



## **YEARLY STATUS REPORT - 2020-2021**

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>		<b>MIDNAPORE COLLEGE</b>
• Name of the Head of the institution	<b>DR. GOPAL CHANDRA BERA</b>	
• Designation	<b>PRINCIPAL</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone No. of the Principal	<b>9800621873</b>	
• Alternate phone No.	<b>03222275847</b>	
• Mobile No. (Principal)	<b>9434191077</b>	
• Registered e-mail ID (Principal)	<b>mcm.principal@gmail.com</b>	
• Address	<b>Rajabazar Main Road</b>	
• City/Town	<b>Midnapore</b>	
• State/UT	<b>West Bengal</b>	
• Pin Code	<b>721101</b>	
<b>2.Institutional status</b>		
• Autonomous Status (Provide the date of conferment of Autonomy)	<b>27/01/2014</b>	
• Type of Institution	<b>Co-education</b>	
• Location	<b>Rural</b>	

• Financial Status	Grants-in aid				
• Name of the IQAC Co-ordinator/Director	Prof. Rajendra Nath Dutta				
• Phone No.	03222276347				
• Mobile No:	9547193390				
• IQAC e-mail ID	iqac.midnaporecollege@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	<a href="https://www.midnaporecollege.ac.in/IOAC">https://www.midnaporecollege.ac.in/IOAC</a>				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.midnaporecollege.ac.in">https://www.midnaporecollege.ac.in</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	A+	3.60	2017	30/10/2017	29/10/2024
Cycle 2	A	3.58	2012	10/03/2012	09/03/2017
Cycle 1	A+	0	2004	04/11/2004	03/11/2009
6.Date of Establishment of IQAC			20/02/2006		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
Midnapore College	Autonomous Status	UGC	27/01/2014	12000000	
Midnapore College	CPE	ugc	05/02/2014	1000000	
<b>8.Provide details regarding the composition of the IQAC:</b>					
• Upload the latest notification regarding the	<a href="#">View File</a>				

composition of the IQAC by the HEI		
<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?</li> </ul>	<b>No</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Did IQAC receive funding from any funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
Ensured Oxygen Cylinders for Stakeholders during Covid-19 Pandemic Period.		
Organizing maximum number of National and International Online Lecture Series.		
Organizing Science Fair inviting models and posters.		
Organizing International Yoga Day 2021.		
Organizing a Special Lecture on Role of Media and Technical Communication in Business.		
<b>12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:</b>		

Plan of Action	Achievements/Outcomes				
Proposal for introducing MCA	Application for same submitted to concerned authority.				
Organizing Science Fair in collaboration with the Vigyan Parishad of Students Council.	Successfully Conducted.				
Initiative to send letters to neighboring Higher Education Institutions for preparing for NAAC Accreditation.	Letter sent to the affiliated University for preparing the list of a few Colleges for the same.				
To make the College Campus more Eco-Friendly.	Tree Plantation Programme done and Green Audit conducted.				
Proposal of Outreach Programmes submitted to the College Authority.	Departments like Physics, Chemistry and Botany visited remote schools for imparting knowledge of school students in rudiments of science.				
Proposal for maintenance of ICT and Smart Classrooms.	Concerned agencies contacted and necessary works done for proper function of the same.				
Appeal for filling the vacant Non-Teaching Posts.	Process initiated in Government Level.				
<b>13.Was the AQAR placed before the statutory body?</b>	<b>Yes</b>				
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>					
<table border="1"> <tr> <td>Name of the statutory body</td><td>Date of meeting(s)</td></tr> <tr> <td>Governing Body Meeting</td><td>21/03/2022</td></tr> </table>		Name of the statutory body	Date of meeting(s)	Governing Body Meeting	21/03/2022
Name of the statutory body	Date of meeting(s)				
Governing Body Meeting	21/03/2022				
<b>14.Was the institutional data submitted to AISHE ?</b>	<b>Yes</b>				
<ul style="list-style-type: none"> <li>Year</li> </ul>					

Year	Date of Submission
2021	30/03/2022

  

Extended Profile	
<b>1.Programme</b>	
1.1 Number of programmes offered during the year:	37
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Total number of students during the year:	5401
File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>
2.2 Number of outgoing / final year students during the year:	1567
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	4464
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of courses in all programmes during the year:	37

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.2	269
Number of full-time teachers during the year:	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.3	189
Number of sanctioned posts for the year:	

<b>4.Institution</b>	
4.1	2431
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	70
Total number of Classrooms and Seminar halls	
4.3	429
Total number of computers on campus for academic purposes	
4.4	594.13182
Total expenditure, excluding salary, during the year (INR in Lakhs):	

<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curriculum Design and Development</b>	
1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.	
The Principal with IQAC and HODs and Cordinators of different Departments of UG and PG of the College along with the help of Secretary of Academic Council prepare the Academic Calendar regarding the distinct schedule of the curriculum execution. The	

Syllabus Committees are formed by departments and meetings are convened in Online and Offline mode for expertise from Subject Experts. The Guidelines of UGC and the State Government are strictly followed for framing the syllabus. Emphasis is given on the use of ICT tools, Local needs, E-Books, Videos, demonstrations for the proper utilization of the subject contents.

- As per the UGC guidelines of an Autonomous College, Academic Council and Board of Studies of different departments are formed.
- Each departmental Head convenes meeting of all faculty members and they discuss on innovative academic programmes to introduce new courses keeping in view the emerging areas in the light of changing trends of the Country and in tune with the mission and vision of the College.
- Recharge of knowledge base of the faculty members by participation in Orientation Programmes, Workshops and Refresher Courses is of great use while preparing the curriculum.
- Syllabus of affiliated University (Vidyasagar University) and that of nationally reputed Universities are taken into account to compare and contrast.
- A draft syllabus is made ready the copies of which are sent to Subject Experts for review.
- The syllabus is made ready in the Syllabus Committee Meeting.
- The University Nominee and Subject Expert along with the faculty members bring the syllabus to its final shape by unanimous opinion.
- The syllabus is then presented in the meeting of the Academic Council which comprises Professionals from other fields i.e. Academician of relevant disciplines, Advocates and Experts from Industries etc.
- The Academic Council has a major role in discussing every aspect of the Curriculum in the open forum. The sagacious suggestions of the learned members are taken into consideration.
- The Governing Body finally gives approval for the implementation of the syllabus.
- Feedback from different stakeholders i.e. students, Alumni, parents, faculty and the external experts bring validity to the Curriculum. The College had so long no scope of restructuring the curriculum and the current curriculum is in vogue for last two years only after Autonomous Status in 2014. The IQAC involves a team of teachers to collect feedback from students, our primary stakeholder by providing them questionnaires based on quality parameters and the goals and

objectives of the institution in the prescribed format.  
Detailed analysis of the feedback is made to prepare cumulative report.

File Description	Documents
Upload additional information, if any	<a href="#">View File</a>
Link for additional information	Nil

### 1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

1

File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<a href="#">View File</a>
MoUs with relevant organizations for these courses, if any	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

### 1.2.1 - Number of new courses introduced across all programmes offered during the year

0



File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

5

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The Women Cell and the ICC address the complaints received if any as early as possible. Workshops and Seminars are organised under their every guidance in consultation with IQAC. The Anti Ragging Cell and the Prevention of Sexual Harrassment Celle are also remain vigilant to address the problems raised. Four NSS units remain active in organising programmes for environmental sustainability.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

0

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.3.3 - Number of students enrolled in the courses under 1.3.2 above**

0

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.3.4 - Number of students undertaking field work/projects/ internships / student projects**

482

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.4 - Feedback System**

**1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni**

D. Any 1 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	<a href="#">Feedback collected, analyzed and action taken</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

1.4.2 - The feedback system of the Institution comprises the following		A. Feedback collected, analysed and action taken made available on the website
File Description	Documents	
Provide URL for stakeholders' feedback report	Nil	
Any additional information	<a href="#">View File</a>	
TEACHING-LEARNING AND EVALUATION		
2.1 - Student Enrollment and Profile		
2.1.1 - Enrolment of Students		
2.1.1.1 - Number of students admitted (year-wise) during the year		
1415		
File Description	Documents	
Any additional information	No File Uploaded	
Institutional data in prescribed format	<a href="#">View File</a>	
2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)		
839		
File Description	Documents	
Any additional information	No File Uploaded	
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>	
2.2 - Catering to Student Diversity		
2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.		
Not Applicable		

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

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/06/2021	5401	269

File Description	Documents
Upload any additional information	No File Uploaded

### 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:

1. The Department of English takes the overall supervision of Spoken and Communicative English catering to the needs of the Students of different departments of the College. they are asked to utilize their learning ability in everyday work. Most of them have been found to be successful in managing employment in different corporate houses.

2. Apart from the pedagogic way of teaching, the faculties engage the students for more vibrant learning. The selected students of PG of different departments are asked to take classes in UG. this is being done to foster in them the spirit for grooming future teachers in Schools and Colleges with more proficiency.

3. Special and distinguished lectured are being arranged to expose students to different dimensions of human knowledge.

4. Arrangement of virtual classes and availability of ICT mode of teaching are ensured to the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional Information	<a href="https://midnaporecollege.ac.in">https://midnaporecollege.ac.in</a>

### 2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Number of Teachers on Roll Number of teachers using ICT (LMS, e-Resources) ICT Tools and resources available Number of ICT enabled Classrooms Number of Smart Classrooms E-Resources and techniques used 269 269 Hardware:- LCD Projectors, Internet and Wi-Fi Connection, Smart Boards, Firewall; Software:- Documentary Videos, OCTAVE, LaTeX 23 17 N-LIST for all permanent teachers, INFLIBNET books and journals , ebooks , Google classroom, different websites, Youtube videos, Plant Net Application, PlantSnap Identity, Angle Cam and Google Earth, Matlab, Tracker

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="https://midnaporecollege.ac.in">https://midnaporecollege.ac.in</a>
Upload any additional information	<a href="#">View File</a>

### 2.3.3 - Ratio of students to mentor for academic and other related issues

#### 2.3.3.1 - Number of mentors

260

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	<a href="#">View File</a>

### 2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Yes. Done.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

216

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>
Any additional information	No File Uploaded

### 2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

120

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	<a href="#">View File</a>
Any additional information	No File Uploaded

### 2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

2106

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	No File Uploaded

## 2.5 - Evaluation Process and Reforms

**2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year****30**

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

**2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year****0**

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

All Examinations including CIA were conducted during this period on customized version of MOODLE LMS, that was installed on G-Cloud Server (<http://34.68.7.109/moodle/>) from the Institutional end. All the students were able to access the system with their own credential securely. The Students were accustomed with the system with proper training along with audio visual guidelines even in local languages to meet the demand of local students. Some of the videos could be found in the following YouTube Channel([https://www.youtube.com/watch?v=6NkkSFH\\_ONE](https://www.youtube.com/watch?v=6NkkSFH_ONE)) and (<http://34.68.7.109/moodle/course/view.php?id=577#section-0>).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="http://34.68.7.109/moodle/">http://34.68.7.109/moodle/</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

- The IQAC creates awareness in the students and the staff on the academic performance and learning outcome. It conducts seminars for the staff members and students.
- The students attend the seminars and special lectures on different occasions round the year.
- The vision and mission of the College create the awareness among the staff and the students.
- The teachers in general and the Principal in particular highlight the desires and aspirations of the institution on special occasions like the Induction Meeting, the celebration of the College Foundation Day, Departmental Freshers' Welcome, Students' Seminar, College Annual Cultural Programme "ANANDAM".
- Celebration of the Birth Anniversary of Great souls and value education programmes organized by N.S.S
- As per recommendation of BOS, each Department is instructed to provide preamble, objectives and the intended learning along with a Rationale to the syllabus paper wise which the Departments have been instructed to follow in the subsequent Syllabus Committee Meetings.
- The intended learning outcome is printed in the syllabus book, the copy of which is available both for students and teachers.
- The teachers knowing fully well the expectations of their students, keep alert by updating themselves through Refresher Courses, Orientation Programme, Seminars and Research works.
- The department takes care of creating awareness among the students regarding the scope and outcomes of the programmes.



File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Link for additional Information	Nil

### 2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Program and Course outcomes, as evinced by NAAC have been designed for students and other stakeholders. They aim at making the students ready and equipped with knowledge and skill sets required for future. Evaluation of outcomes serves the institution as an effective tool for introspection and improvement. Outcomes have been uploaded on the College website. The students are made aware of these during the Orientation Programs for the new students as well as at the beginning of every semester. Students are guided with required mentoring so they achieve the desired outcomes.

Evaluation of the stated outcomes is carried out using multiple assessment methodologies. It is carried out regularly during routine teaching, and periodically through internal assessment and finally through evaluating the results.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

### 2.6.3 - Pass Percentage of students

#### 2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1697

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://midnaporecollege.ac.in">https://midnaporecollege.ac.in</a>

## 2.7 - Student Satisfaction Survey

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

<https://www.midnaporecollege.ac.in>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

To meet the demands of infrastructural facilities and other research related needs of different departments of both UG and PG, the College has evolved the following strategies:

- The grants received from UGC and the State Govt. are used to purchase books and Journals, equipment, chemicals and other relevant materials for research activities.
- More space is provided to keep pace with the growing demand by additional infrastructure.
- Research laboratories are provided to departments.
- The laboratories are properly maintained and are well equipped to facilitate research.
- PG students are allowed to use the other departmental laboratories, if required.
- Departments collaborate with various external agencies, Universities and IIT, Kharagpur.
- ICT facilities are provided to departments.
- The Grants from CPE, DST-FIST, DBT- BOOST are utilized to improve the infrastructural requirements of different departments.
- Star departments are identified and more funds are allocated to those departments to meet their requirements.
- Seed money is given to teacher researchers (as a start up

amount) to encourage research.

- To keep pace with the growing demand, additional infrastructure is created by constructing new buildings for research laboratory.
- High end instruments are provided to the science faculty for research.
- Basic computer facilities are provided for researchers and laptops to all the faculty members for smooth running of their research work under CPE and UGC Special Assistance Scheme.
- The Animal House has been renovated and well maintained as per the recommendation of Ethical Committee.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View File</a>
Provide URL of policy document on promotion of research uploaded on the website	Nil
Any additional information	<a href="#">View File</a>

### 3.1.2 - The institution provides seed money to its teachers for research

#### 3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

14.94350

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	<a href="#">View File</a>
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<a href="#">View File</a>
List of teachers receiving grant and details of grant received	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	<a href="#">View File</a>
List of teachers and details of their international fellowship(s)	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.2 - Resource Mobilization for Research****3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)**

5114350

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

**3.2.2 - Number of teachers having research projects during the year**

17

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

**3.2.3 - Number of teachers recognised as research guides**

22

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

### 3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	<a href="#">View File</a>
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

### 3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The initiatives taken are as follows

- College has created seed money for undertaking research projects for teachers and students.
- There is a research committee at college level for making policy related to research and innovation.
- The central library provides facilities for creation of knowledge and research support through reference books, research journals, encyclopedia, reading room, OPAC, Digital library in flibnet, delnet, plagiarism software support.
- There is a Research Center of Biotechnology, Zoology departments. Through which research scholars of several eminent institutes get associated for creation of knowledge.
- There are spacious laboratories, computers, internet and all other ICT facilities available for all the departments of Arts, Science and Commerce for creation and transfer of knowledge.
- For developing Innovative approach and scientific temperament amongst students following events and programmes are conducted at departmental level under which subject oriented several

competitions, quizzes, Poster presentation, exhibition and workshops conducted.

- Computer Science- E poster, Python certificate course
- Books exhibition held every year by Central Library of College for inculcating reading habits. (due to Pandemic last year not conducted)
- Eminent industrial experts, scientists, Research scholars, Social entrepreneurs visit the campus and share their innovative ideas.
- Students are encouraged to participate in Seminar/Conferences and write research articles in research journals

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

### 3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

1

File Description	Documents
Report of the events	<a href="#">View File</a>
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4 - Research Publications and Awards

**3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software**

**E. None of the above**

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

#### 3.4.2.1 - Number of PhD students registered during the year

8

File Description	Documents
URL to the research page on HEI website	<a href="https://midnaporecollege.ac.in/">https://midnaporecollege.ac.in/</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

72

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

34

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

### 3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

#### 3.4.5.1 - Total number of Citations in Scopus during the year

507

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	<a href="#">View File</a>

### 3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

#### 3.4.6.1 - h-index of Scopus during the year

1-23

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.5 - Consultancy

#### 3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0



File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	<a href="#">View File</a>
List of consultants and revenue generated by them	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	<a href="#">View File</a>
List of training programmes, teachers and staff trained for undertaking consultancy	<a href="#">View File</a>
List of facilities and staff available for undertaking consultancy	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Nil.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

### 3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)**

8

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year**

1602

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.7 - Collaboration

**3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work**

0

File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)**

0

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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 equipments, etc.

#### Infrastructural facilities :

1. Old Science Building with its Gothic Structure established by RB Bradley Birt Esqu, ICS in 1914.
2. Thakbasta Kuthi renamed Rabindra Bhavan established in 1800.
3. Principal's Quarters in which lived Rishi Rajnarain Basu (1851-66), and in which was solemnized the marriage ceremony of his eldest daughter, Swarnalata, mother of Sri Aurobindo
4. Midnapore College N.C. Rana Sky Observation Centre established for display of steller show and local weather forecast for Farmers and Fishermen.
5. Midnapore College Centre for Scientific Culture for further scientific investigations.
6. Ex-Situ Medicinal Plants Garden
7. Animal House
8. Labs furnished with costly equipments and apparatus.
9. Language lab
10. Seminar Hall
11. Auditorium
12. Water plant installed by the Alumni

The Colleges has possessed five acres of land for the Second Campus and for academic extension in introducing new Diploma and Certificate Courses like Fishery and Agriculture. The proposal of digging a pond there has been submitted to the concerned authority.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

#### Sports Activities:

- Non-Residential Coaching is given to students in Cricket, Football, Athletics and Kho-Kho.
- Equipments are provided for each discipline in sports and extra curricular activity.
- The multi-gym in the College campus caters to the need of young students for regular exercises for keeping good health.
- The Annual Athletic Meet is done with every enthusiasm and spontaneity.
- The College has built a Mini Indoor Stadium under the aegis of the Department of Youth Services and Sport, Govt. of West Bengal.

#### Cultural Activities:

- The Cultural Section of the Students' Council organizes workshop to groom students in different cultural activities by inviting professionals from different branches.
- Certificates of excellence are distributed among students making mark in different items of cultural activities.
- The College through observance of the national festivals inculcates in the students the spirit of patriotism, teaches them the value of sacrifice and acquaints them with the heritage of our Nation.
- To explore the latent potentialities of students in diverse cultural events, Freshers' Welcome is organized by the departments.
- The existing Auditorium named "Vivekananda Hall" has been renovated under the aegis of RUSA with modern amenities like Acoustics and Cushion Chairs with accommodation of 700.

File Description	Documents
Geotagged pictures	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

70

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

229.92024

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 4.2 - Library as a Learning Resource

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

The Central Library of the College has renewed the subscription of LIBSYS for automation. The Students, Staff and Researchers have access to books, journals magazines CDs and DVDs. OPAC facility is also ensured through the link 103.211.22.42:8380/opac.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources**

**A. Any 4 or more of the above**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)**

**0.92**

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

**4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)**

**4.2.4.1 - Number of teachers and students using the library per day during the year**

**300**

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	No File Uploaded

### 4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

- To provide high speed Internet facility 5 MBPS Leased Line & 200 MBPS Broadband Connection with BSNL Network as per Dept. required.
- To provide Wi- Fi facility in the campus
- To extend the Local Area Network (LAN) to all blocks
- To Strengthen the Internet Security System in the Campus
- To purchase licenced software as per requisition of the department
- For quick response to maintenance some spare parts and accessories are kept in stock for urgent replacement.
- The College has approved IT policy for management of information security internal /external.
- Ready steps are taken on complaints lodged related to computer problems within 24 hours.
- Anti Virus Softwares are properly installed as measure of security and protection for each computer/ Laptop.
- For Server, there is the provision of high security password and special software is used.
- The Server room is equipped with security measures.
- The Software Provider and the concerned faculty members undertake maintenance measures, upgradation and service of Computer systems and printers, scanners.
- The Server Machines are upgraded and serviced regularly. UPS systems (Online UPS and Offline UPS) in various Department and Research Laboratories.
- Spare parts/ accessories are kept in stock for ready replacement.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
5401	429

File Description	Documents
Upload any additional information	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 750 Mbps

File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

#### 4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

B. Any three of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

229.92024

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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



The College does not have an Estate Office or any designated Officer for overseeing maintenance of everythings in the strictest sense of the term but a few senior teachers and some supporting staff under the able supervision of the Principal, do the needful in this regard. Gardener, Electrician, Plumber, Security Staff and Service Staff resemble 'The Maintenance Department' itself. The Building Committee Discipline Committee, Purchase Committee and Research Committee together look into the maintenance of buildings, class rooms and laboratories.

Campus initiatives to improve physical ambience.

- Grass Lawn before the Principal's Office bearing the name of the College.
- Planting of saplings and trees
- Seating areas built around the trees in the Campus
- Giant water plant and installation of water purifiers
- Instrumentation Maintenance Training for the staff
- Security Staff round the clock to take care of the infrastructure in the campus.
- Close circuit cameras ensure support in terms of security.
- Elevators and machines are constantly taken care of.
- Efficient electrician to maintain all electrical related works in the campus.
- Carpenter to upkeep furniture and repair them in time.
- Gardener for beautification and service staff to keep the campus clean.
- Adequate furniture are provided to departments for staff and students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

4188

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

115

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology**

B. Any 3 of the above

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

46

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)	<a href="#">View File</a>

**5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees**

**B. Any 3 of the above**

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

## **5.2 - Student Progression**

### **5.2.1 - Number of outgoing students who got placement during the year**

**58**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### **5.2.2 - Number of outgoing students progressing to higher education**

1022

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

#### 5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

103

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.3 - Student Participation and Activities

#### 5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

0

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Unlike previous years, the College from 2014 after being conferred Autonomous Status has the provision of Students' Council in place of Students' Union. The Students' Council is the only platform which acts as a link between the College administration and the students support service. Every year after the commencement of the classes in

the beginning of the academic session. Departments are asked to submit the list of two students from each class of UG and PG who are not only meritorious but also regular and culturally and aesthetically sound. A meeting is convened in which all these selected students from various Departments of UG & PG are invited. The student representatives are selected democratically and voluntarily according to their choice. They are placed in different Sections of the Students' Council.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

### 5.3.3 - Number of sports and cultural events / competitions organised by the institution

7

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	No File Uploaded
Upload any additional information	No File Uploaded

### 5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Midnapore College Alumni Association organised 19th Series of P.N. Ghosh Memorial Lecture through online mode on 29th January, 2021. The members displayed their expertise in the cultural programme "Bangla Moder Garbo" organised by Department of Information and Cultural Affairs, Paschim Medinipur, Govt. of West Bengal on 2nd January, 2021. They also published annual Magazine "MILITA" on 14th March 2021 on the occasion of 34th Annual Reunion. All six major buildings in the campus were coloured under the aegis of the Alumni on the eve of 150th year celebration amounting to 50 lakhs. Contributed also Rs. 12 lakhs for Praktanee Bhavan in College Premises to commemorate 150th Year Celebration of the College. An Alumnus Sri Chapal Bhattacharya has donated 50 books to the Central Library of the College. One Alumnus Sri Dinen Roy presently, MLA of State Govt. arranged for the installation of a High Mast Lighting

System in the College Campus. One Alumnus Dr. Annapurna Chattopadhyay, former Associate professor of History of Raja N.L. Khan Womens' College has willed to donate her own house to Midnapore College Authority to run a Research Centre in History.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

#### 5.4.2 - Alumni's financial contribution during the year

A. ? 15 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The College Authority tries utmost to make the most of the Committees formed as per Autonomous Guidelines i.e. the Academic Council and Governing Body and other Sub-Committees for effective governance in all activities of the College in tune with vision and mission of the Institution. In all activities of the College One of the chief mottos of the College is transparency both in academic and administration. Keeping this in view, the College promotes a culture of participative management. In every matter, all stakeholders unite, and through deliberate discussion decisions are taken in the best interest of the institution. The Principal functions through Academic Council, Teachers' Council, IQAC, Academic Audit Committee to plan, execute and evaluate for the College. The Students' Council comprising the student representatives of both UG and PG classes are actively associated with the day to day activities of the College beginning from admission to cultural competition and sports activities. At the Departmental level, Heads of the Departments are encouraged to hold periodical meetings with the faculty members to locate the problem and place them before the Principal in the meetings of all Heads which are convened regularly. The BOS of different departments also suggest and decide methodology for innovative teaching and evaluations after discussion with the



faculty of the Departments. Commitment of all stakeholders helps the institution to grow more and more. To educate the students with morality, nobility and magnanimity of soul removing all barriers to comprehensive education of good quality to serve society better. To open job oriented courses and introduce new subjects for the advancement of students towards globalization. Shifting from conventional curriculum to a more dynamic and learner-friendly system of curricular choices in response to social needs Enhancing the competence and skills of the learners towards achieving excellence. Seeking collaboration with institutions of Higher Learning of repute to enhance and update the quality of the Institution.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Decisions are being made in a decentralised way by taking the sincere and spontaneous support of the members of different Committees and Sub-Committees beginning from the Academic Council, the Finance Committee, the Controller Section, the IQAC and the Governing Body at the helm. The Research Centre is guided mostly by the Steering Committee and Ph.D. Committee and the Internal Research Committee of the College. The Grievance Redressal Cell, Anti Ragging Cell and the Internal Complaint Cell are keenly engaged in addressing the complaints received round the year. Members from NGOs also give their expertise in solving the problems raised in short duration as early as possible. The BOS of different Departments of UG and PG including the external members from the Parent University and the Meritorious Alumni contribute a lot twice a year for making panels of Paper Setters, Examiners, Scrutineers and Head Examiners for ESE (End Semester Examination). The Placement and Career Counselling Cell invite Industry and Companies for ensuring employment to the Students through Online and Offline Campusing. The Alumni Association is always closed to the College Administration and involves in diverse activities of the College and often provide sound pecuniary help for the prosperity of the College. Though there is no Student's Union, the Members of the Student's Council represent the Student Community and press their demands before the College Authority in a peaceful manner through amicable discussions

with the Principal, IQAC, and Senior Faculties of the College.

File Description	Documents
Upload strategic plan and deployment documents on the website	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The major policies of the College are set by the Governing Body of the College. Academic matters are decided by the Principal in consultation with the Academic Council, the IQAC, the statutory Bodies under Autonomy and all Heads of the Departments. The Examination Committee plans for the CIA (s) and ESE (s) as part of Evaluation System.

The College has an active Students' Council that gives feedback and acts as a link between demands of the students and the endeavour of the College authority to mitigate them.

As a premier Higher Education Institution of the State, the College makes quality as its fundamental ingredient by giving education through

- Continuous upgradation and revision of syllabus and teaching learning process.
- The IQAC is vigilant regarding Quality maintenance.
- All policies are recommended by the Academic Council. Corrective measures, if required, are taken by the College administration to maintain the academic and administrative health of the College.
- Continual satisfaction of the stakeholders through innovative practices
- Enrichment of knowledge potential in collaboration with Institutes of repute and Industry.
- Educating students to be men of morals, nobility and magnanimity for heralding better world with no barriers of social disparities and superstitions.
- The quality policy has been formulated in keeping with the



vision and mission of the College.

- The steps taken by different faculties in implementing the policies are reviewed by IQAC, internal G.B members and the Principal. Directives are given to the departments to do necessary changes in the strategies adopted.
- Provision of mentorship by faculty members to look into overall expectations of students, the primary stakeholder.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

#### Internal Quality Assurance Cell (IQAC)

The IQAC is the fulcrum of the major proposals of the College . Requisitions from different departments are accumulated there in consultaion with the Heads and Coordinators and are placed before the College Authority for consideration of the same after due discussion in different committees. The proposal of Introducingof new courses generally come through IQAC and are placed in the Academic Council and finally approved by the Governing Body. The IQACcomprises of the Principal, Co-Ordinator, Senior Faculty, External Members, distinguished alumniand other stakeholders. All academic, curricular, extra-curricular, extension and developmental activities come under the purview of the IQAC.The IQAC also helps to conduct SSS (Students Satisfaction Survey) annually Online and prepares a Report on it to be placed before the Principal. As a result the proficient teachers are encouraged and teachers with lapses and weaknesses are adomonished to improve through sincerity and diligence. The IQAC playes a significant role in procuring MoUs with agencies for new courses and other collaborations as per opportunity is available. The Placement Promotion Committee under IQAC also looks into the promotion benefits of Teacherincumbents under CAS.

#### College-level Committees

This 150 year old College has been working with honour and dignity

maintaining its rich academic heritage which has been made possible not only by the Commitment of its different stakeholders but also by the active role of the members of the diverse committees and sub-committees formed for smooth and effective activities of the College with the help of different internal committees dedicated to student development through academic, research, curricular, extracurricular, extension and outreach programs and activities conducted all through the academic year.

The Prime Committees are as follows:-

Planning Committee, Grievance Redressal Committee, Library Committee, Students Welfare Committee, Academic Audit Committee, Disciplinary Committee, Anti-Ragging Cell, Cell for prevention of Sexual Harassment, Equal Opportunity Cell, College Magazine Committee, Games & Sports Committee, Placement & Student Counseling Committee, Outreach Programme Committee, Cultural Committee, Seminar Committee, Ethical Committee, College Building Committee, UGC Fund Monitoring Committee, DST FIST Fund Monitoring Committee, Purchase Committee, Website & Networking Committee, NET/ SET Committee, RUSA Project Monitoring Committee, Committee of Vocational Courses, Science Exhibition Committee, Research Committee, N.C. Rana Sky Observation & Weather Recording, NIRF Committee, IAPT (Indian Association of Physics Teachers) Midnapore College CSC (Centre for Science Culture) Committee, Internal Complaint Committee, Women's Cell.

- The Internal Audit solely rests on the Finance Committee. Finance Committee comprising of Principal, Senior Faculty and the Finance Officer/ Bursar takes the overall responsibility of the allotment of several funds after getting justification from the departments. Utilization certificates and Audit Reports are sent to UGC promptly in due time.
- A Chartered Accountant conducts the audit work of the financial matter of the College annually.
- External Audit is conducted by the Auditor appointed by Higher Education Department, Govt. of West Bengal and also by the Accountant General.
- Infrastructural facilities of the departments have been provided.
- Seminar and workshops have been conducted for the Faculty.
- Teachers have been asked to be involved more and more in research activities.
- Meetings of Heads and IQAC have been convened to give incentive to faculty and encourage them to look into the changing needs of the students.
- Students and teachers are advised to make the most of the

library and all internet facilities.

- To bring transparency and publish result promptly, teachers are advised to be more diligent in their duty

Academic Council, Finance Committee, BOS, Parent University, IQAC and College Level Committees and Sub-Committees also work for effective functioning of different activities of the College.

Performance auditing of various departments is conducted by IQAC through submission of the Academic Audit Report by individual faculty and the Department as a whole. It is also done by Semester wise audit of the results of each department (UG/PG) in the meeting of the Heads of all Departments which is also placed in the meeting of Parent Teacher Association.

Moreover the performance auditing is done by the Govt. of West Bengal from time to time. The audit report is given to concerned Department and shortcomings are discussed and smoothly sorted out within due time.

The Staff members submit annually the self appraisal reports to the Principal. The Principal reviews these reports and decides the courses of action.

- Staff members are informed to improve their qualification by going for higher studies like M.Phil., Ph.D and Post Doctorate.
- IQAC organizes seminars and urges them to present papers and act as Resource Persons.
- Personal counseling is given by the Principal & HODs to improve their overall performance.
- The staff are persuaded to publish articles in Research Journals.
- Responsibilities are delegated to make the staff members involve themselves with College activities and look into changing needs of the students.
- The IQAC also looks into the promotional policies of Teaching Staff under CAS.

File Description	Documents
Paste link to Organogram on the institution webpage	Nil
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

### 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) Documen	<a href="#">View File</a>
Screen shots of user interfaces	No File Uploaded
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The College takes planned efforts to enhance the professional development of the Teaching and Non- Teaching Staff by encouraging them to attend various training and development programmes organized inside and outside the institution.

- Staff are granted D.L to attend skill based training programmes.
- Teachers are encouraged to attend Orientation Programmes and Refreshers Courses, Seminar and Conferences.
- Newly appointed teachers are oriented in the Teachers' Council Meeting.
- Steps are taken to create avenues of research and seed money is provided as far as practicable to develop research pursuits of faculties.
- The Non- teaching staff are trained by the training programmes conducted by the Govt. at District and State levels.
- Training programmes are also held for support staff of the

laboratory, library and office by the senior staff of the respective places.

- Computer training is given to all staff by the Department of Computer Science and B.C.A

Other provisions of welfare programmes for the teaching and non-teaching staff :

- Principal's Quarters
- Staff Quarters
- Financial Advance is given to newly appointed staff till the fixation is done after few months of service.
- Medical Aid Centre
- Staff Canteen
- Midnapore College Staff Co- operative Credit Society Ltd. for Housing Loan
- Maternity Leave for female staff members
- Family tour organized by Midnapore College Staff Co- operative Credit Society Ltd.
- Provision for GPF
- Festival Advance for Teaching and Non- Teaching Staff
- Emergency loans to tide over a particular crisis of illness or serious eventuality
- About 60 % of the Staff have availed the benefit of the above provisions made by the College in the last four years.
- The reputation of the College is its hallmark and it allures faculty to stick to this Institution of Heritage.
- The College is determined to create conducive academic atmosphere and work culture in the campus to attract and retain eminent faculty for a long period with good experience.
- Retired eminent staff members support the College, often with their non-remunerative service out of their emotional affinity to this institution.
- Students with good and satisfactory cut off marks populate the College with whom the learned teachers get opportunity to have effective interaction.
- Above all, the College Library which is the cynosure of all students and teachers ensures eminent teachers to pursue research work to their heart's content.
- The College, though situated in a rural town (Midnapore), is only 12 km away from, Kharagpur Railway Station.
- The college with its infrastructure try to retain eminent faculty by allowing them to do research works, present paper in the seminar, autonomy in furnishing the departments and providing college quarters.

- Ready sanction of leaves for personal domestic and other engagements of the staff.
- Encouragement is given to attending Refresher Course, OP, Seminars, Workshop etc.
- Creates avenues for Research of the Staff and provision of seed money is ensured for the same.
- Free access to Wi-Fi in the campus. provision of reading room, Staff Quarters, appointment of relatives on compassionate ground for the deceased staff.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

0

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)



7

File Description	Documents
Summary of the IQAC report	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

##### 6.4.1 - Institution conducts internal and external financial audits regularly

For transparency, the College goes for both Internal and External Audits every year for all financial activities. The Accountant with the Bursar and other Members of the Finance Committee having the Principal at the Head remain vigilant round the year regarding all financial transactions and deals. Sample checking of Cashbook and Bank Accounts, Bill Vouchers and UCs of different Grants received from UGC, State Government and other Financing Agencies are done to verify the correctness of the Financial Transactions. A Chartered Accountant and Auditor have been engaged for this. The guidelines of the Funding Agencies are taken into account. Also the Bursar as one of the Senior Faculties and the Prominent Member of the Finance Committee does his job earnestly as part of Internal Financial Audit for Transparency.

External Audit is done generally after the financial year is over. The external auditor appointed for the said purpose verify the purchase registered and the stock register and never fails to crosscheck the receipts and payments, the quotations and order papers on regular practice the Library Records and the accession register are verified.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

##### 6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The Chief source of revenue of the College is the Tuition Fee of the students, the prime stakeholder of the College. As a grant in Aid Institution, the salary grant is received from the State Government for the permanent Teaching and Non-Teaching staff. Apart from this, the College gets funds and research grants from funding agencies like RUSA, UGC (Autonomous Grant), DBT, DST etc. Financial Resource also is managed by the Admission Fees from students into 12 different Diploma and Certificate Courses. There are also provision of resource from Self-Financed Course like BCA. The endowments received from donors and the Financial support from the alumni also add to the annual resource. Every year budget is prepared taking into consideration requirements of each department, office and various committees. Budget is presented before parent society and approved by same. Utilization of budgeted amount is closely monitored. Special permission is required for non-budgeted expenditure. E-Tenders are quoted as per guidelines of purchase rules and the lowest bidder is picked up through comparative study for providing the desired items/ objects/ instruments as per requisition of different departments. All rules of purchase and financial rules are strictly adhered to in the physical presence of the Principal and under his direct supervision to avoid anomaly and maintain transparency. The Convenor of the Building Committee in consultation with the fellow members has been authorised to look into the infrastructural developments in the mother campus and newly possessed second campus of the College. A well defined Budget is prepared by the Finance Committee of which the Finance Officer of the Parent University is an Hon'ble Member. The Budget is approved after threadbare discussion by the Governing Body. The Principal is always alert for the maximum utilization of the funds allocated in different Heads and UC of the same is placed in due time. Prompt monitoring on the proper use of funds and timely financial audit help the Institution to have a clear vision of the works done and the way for future expenses in the succeeding year.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The IQAC as the think tank of the Institution has contributed significantly for Institutional Quality Assurance in the following fields:- Providing proposal to the College Authority for ensuring oxygen cylinders to different stakeholders who became victims to COVID-19 Pandemic via active support of NCC and NSS of the College. Organised a Special Lecture on the topic :- The Role of Media and Technical Communication in Business : An Overview in which the Resource Person was Dr. Pinly Isha, Department of English, Rabindra Bharati University. Urging the Teaching Faculty to create the demo classes on Practical Subjects and make modules for wide application during pandemic. Taking initiative for making a MoU with agency for e-waste management as per recommendation of Hon'ble members of the NAAC Peer Team. Urging the College Authority to introduce M.Sc. in Microbiology and MCA and Diploma Courses like Fishery, Sericulture, Agriculture and one or two Foreign Languages in collaboration with the IIT, Kharagpur. IQAC has formed a committee to prepare for submitting the proposal for the CE Status of the College. The Departments of Bio-Science have been asked to submit a proposal to avail DBT Star College. As the College is going to be re-accredited by NAAC for the 4th Cycle, the departments have been asked under the supervision of IQAC, to prepare the Departmental Profiles and upgrade the department in every regard.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The IQAC is ever vigilant on the Academic Activities of the College and is inclined on retaining the age old reach academic heritage of the College now going to complete 150 years of its meaningful existence. The IQAC has been formed as per the guidelines comprising members from different fields and stakeholders to give right direction for its proper functioning. IQAC sits with the academic audit committee in quick succession and gets feedback regarding the completion of the syllabus, student participation in seminars, publication of results of each semester in time and the evaluation. Syllabus revisions are done in due interval urging the heads and Heads and coordinators to form the syllabus committee and follow the guidelines of UGC and the State Government. The BOSSs of different department look into pros and cons of the contents of the syllabus and recommend for placing them in the succeeding meeting in the Academic Council for consideration. The CIA and ESE are conducted in time as per Academic Calendar and the Student Representatives of the Students Council are consulted with if there are grievances regarding the Anomalies in Exam Procedures or delay of results.

The Faculties are asked and encouraged for active participation in research and go for Post Doctoral Studies. They are also asked to make modules and Practical Demos for wide circulation among students at a crucial period of COVID-19 Pandemic.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)**

**A. Any 4 or all of the above**

File Description	Documents
Paste the web link of annual reports of the Institution	Nil
Upload e-copies of accreditations and certification	<a href="#">View File</a>
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

The Institution apart from its academic activities, associates itself with several programmes for the promotion of Gender Equity by the initiative taken by the Women's Cell and the Equal Opportunity Cell. About 55% of the total strength of the College are Girl Students which keeps the College Authority always conscious of their needs and requirements. The Girls' Section of the Students' Council headed by three Senior Female Faculties remain vigilant throughout the year and try their utmost to address their problems and do the needful for their body and mind. Seats in the Girls' Hostel have been increased for the boarders coming from far-off places. Care is been taken for their overall hygiene. An updated lavatory has been made for them in the main campus. NSS took the initiative to organise National Webnir on "Mind, Body ; Exercise and Lifestyle Management in changing Environment" in collaboration with the department of Yoga on the occasion of the International Yoga Day. The Department of Nutrition had been advised by the College authority to organize a programme to make the Female Students of the College aware of the fact that proper food be ensured by them for keeping good hygiene specially during the menstrual period. The programme was a thumping success. Workshops on Gender Equity could not however be organised by the Women's Cell (which usually are done) because of the COVID-19 Pandemic constraints. The Department of Nutrition in the Science Exhibition demonstrated to the Female Students of the College and the neighbouring Schools the importance of Nutrition in health of the Girl Children and claimed the First Prize.

- Though not a gender audit proper, the College keeps records of

gender ratio for All India Survey and other required data.

- The College as per Office data has 38.70% female students & 61.30 % Male students on an average in last four years.
- Among the Staff 15 % are female and 85 % are male.
- As per students' feedback, the facilities for female students in campus and Hostel are satisfactory. Anti-Ragging Cell and Grievance Redressal Cell work towards promoting and maintaining a gender equal campus.
- Women representatives are accommodated in several bodies and sub-committees to keep gender balance.
- Lady staff members feel comfortable and cordial at the workplace in all respects.
- The College has a vibrant campus of the relative strengths of both male and female staff.
- The College is committed to freedom, safety and security of the female staff and student.
- The IQAC organizes seminar on Protection and Safety of Women.
- Week long Self Defense Programme was organized to train the female students and staff in Karate and other life-saving skills.
- Retiring Room and separate washroom provide conducive environment to the women staff.
- NSS organizes Seminars on freedom, quality and justice for women by inviting learned lawyers as resource persons for legal advice.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

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

**B. Any 3 of the above**

File Description	Documents
Geotagged Photographs	No File Uploaded
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 a maximum of 200 words)

Midnapore College (Autonomous) situated in the heart of the town Midnapore has an eco-friendly Campus covering about 15.21 acres of land covered with a whole host of tall trees along with other ornamental plants and big beds of green grass that appear like a scenic labyrinth appeasing both the visitors and the inmates of the College. The din and bustle of the town hardly hamper the tranquility of the premises. The pastoral and idyllic set up of the College is not only aesthetic but also refreshing and regenerating with an atmosphere which is cosy and airy. The College authority tries best to ensure a Green Campus by making it 'Litter Free', installing 'solar Lamps' and urging all concerned to follow the Principles of 'Reduce, Reuse and Recycle'.

To keep the Campus Environment congenial, several steps are taken. Waste management is being done as it is very important reduces the toxic impacts on the campus environment. Organic biodegradable waste including canteen waste and the leaves of the plants in the campus are processed by in a composting unit installed in the Campus. The food wastage of the Boys' and Girls' Hostel are also processed on regular basis in this unit.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geotagged photographs of the facilities	<a href="#">View File</a>
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**

**D. Any 1 of the above**

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

### 7.1.5 - Green campus initiatives include

<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b> <ol style="list-style-type: none"> <li>1. Restricted entry of automobiles</li> <li>2. Use of bicycles/ Battery-powered vehicles</li> <li>3. Pedestrian-friendly pathways</li> <li>4. Ban on use of plastic</li> <li>5. Landscaping</li> </ol>	A. Any 4 or All of the above
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File Description	Documents
Geotagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

### 7.1.6 - Quality audits on environment and energy undertaken by the institution

<b>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</b> <ol style="list-style-type: none"> <li>1. Green audit</li> <li>2. Energy audit</li> <li>3. Environment audit</li> <li>4. Clean and green campus recognitions/awards</li> <li>5. Beyond the campus environmental promotional activities</li> </ol>	A. Any 4 or all of the above
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.**

**A. Any 4 or all of the above**

File Description	Documents
Geotagged photographs / videos of facilities	No File Uploaded
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing 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, socio-economic and other diversities (within a maximum of 200 words).**

**The College being located in a rural town gives the access to students from catchment areas from neighbouring districts and states resulting in a wide variety of language and demographic diversity. Moreover the Students are coming from different socio economics backgrounds. Keeping this in view, the College authority makes attempts to create communal harmony to the true spirit of secularism of the country. Students hailing from farmers, labourers and house**

keepers never feel alien and cornered in the campus. The mix freely with the students coming from the families of physicians, brokers and business persons. On the very day of Induction Meeting just before the commencement of the classes, the spirit of secularism and feeling of fraternity, fellow feeling and solidarity is administered into the minds of the new entrants by the Principal and the prospectus provided to them also carry the do's and don'ts for the Students with more emphasis on the ethics of the Students and the making of a man out of true education. A Language Laboratory is running to cater to addressing the Language Diversity. The Software is designed to familiarise the students for Spoken and Communicative English in which the Students are participating spontaneously and are benefitted a lot. The Teacher Mentors look into the problems of the mentees, specially those coming from far off places and keep them always under their direct supervision. B.D. Banerjee Scholarship and other endowment scholarships are made available to the students belonging to weaker economics section. The College authority seeks direct involvement of the Heads and Coordinators of different departments in selection of the above students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>

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

This 150 year old College has learnt lots from its previous arduous academic journey that an Institution can grow with the zealous commitment of all its stakeholders. The priority has always been given to maintain a democratic spirit to the tune of the very spirit of the Country for bringing overwhelming success. Participation of all concerned is always cherished. On the very first day just before the commencement of the Class in every academic session, an Induction Meeting is convened to address the new entrants of UG and PG in presence of the Principal, The Morning-in-Charge (in our concept the Vice-Principal), Heads and Coordinators, the Head Clerk, the Librarian, the Controller and Deputy Controllers and the Local Members of Academic Council and Governing Body. The Principal cordially welcomes the freshers and make them acquainted with the course structure, exam rules and most specifically the rules and guidelines for the Students and their moral part. Emphasis is also



given to make them ideal citizens by citing examples from the past and achievements of the accomplished alumni. The great sacrifice of the Student Martyrs during the freedom struggle is repeatedly referred to and they are reminded how the College was then the breeding ground of Freedom Fighters. The Syllabi of the Post-Graduation in Humanities have been designed keeping in view the Constitutional Values of Human Rights. The Syllabi of Under-Graduate Courses also accommodate portions on topics related to democracy and Environmental Science to make students familiar with these concepts. In major Programmes like the College Foundation Day, the Convocation Ceremony etc. the National Anthem is chanted with all sincerity and sacredness. The Seminars are organised on National Days by NSS to inculcate in the minds of the Students the spirit of patriotism. Prevention of Sexual Harassment Cell, Anti-Ragging Cell, Internal Complaint Cell etc. are working competently to address the issues cropping up. The names and contact numbers of the members of the bodies have been displayed in the College Campus for ready reference.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized**

**E. None of the above**

File Description	Documents
Code of Ethics - policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, 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

To inculcate in the minds of the Students a feeling of togetherness and the spirit of one sentiment as citizens of one country and to foster in them the spirit of nationalism, patriotism, secularism and humanism, a good number of National events are commemorative every academic session along with some International Commemorative days that include the following: Gandhi Jayanti, Vivekananda Birthday, Birthday of Netaji, Republic Day, Dr. Ambedkar Jayanti, Eid-Ul-Fitr, Rabindra Jayanti, Independence Day, World Women's Day, World Environment Day, Teacher's Day, Unity Day, Yoga Day. The Principal and the Faculties act as resource persons for the major events with their skill and knowledge and deliver lectures.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

**Best Practice: I**

### 1. Title of the Practice

## Midnapore College Centre for Scientific Culture

### 2. Objectives of the Practice

To cater to the needs and requirements of the students having scientific bent of mind and with cravings for knowledge and understanding of the basic principles of Science, Midnapore College has taken initiative to run this Centre. In the locality, it is deemed as a 'Public Laboratory' which is open to those who are not educated in conventional educational system. The Department of Physics involves the students of our College and of other Colleges of the district to perform innovative experiments. Local Higher Secondary Schools are benefitted a lot by depending on this Centre for their day to day academic needs.

### 3. The Context

The goal of the Indian Association of Physics (IAPT) to inculcate scientific outlook among the common mass gave the stimulus to open the Centre. The Executive Council of IAPT proposed to establish it in the year 1993 which is running successfully till date. The common people alien to the wonders of the world of Science are convinced to create Science Culture. Success comes not through pedagogic theoretical lessons but through experimental works and exhibitions. School students are groomed to be budding Scientists through demonstration of experiments. College Students of both UG & PG find opportunity for fresh experiments which they learn from their teachers in laboratory situations.

### 4. The Practice

The Centre has its regular weekly programmes on Saturdays and Sundays to allow the stakeholders, particularly students and teachers to avail the opportunity in the Centre. The Centre does not impose tasks on the students rather they try experiments and undertake project experiment of their own choice. The Centre conducts Outreach Programmes in the Secondary and Higher Secondary Schools in the remote areas and teachers of the College are involved to give their expertise as far as practicable. Some UG and PG students demonstrate optical experiments on behalf of the Centre before a host of present College students to initiate and induce them to the Science behind miracles. Summer School Programmes are organized in which students and Physics teachers of different schools participate. This Centre as storehouse of experiments observes National Science Day every year in a befitting manner and seminars and workshops are organized inviting erudite resource

persons from various colleges.

## 5. Evidence of Success

The activities of the Centre are of immense use and most profitable for the final year physics Honours students of the College. The experiments done by the College students are used in the Summer Workshops organized by IAPI. Outreach Programmes organized under the stewardship of the convener and collaboration of Colleagues in remote schools have created science awareness among the students at Secondary and Higher secondary level which give them stimulus to pursue degree course in Science in college of their choice. Apart from the students' benefit this Centre also caters to the need of the local people. Programmes organized in rural belts instil in people scientific awareness to eradicate prejudices and superstitions.

## 6. Problems Encountered and Resources Required

The Centre is running, since its inception, through a lot of constraints both infrastructural and financial. It is situated in the building adjacent to the College but the space needed for keeping the instruments and running the experiments is limited. IAPT provides fund to equip the Centre with instruments. Midnapore College and D.S.T, Govt of West Bengal also give financial aid to the Centre. But in view of increasing demand of the Centre among the students of our College and other local academic institutions coupled with the interest of the common man of the locality, the Centre needs more instruments and better accommodation of them for free experiment and participation.

The former teachers of the department of Physics of the College give their unalloyed and voluntary service which strengthens the activities of this Centre. Teachers of the College and neighbouring schools who are also the alumni of our institution take utmost care of the Centre and push it through thick and thin.

## Best Practice-II

### 1. Title of the Practice

#### Participative Management

### 1. Objectives of the Practice

144 years old Midnapore College, since its inception in the pre-

independent India, has been constantly trying to find out solution to all problems that the College faces on the way through a positive approach and a democratic way. True to the spirit and ideology of the pioneers of the institution, this premier Higher Education Institution redresses all problems and issues by involving all the stakeholders

For smooth administration of the College, the Principal gives equal importance to the counsels, suggestions and advice of the teaching and non-teaching staff, alumni, students and the local well-wishers. In spite of all these University Statutes, Government Orders and other rules of the West Bengal Government serve as guide to the administration of the College. The basic objective is to achieve College's academic excellence and execute best practices in social life and for this College authority invites from time to time suggestions of the stakeholders.

### 1. The Context

At a time when almost all Higher Educational Institutions of the country witness student unrest, Political intervention and other obstacles that kill Campus peace and serenity and hinder academic health of those institutions, Midnapore College, situated in a rural town has been insisting regularly on fostering of participative management and cumulative decision.

### 1. The Practice

The College now under Autonomous system from the year 2014 follows strictly the UGC rules by convening Governing Body and Academic Council meetings regularly for taking decisions primarily. The Principal being the Head of the Institution convenes periodical meetings in which Heads of different departments of UG and PG share their views in making major academic decisions. The College adopts the strategy of conducting meeting of Parent- Teachers' Association, Alumni Association, Students' Council and several Sub- committees on regular basis to overcome all problems by taking their suggestions. The Student's Council comprises student members of all departments having highest score and percentage of attendance. They take part in all stirring activities of the College i.e. the celebration of the college Foundation Day, Annual Athletic Meet, Cultural Competitions, Annual Fest "Anandam" Student Seminars, Publication of College literary magazine 'Prangan' with the aid and advice of the section-in- charges.

### 1. Evidence of Success



The commitment of all the stakeholders has helped the Institution to grow from strength to strength in the absence of long and lingering disputes. The Principal not being authoritative but being probative and democratic welcomes all grievances of all stakeholders, particularly of the students via email and offers smart redressal by placing the grudges and grunts in the Grievance Redressal Cell to find out effective way out. Sagacious and judicious suggestions of the fittest persons are taken into consideration above any partisan feeling. It is in tune with the spirit - 'Unite, the enemies are easily won'.

### 1. Problems Encountered and Resources Required

It is not that in any institution birds of a feather flock together. Sometimes congruity and unanimity over an issue of the College are not feasible as persons like doctors differ and from the Principal to the peon cannot be of one opinion on a problem. But it is the heritage of the College that does the magic and all discords evaporate through persuasive talks. The College, in its long history, has never seen the perils of sine die or any great jolt in its day to day academic journey and has never disrupted lessons.

Under the Autonomous System, in the absence of the Students' Union, the Students' Council often inadvertently becomes defunct because of pressure of study and the stringent syllabus of Semester system. Sometimes these career conscious Students of UG & PG abscond meetings of the Students Council to keep pace with the huge corpus of syllabus to fare well in exam but the College authority takes initiatives to encourage them by allowing bonus attendance for such meetings and persuade them to develop leadership quality in them.

Additional information regarding innovations & Best Practices which the College likes to include.

- Astro-Physics Studies through Midnapore College N.C. Rana Sky Observation Center.
- i) P.N. Ghosh Memorial Lecture series (14th Series)

#### ii) B.D. Banerjee Memorial Lecture Series (2nd Series)

- Midnapore College Meteorological Center and publication of Rain calendar to help miners, cultivators and Fishermen of the Sea-coast of Digha.
- Induction Meeting for the entrants of UG and PG and Outreach Programmes.
- To urge the Progenitors to articulate a pledge for the

posterity.

- Field studies on various issues
- Ex-situ herbal and medicinal plants garden
- Animal house
- Exhibitional and Educational Audio- Visual Shows beyond class hours
- Special Lectures
- Add on Compulsory Courses on Communicative English and Computer Fundamentals.
- Open house discussion on Academic and Administrative affairs.
- Midnapore College Centre for Scientific Culture for further Lab Experiments of Physics Teachers and Students.
- Central Research Centre in the College proposed to be set up.
- Publication of Journals initiated.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Since its inception in 1873 to 2022, Midnapore College has undertaken an arduous academic journey of 150 years through ebbs and flows of time- the voyage is valorous, admirable and is stunning for it keeps all awestruck and thrilled. After dark tunnel gleams a shaft of light as the College has risen to the occasion and has met the national needs of Higher Education for all these years. Yet it knows no halt and break.

Once a Private School in 1834 and then a Zilla School in 1840, this Institution never looked back. It learnt to keep pace with the passage of time and gained momentum by becoming a Degree College in 1873 under Calcutta University. The Status of Government Sponsored College was achieved in 1956. It got UGC recognition in 1957 and its affiliation changed from Calcutta University to Vidyasagar University in 1985. The Institution at present is an icon to itself and is a dream College many Academic aspirants. A host of sagacious teachers, proficient both in teaching and research, diligent and



knowledge ebullient students, committed and dedicated non-teaching staff, immaculate infrastructure, uniquely furnished Central Library and Laboratory, several academic opportunities, coupled with adequate support services have proved positive in winning such overwhelming success. The College Campus has a charisma of its own and has a rhythm. The Students bring laurels to their alma mater and the accomplished alumni are strewn all over the world. The bricks of the buildings even breathe the song of their success.

The NC Rana Sky Observation Centre publishes a rain calendar annually for which the local farmers and the sea-goers in the neighbouring coastal area are benefitted.

The Midnapore College Centre for Scientific Research under the aegis of Indian Association of Physics Teachers (IAPT) located in the College Campus is the only surviving Centre now in the entire Country out of four, is inclined on giving knowledge of hand on experiments to students of neighbouring schools at low cost to create interest in them for basic sciences and groom the budding scientists.

File Description	Documents
Appropriate link in the institutional website	Nil
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

Proposal to convert this Autonomous Institution to a Deemed to be University. Infrastructure in the newly possessed Second Campus. Introduction of BBA and MBA. A Parallel Institution at the Border between West Bengal and Odisha. Proposal for attaining CE Status. Introduction of College Students' Concert. Extension of Research Activities in History in the house donated by an Alumnus. Upgradation of the existing Museum. Preservation of rare books. Providing Coaching for Civil Service and other National Level Competitive Examinations. Encourage Project Work on the local issues. Making MoUs and ensure opportunity for more employability of students of this Institution. To raise a corpus fund and convince wellwishers to contribute endowment sum for more scholarships to students.