrooms were allotted to each of these departments to start with. The opening of these courses allowed us partial fulfillment of recommendations of the NAAC Peer group that assessed this college during March 2007.

g) Digitization of Central Library of Central Library is almost complete. The accession, lending and borrowing are being done through custom built software. In addition, the college has sourced funds to the tune of about 7 lakhs for maintenance and digitalization of rare books that the library houses. The college is a treasure-trove of ancient calligraphic Urdu and Persian literature. Each and every such book is being treated with care and tenderness by experts employed by us for this job. We hope to specially display this collection for public viewing.

h) Every department takes care to meet the guardians at the time of admission of their wards to this college. In addition, questionnaires are given to the outgoing students for evaluation of not only the teachers but also the course content. The departments on the basis of these inputs try to address their strengths and weaknesses. Thanks to these inputs, a lot of modifications were made in Post graduate syllabi of the autonomous P.G. departments. University has also made significant changes in new syllabus of Microbiology, both in theoretical and practical, on the basis of our suggestions.

i) Two major research projects, one in Zoology and another in Chemistry, have been sanctioned. Improved laboratory conditions enabled the materialization of these projects. In addition, several Minor Research Projects have been sanctioned to the teachers of both science and arts departments. Infrastructure development in the Physics department took place through building a new computer lab. Botany department was allotted new laboratory at the Ground Floor and completely new laboratories were opened this year. New classroom for final year Chemistry students was built. Old laboratories got new tiles flooring to minimize dusts. Air conditioning has been commissioned in at least one classroom of each department to enable upgrading to E-classroom. In each floor Reverse Osmosis processed filtered and cooled water is now available for all students and staff. A new girls' common room was built at the third floor of the college and facilities like gym and table tennis are extended there. The college garden now has new look and state forest department has been given the job of beautifying this garden.

j) Office work and admission has been completely automated. Student data base is now ready a click away for the administration. Salary bills are prepared in Cosa software. Book purchased since 2005 are accessed electronically. Works are going on for older volumes as well. The website of the college got a new IP-address and instead of malanaazadcollege.org it is now known as maulanaazadcollege.in

k) Election to the Students' Union Council was held in February this year. Oath taking ceremony of the students was held in March. Principal, Dr. S.Dutta met the students and reminded them of their duties as stakeholders to see that the college maintains its tradition of amity and harmony. Every year we celebrate Saraswati Vandana and Milad ul- Nabi with equal fervor and spirit. Students from different regions of the country, different languages, different social backgrounds and above all

different religions are taught here. He wished that, these students would in time be ideal citizens and true Indians.

l) 6 major and 7 minor research projects were sanctioned. Dr. D.P Chattopadhyay of Department of Sociology collaborated with Prof. J. Broadbent, University of Minnesota, USA as Country Coordinator in NSF,USA funded project. Collaborative projects with University of Calcutta, Jadavpur University, Visvs Bharati University,TIFR were taken up. Seminars were arranged in collaboration with UNESCO, UNEP. In all 11 collaborative programmes were initiated/ completed in the college this year.

m) Proposal for improvement of Baker Hostel was taken up on the basis of inputs put forward by the boarders. Accordingly, plans for an annex building have been mooted.

n) 2 NET qualified students started their Ph.D. works in the department of Zoology

o) The College continues to maintain a good publication record with a record. There are 27 Ph.D. degree holders among the faculty and 31 teachers are engaged in active research. There were 76 publications to their credit in this year alone. In addition, there were 10 international and 20 national presentations made by them.

p) The college is increasing attracting more girl students and a large number of them are from underprivileged sections of the society. The Ratio of Boys : Girls shot up to 1.14 : 1.0 after this year's admission.

2. NEW ACADEMIC PROGRAMMES INITIATED (UG & PG).

In keeping with NAAC recommendations, Maulana Azad College, Kolkata proposed to introduce the following new UG and PG courses.

Sl. No.	Year of Commencement	Name of the Course	Intake Capacity
1.	2009 (proposed)	M.A. (English)	20 (proposed)
2.	2009 (proposed)	M.A.(Urdu)	30 (proposed)
3	2009 (sanctioned)	Botany (Hons)	20 (sanctioned)

3. INNOVATIONS IN CURRICULUM DESIGNING:

Curriculum designing was a major task for the two departments that vied to open autonomous post graduate courses. While we followed the Calcutta University model of Part I and Part II system for these courses, we repeatedly went through the syllabi of all major Indian Universities. Expert committees were formed consisting of peers from home and other Universities. Syllabi were designed keeping the requirements of UGC-NET in mind. All teachers of the respective departments are members of that Board of Studies. They continued to transact among themselves and with the members of the academic council till these were accepted by the Executive Council of the University of Calcutta. The goal was to harness the creative ability of a

student. The emphasis was on developing a creative insight with simultaneous honing of their language skills. The response of experts and peers in the field are exciting. We hope to maintain fluidity in the curriculum so that newer developments are readily incorporated in it. Transactions for innovative design took place in - 1) Respective Departments; 2) Board of Studies; 3) Sub-Councils; 4) Teachers' Council; 5) Academic Council. A Core Committee was formed which completed the process and submitted to the University for approval.

Syllabus in Botany was reviewed and a workshop was organized for this purpose. Dr. Swapan Bhattacharyya was invited by CU as an expert to deliberate on the proposed changes. Dr. Swapan Bhattacharyya was also nominated to the Board of Studies in Microbiology in the University of Calcutta.

4. INTER DISCIPLINARY PROGRAMMES:

In addition to the continuing programmes like microbiology which is taken care of by three departments, namely Microbiology, Chemistry and Botany. The school of languages is catered by no less than six language departments namely Bengali, English, Urdu, Arabic, Persian and Sanskrit.

5. EXAMINATION REFORMS IMPLEMENTED.

Examination Reform is proposed for post graduate departments. A move is being mooted to shift from Annual to Semester system. Continuous evaluation of Undergraduate students is a regular practice of this college. Post Graduate scripts are evaluated by both an internal and an external examiner. In case of variations of more than 15% there is the provision of appointing a third examiner. However, a major reform in the Undergraduate evaluation system is in the purview of the University and we, from time to time, suggest methods to improve the existing system prevailing therein.

6. CANDIDATES QUALIFIED: NET / SLET / GATE ETC.

3 students of the PG department of Zoology qualified for NET and one for GATE fellowship this year. In addition as per available records from the alumni, 4 students of Physics, 2 of Chemistry, 1 of Political science, 2 of Mathematics (1 in TFIR), 1 student of History, 6 more students of Zoology and 1 student of Microbiology qualified this year.

7. INITIATIVE TOWARDS FACULTY DEVELOPMENT PROGRAMME

Number of refresher courses attended by teachers in 2008-09 was 17.

Number of orientation courses attended by teachers in 2008-09 was 14.

Teachers of Social sciences, material sciences and natural sciences were involved in UNESCO, UNEP project.

Almost all teachers were given requisite leave for attending and presenting papers in seminars.

Teachers are encouraged to attend seminars, workshops, refresher courses, orientation programmes and to take up summer assignments or to visit institution home and abroad.

8. TOTAL NUMBER OF SEMINARS AND WORKSHOPS CONDUCTED: 05

- a) Changing Face of Planet Earth: Question of Partnering and Harmony With Nature: funded by UNESCO, UNEP and IUGS
- b) Water, Earth and Law: funded by UNESCO
- c) Comparing Climate Change Policy Network: NSF,UGC workshop
- d) A series of 5 Seminar Lectures were delivered by Scientists of international repute in the Zoology Department.

9. RESEARCH PROJECTS (A) ONGOING (B) COMPLETED

5 Major research projects and 7 minor research projects are continuing. 1 major project in Collaboration with NSF, USA has been sanctioned to Dr. D. P. Chattopadhyay of the Sociology Department.

1 Major project funded by PHE Department, Govt. of West Bengal has been awarded to Dr. D. P. Chattopadhyay of the Sociology Department.

1 major project has been completed.

10. PATENTS GENERATED, IF ANY.

2 patents in favour of Dr. Subir Chandra Dasgupta, Zoology Department.

11. NEW COLLABORATIVE RESEARCH PROGRAMMES

- a) Dr. D.P Chattopadhyay, Department of Sociology in Collaborative Research in “Social Networks as Agents of Change in Climate Change Policy Making” with Prof. J. Broadbent, University of Minnesota, USA. Dr. D.P Chattopadhyay is the Country Coordinator in NSF, USA funded project.
- b) Dr. D.P Chattopadhyay, Department of Sociology in Collaborative Research in ‘Provisions of Safe Drinking Water in Some Rural Areas of West Bengal’. Collaboration with Public Health Engineering Department, Government of West Bengal.
- c) Dr. Subir Chandra Dasgupta, Zoology Department carrying out two UGC funded major projects in collaboration with Department of Physiology, University of Calcutta.
- d) Dr. Subha Manna, Department of Zoology, in UGC funded major project with Visva Bharati University.
- e) Dr. T.N.Khan, Department of Zoology, in a UGC funded Major Research Project with Jadavpur University.
- f) Dr. Swapan Bhattacharyya, in a DBT funded Major Project with Prof. A. K. Paul, Department of Botany, University of Calcutta.

- g) Dr. Rini Roy in Collaboration with Dr. A, Nag Choudhury, Department of Microbiology, Lady Brabourne College.

12. RESEARCH GRANTS RECEIVED FROM VARIOUS AGENCIES.

During the period July 2008 to June 2009, the research grants received were as follows.

Sl. No.	Date of the Project	Funding Authority	Nature	Amount	Completed / Ongoing	Name of Teacher and Department
1.	October, 2008	NSF, USA	Major	\$ 589,539/-	Ongoing	Dr. D. P. Chattopadhyay, Sociology Dept.
2.	April, 2005	PHE Dept. W. B. Govt	Major	Rs. 3,72,000/-	Completed	Dr. D. P. Chattopadhyay, Sociology Dept.
3.	April, 2007	UGC	Major	Rs. 10,00,100/-	ongoing	Dr. S. C. Dasgupta, Zoology Department
4.	April, 2008	UGC	Major	Rs. 9,34,300/-	ongoing	Dr. T. N. Khan Zoology Department
5.	April, 2008	UGC	Major	Rs. 9,31,800/-	ongoing	Dr. Subha Manna Zoology Department
6.	April, 2003	UGC	Major	Rs. 4,65,960/-	Completed	Dr. Sanjib Das Zoology Department
7.	April, 2008	DST	Major	Rs. 1,85,000/-	ongoing	Dr. Bhaskar De, Physics Department
8.	April, 2008	UGC	Major	Rs. 8,00,000/-	ongoing	Dr. Soma Pal Saha Microbiology Department
9	April, 2008	UGC	7 Minor Projects	Rs. 5,32,000/-	ongoing	Zoology, English, Sociology, History Departments

13. DETAILS OF RESEARCH SCHOLARS.

- i) Sri Kautilya Bhattacharjee UGC JRF under Dr. Sanjib Das, Zoology Dept.
- ii) Sri Anirban Sinha UGC JRF under Dr. T. N. Khan, Zoology Dept

14. CITATION INDEX OF FACULTY MEMBERS AND IMPACT FACTOR

IQAC has no record regarding this.

15. HONOR/AWARDS TO THE FACULTY: NATIONAL AND INTERNATIONAL

INTERNATIONAL:

Dr. D. P. Chattopadhyay, Reader, Sociology, is Chosen as Country Coordinator in NSF, USA Award No: 0827006 in a Collaborative Project "COMPON" (Comparing Climate Change Policy Networks).

NATIONAL:

Dr. S. C. Dasgupta, Reader, Department of Zoology, was awarded 'Fellow of the Zoological Society' by ZSI, India

Dr. Swapan Bhattacharyya, Reader in Microbiology, was nominated to the UG Board of Studies for Microbiology, University of Calcutta, UG and PG Board of Studies for Botany, Netaji Subhas Open University.

Prof. Debaprasad Banerjee, Assistant Professor (SG) was nominated to the Syndicate of University of Calcutta.

Prof. Anis Akhtar, Assistant Professor (SG) was nominated to the UG Board of Studies in Urdu of University of Calcutta.

16. INTERNAL RESOURCES GENERATED

The college is fully administered by the Government of West Bengal. Internal Resource Generation as per rules of the Government is not allowed as per rules. However, the Alumni Association, which is an independent body, generates its own resources to run its activity in close association of the college. Resources are also mobilized for offering assistance for continuation of study to students belonging to SC/ST/Minorities/Girl students and any other student from financially challenged families.

17. DETAILS OF DEPARTMENTS GETTING ASSISTANCE/RECOGNITION UNDER SAP, COSIST (ASSIST)/DST, FIST, AND OTHER PROGRAMMES

During the year of report following were the nature of such assistance received:

- a) NSF, USA Award No : 0827006 : Social Networks as agents of Change in Climate Change Policy Making : Starts on October 01 2008: Award Value: USD 589539 Recipient: Dr. D. P. Chattopadhyay, Reader, Sociology with Prof. J. Broadbent, University of Minnesota, USA.

- b) Public Health Engineering Department, Government of West Bengal: 'Provisions of Safe Drinking Water in Some Rural Areas of West Bengal'. Collaboration with Public Health Engineering Department, Government of West Bengal.: Rs.3,72,000/- .Recipient: Dr. D. P. Chattopadhyay, Reader, Sociology.
- c) DST: Model Based Probes into some Aspects of Hot and Dense Partonic Matter at RHIC and LHC : Rs.1,85,000/-

18. COMMUNITY SERVICES:

i) **The National Service Scheme:** The scheme is coordinated by Dr. Dabir Ahmed, Reader in Urdu and it looks after the fact that a healthy environment prevails over the college and the surrounding localities. Thanks to their efforts, amenities of the students have increased. Filtered cold water supply has been ensured in every floor and students are looking after the upkeep of these units. Healthy food is ensured and quality check of food materials sold from canteen is undertaken by the NSS in association with the Microbiology Department. The college is an epitome of amity and harmony. With majority of students from the minority communities, it needs day to day effort to see that sentiment of no one is harmed. Thanks to the yearlong NSS activity, not a single unpleasant incident has been reported ever.

ii) The college arranged two consumer rights awareness programme this year and these programmes were participatory in nature. People from the locality also took part.

iii) Environment awareness programme, particularly knowledge on Environment Law was the theme of a programme conducted in association with UNESCO, UNEP.

iv) Women empowerment and women entrepreneurship have been focus of our involvement with an NGO named SANGLAP. This NGO works in close association with the Sociology department and Dr. Madhumita Sen, Reader in Sociology coordinates the programme.

v) The college arranges for scholarships for every student in need from various agencies like the Department of Minority Affairs, Central and State governments, Wakf Board etc.

19. TEACHERS AND OFFICERS NEWLY RECRUITED.

Recruitment of teachers is done by WBPSA. Recruitment of non-teaching takes place year on year basis. Support staff is recruited by the methodologies followed by the office of the DPI, WB. Following are the relevant data:

Full-time Teacher(Transferred/joined)	11
Part-time Teachers	27
Supportive staff	Nil

20. TEACHING & NON-TEACHING RATIO

During 2008-09, the teaching and non-teaching staff ratio was 2:1 (approx)

21. IMPROVEMENTS IN THE LIBRARY SERVICES

New Implementations during 2008-09:

- Rs 4,15,000/- were spent on Books and Journals for Central Library.
- Rs. 1,00,000/- were spent exclusively for improvement of Post Graduate Library.
- An advance Library grant of Rs.10,00,000/- were mobilized for improvement of libraries and further improvement is in the offing.
- 1095 new titles were added this year.
- A project for chemical preservation and digitization of rare old books and parsian manuscripts was undertaken last year and majority of the works were completed this year. The project outlay was Rs.7,80,000/- and this was co-funded by National and State Achieves at 75:25 cost sharing basis. We have used the fund for not only preservation but arrangements have also been made for public display of the achieved articles.
- Complete digitization of accession, borrowing, accounting etc have been achieved.
- DELNET and INFLIBNET connectivity is extended to all users.
- The reading room was refurbished with new chairs, tables, ACs, display racks and net connectivity.

22. NEW BOOKS/JOURNALS SUBSCRIBED AND THEIR VALUE

- Rs. 4,15,000/- were spent on Books and Journals for Central Library.
- Rs. 1,00,000/- were spent exclusively for improvement of Post Graduate Library.
- An advance Library grant of Rs. 10,00,000/- were mobilized for improvement of libraries and the grant is being utilized at this point of time..
- 1095 new titles and 10 Journals in Physical mode have been added during the period of report. In addition DELNET/ INFLIBNET facilitated E-Journals were made available to the teachers.

23. COURSES IN WHICH STUDENT ASSESSMENT OF TEACHERS IS INTRODUCED AND THE ACTION TAKEN ON STUDENT FEEDBACK.

The outgoing 3rd year students were asked to give feedback and assess the teachers and the courses. The practice is in vogue since 2007. The departments hold assessment meetings to analyse their own Strength and Weakness.

24. FEEDBACK FROM STAKEHOLDERS

- Parents-Teachers meetings are held in every department, either periodically or at the time of initiation after a student are admitted.
- Students Union Council is consulted to obtain feedbacks on Common Room facilities, Washroom facilities, Library, amenities in and around college and hostel. Based on their feedback, the government is being pursued to remove an out of service government milk depot, as the students complained about some activities taking place in this depot.
- Feedback is also taken from the Alumni Association. Prof. G Sarwar Head, Parsian Department, being the General Secretary of the Maulana Azad College Alumni Association is ably bridging the past students with their alma mater.

25. UNIT COST OF EDUCATION.

Taking into account the total outlay of State Exchequer for this college for the year under report the unit cost per student amounts to Rs.2302/- taking into account a state grant of Rs.35,35,711 for 1536 students.

26. COMPUTERIZATION OF ADMINISTRATION AND THE PROCESS OF ADMISSIONS AND EXAMINATION RESULTS, ISSUE OF CERTIFICATES.

Computerization of administration was done long ago. Computerization in the process of admissions and examination results, issue of certificates was started from 2007. In fact, from admission to final degree certificate had been computerized.

- i. Admission and student information management is fully computerized.
- ii. The college office is computerized and both student and staff section operates through customized software.
- iii. The confidential section is fully computerized.
- iv. Salaries, Accounts, pay- slips, etc. are also computerized.
- v. All departments have 100% access to computer facilities.
- vi. The College is fully networked and DELNET-INFLIBNET connected.

27. INCREASE IN THE INFRASTRUCTURAL FACILITIES

- i. Rs. 2,03,500/- were sanctioned for Electrical works in Chemistry department.
- ii. Strengthening of electrical connection to 48Kw at an expense of Rs. 3,02,222/-.
- iii. Repair and renovation of Botany (H) and Physics Laboratories at an expense of Rs. 13,56,653/-.
- iv. Rs. 4,84,836 was allotted to new Botany Honours Laboratory for up gradation.

- v. Rs. 2,50,000/- was allotted to the Library for electrical works.
- vi. 6 stations multigym facility was added to the Boys' Common Room.
- vii. Furthermore, a special assistance in the form of Advance amounting to Rs.63,00349/- were allotted to the college for purchase of equipments, Chemicals and Glassware, Books and journals and Furniture during the year of report.
- vii. New flooring, refurbishment and paintwork for entire college building.
- ix. Improvement of both Staff and Student washrooms took place.
- x) New recreational facilities like new TV, indoor games and books for library in Baker Hostel.

28. TECHNOLOGY UP GRADATION

- i. Electrical Load was increased to 48KW in main building.
- ii. New computers were added to departments, office, students' section, library and common rooms
- iii. DELNET-INFLIBNET connectivity becomes operative.
- iv. Air conditioning, lamination, bar code based accession, lending-borrowing and preservation of manuscripts in the Libraries.
- v. Software based searching of books for all students.
- vi. New computer laboratories in Physics department.
- vii. Computerized certificate, scholarship, salary slip distribution system.
- viii. New computers were added to the Baker hostel

29. COMPUTER AND INTERNET ACCESS AND TRAINING TO TEACHERS, NON-TEACHING STAFF AND STUDENTS.

- i. Computer and internet access to all teachers and students.
- ii. Every non-teaching staff including the security staff have computer and internet access.
- iii. Separate computer labs in Physics, Mathematics, Statistics, Zoology and Sociology departments.
- iv. Full internet access for teachers and students in the library.
- v. All other departments have individual computers with Internet access.
- vi. Networked computer facility in Boys' Hostel.
- vii. Computer access in Students' Common rooms.

30. FINANCIAL AID TO STUDENTS.

- Students from underprivileged class are exempted from paying fees.
- Students in need are supported from Student Aid Fund.
- Scholarships are given to all SC, ST, Minorities and Girl students fulfilling the minimum criteria.

- There has not been a single report of student dropping out due to inadequate financial support.

31. ACTIVITIES AND SUPPORT FROM THE ALUMNI ASSOCIATION.

The college can boast of alumni who excelled in all spheres of life. Founder and ex-President of Bangladesh, Professor Bimal Krishna Matilal of Oxford University, Justice Ashok Kumar Ganguly, Bhatnagar Awardee Professor Bikash Chakraborty of SINP, Md. Safi, former Chief Editor of PTI are to name a few. Currently, Prof. Ghulam Sarwar, Head of the Persian Department of this college is the General Secretary of Alumni Association. The association held several meetings and met the Principal on a number of occasions. Members of alumni are invited to take part in Founders' day celebration, celebration of Milad-ul-Nabi. During the Ramadan, Iftar is organized in association with the alumni. Due to acute shortage of space, the alumni association is still functioning from the shared facilities with Persian department. Efforts are on to identify exclusive facilities for the association.

32. ACTIVITIES AND SUPPORT FROM THE PARENT-TEACHER ASSOCIATION

There is no Parents' Body in the College, although, Parent-Teacher meetings are held in every department. Initiation meetings are held at the time of admission. Results and other observations are shared with the Guardians on one- to- one basis. Moreover, Guardians are free to meet the Principal any time and there had been several instances where the Principal and the teachers had to undertake counseling sessions with students facing psychological trauma. These sessions proved to be extremely helpful for the guardians and students alike.

33. HEALTH SERVICES

Basic first-aid facilities were provided by the NSS of the college.

Every science department has first aid arrangements.

In case of emergency, links had been made with nearby Government hospitals like Calcutta Medical College and National Medical College, Calcutta.

34. PERFORMANCE IN SPORTS ACTIVITIES

- College Sports- large number of Boys and girls took part in 17 disciplines of athletics.
- Inter Departmental Badminton Championship for Boys and Girls- The Girls team has been selected for competing in University tournament.
- Inter Departmental Football Championship
- Inter Departmental Cricket Championship
 - Calcutta University Inter-college tournaments- 50 students took part.
 - Inter Government College Sports Meet- 52 students took part

35. INCENTIVES TO OUTSTANDING SPORTSPERSONS

Participants are given all kits, TA, Food and Medical expenses. Scholarships are given to sportspersons in need.

36. STUDENT ACHIEVEMENT & AWARDS.

Achievers in University Examination were facilitated by the respective departments.

Prize Distribution Ceremony was held on the concluding day of Annual Sports Meet.

37. ACTIVITIES OF THE GUIDANCE AND COUNSELING UNIT

The college has a grievance redressal, discipline monitoring and counseling cell. Grievances from the students were few and far between. Some interactions and counseling had to be undertaken to address emotional problems of one or two students.

Confidence building in a student is one of the foremost duties of a teacher. Fortunately, majority of the students take to this college as their second home and teachers always keep close eyes on their skill and personality development.

38. PLACEMENT SERVICES PROVIDED TO STUDENTS

Prof. D. P. Banerjee of the Department of English was the coordinator of career counseling and placement cell of the college. Both recruiters and institutes of higher learning had sessions during the year of report.

39. DEVELOPMENT PROGRAMMES FOR NON-TEACHING STAFF

- Upkeep of Staff quarters is done by the PWD.
- A separate canteen for the staff members was built at the ground floor.
- A separate recreation room has been built for the staff.
- Several computers have been given to the non-teaching staff.
- Internet access was given to the staff members.
- Security staffs were given proper uniform.

40. GOOD PRACTICES OF THE INSTITUTION

- Strong research activity;
- Good publication record
- Regular Staff Meetings;
- Regular Interactions between staff and students;
- Involvement of teachers in distance learning mode through in house centre of IGNOU;

- Remedial measures for weaker students / tutorial classes;
- Evaluation of teachers by the students;
- Completely digitized library;
- Completely digitized maintenance of student database;
- Providing all assistance to SC/ST, Minorities, students from BPL families girl students for completion of their studies;.
- Negligible Drop Out rate;
- Providing ample reference materials to students through dual library system;
- Access to online journals through DELNET-INFLIBNET;
- Amity and cordiality among students of different religious beliefs;
- Ample sports and games facilities for the students;
- Celebration of all National days of importance;
- Annual get together and Farewell ceremony to facilitate all retiring teaching and non-teaching staff;
- Regular arrangements of Educational excursions;
- Canteen facility for both students and staff;
- Recreation room for Non-teaching staff;
- 24 hour security staff;
- Discipline monitoring and counseling cell to support the students;
- Linkages with NGO;
- ID cards for all the students;
- 350 seat hostel facility for boys;
- Maintenance of a 'Bangabandhu' commemorative museum in Baker Hostel;
- Strong NSS activity;
- Strong unit of NCC;
- Hygienic maintenance of washrooms;
- Water quality check laboratory for general public;
- Environment awareness Seminar/workshops arranged.

41. LINKAGES DEVELOPED WITH NATIONAL / INTERNATIONAL, ACADEMIC/RESEARCH BODIES.

- a) Dr. D. P. Chattopadhyay, Department of Sociology in Collaborative Research in "Social Networks as Agents of Change in Climate Change Policy Making" with Prof. J. Broadbent, University of Minnesota, USA. Dr. D.P Chattopadhyay is one of the Country Coordinator in NSF, USA funded project.
- b) Dr. D. P. Chattopadhyay, Department of Sociology in Collaborative Research in 'Provisions of Safe Drinking Water in Some Rural Areas of West Bengal'. Collaboration with Public Health Engineering Department, Government of West Bengal.

- c) Dr. Subir Chandra Dasgupta, Zoology Department carrying out two UGC funded major projects in collaboration with Department of Physiology, University of Calcutta.
- d) Dr. Subha Manna, Department of Zoology, in UGC funded major project with Visva Bharati University.
- e) Dr. T. N. Khan, Department of Zoology, in a UGC funded Major Research Project with Jadavpur University.
- f) Dr. Swapan Bhattacharyya, in a DBT funded Major Project with Prof. A. K. Paul, Department of Botany, University of Calcutta.
- g) Dr. Rini Roy in Collaboration with Dr. A. Nag Choudhury, Department of Microbiology, Lady Brabourne College.
- h) Environment awareness Seminar/workshops arranged in collaboration with UNESCO-UNEP.

42. ACTION TAKEN REPORT ON THE AQAR OF THE PREVIOUS YEAR

Maulana Azad College was accredited by NAAC in 2007. The IQAC was formed in august 2008. We undertook some works in 2007-08 itself and outcomes of these endeavours are:

- Opening of 2 PG and 1 UG course.
- Complete digitization of Library.
- Completely digitized student database management
- New Research projects became operational;
- Environment awareness programmes launched.

43. ANY OTHER RELEVANT INFORMATION THE INSTITUTION WISHES TO ADD.

- Maulana Azad College is one exemplary centre of amity and harmony and upholding true spirit of secular ideals where Swaraswati Puja and Milad-ul-Nabi are celebrated with equal fervor;
- All underprivileged students and particularly girl students are supported financially;
- This is a DST,DBT assisted college which speaks of its strong research activity;
- It is a Government of West Bengal College and all teachers belong to the Class-I gazetted cadre of West Bengal Educational Service.

SECTION: C

OUTCOMES ACHIEVED BY THE END OF THE YEAR:

On the basis of NAAC recommendations and internal reports submitted to the government we were able to implement the following:

- Opening of Post Graduate Courses in English and Urdu was high point of this year.

- Honours course in Botany materialized with effect from this year.
- Strengthening of Research in the form of three new Major Projects in Zoology, two new collaborative projects in Sociology and several Minor Research Projects.
- Complete autonomy of the Post Graduate Departments was reflected in fresh, updated curriculum designing.
- The faculties are continuing to excel in publication records.
- Complete digitization of library achieved.
- New reading room with AC and networked computers was opened.
- Fully digitized student data management and office management was ensured.
- All laboratories were upgraded with a total of Rs.44,45,629/- spent on their infrastructure development. In addition, adequate fund was garnered for disposables, books and journals which benefitted the students immensely.
- Full time Principal took over from the officiating Teacher in Charge.
- The student: teacher ratio was bettered as 11 new teachers joined this year.
- The college applied for the CPE status and was informed to be shortlisted till the time of this report.
- Both Central and State Government funds were mobilized for preservation and display of archival books and manuscripts.

SECTION - D

PLANS OF THE HEI FOR THE NEXT YEAR (2009-10)

1. To obtain the CPE status from University Grants Commission.
2. To admit students in autonomous Urdu and English Post Graduate Courses.
3. To implement all committed programmes for which XI Plan assistance would be received from UGC.
4. To further improve the central library and make it an OPEN ACCESS library.
5. To mobilize more funds for research and utilize the services of JRFs in undergraduate teaching.
6. To fill the vacant posts of both teaching and non-teaching categories.
7. To improve the number of seats and facilities in Boys Hostel.
8. To make the student body more participatory in nature.
9. To improve the outreach programmes and chalk out new outreach plans.
10. To Re- introduce the NET/SET coaching facility and Remedial Coaching facility which have been suspended due to want of funds.
11. To improve laboratory and research facilities in all science departments.