



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution		Mugberia Gangadhar Mahavidyalay
• Name of the Head of the institution		Prof (Dr.) Swapan Kumar Misra
• Designation		Principal
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		03220270236 / 9002275816
• Mobile no		9002275816
• Registered e-mail		mugberia_college@rediffmail.com
• Alternate e-mail		mugberia_college@mail.vidyasagar.ac.in
• Address		Mugberia Gangadhar Mahavidyalaya, Bhupatinagar, Purba Mednipur
• City/Town		Contai
• State/UT		West Bengal
• Pin Code		721425
2.Institutional status		
• Affiliated /Constituent		Affiliated
• Type of Institution		Co-education
• Location		Rural

• Financial Status	UGC 2f and 12(B)																												
• Name of the Affiliating University	Vidyasagr University																												
• Name of the IQAC Coordinator	Dr Prasenjit Ghosh																												
• Phone No.	9434417849																												
• Alternate phone No.	9434611354																												
• Mobile	9434417849																												
• IQAC e-mail address	mugberiacollege.iqac@gmail.com																												
• Alternate Email address	mugberia_college@rediffmail.com																												
3.Website address (Web link of the AQAR (Previous Academic Year))	https://mugberiagangadharmahavidyalaya.ac.in																												
4.Whether Academic Calendar prepared during the year?	Yes																												
• if yes, whether it is uploaded in the Institutional website Web link:	http://mugberiagangadharmahavidyalaya.ac.in/academic_calendar.php																												
5.Accreditation Details																													
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 3</td> <td>B+</td> <td>2.71</td> <td>2019</td> <td>01/04/2019</td> <td>31/03/2024</td> </tr> <tr> <td>Cycle 2</td> <td>B</td> <td>2.62</td> <td>2013</td> <td>25/10/2013</td> <td>24/10/2018</td> </tr> <tr> <td>Cycle 1</td> <td>B</td> <td>70.0</td> <td>2007</td> <td>31/03/2007</td> <td>30/03/2012</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 3	B+	2.71	2019	01/04/2019	31/03/2024	Cycle 2	B	2.62	2013	25/10/2013	24/10/2018	Cycle 1	B	70.0	2007	31/03/2007	30/03/2012
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to																								
Cycle 3	B+	2.71	2019	01/04/2019	31/03/2024																								
Cycle 2	B	2.62	2013	25/10/2013	24/10/2018																								
Cycle 1	B	70.0	2007	31/03/2007	30/03/2012																								
6.Date of Establishment of IQAC	20/09/2007																												
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,																													

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dept of Chemistry, Mathematics & Zoology	DBT Start college Strengthening Scheme	DBT, Govt of India	2020 with three years	10.48 lakh
Dept of chemistry	CTEP	DBT, Govt of India	25 February 2022	0.16 lakh
Dr. Kalipada Maity	R & D Project	DSTBT, Govt of West Bengal	2019 with three years	2.31400 lakh
Dr. Bidhan Chandra Samanta	R & D Project	DSTBT, Govt of West Bengal	2019 with three years	0.37 lakh
Dr. Apurba Giri	R & D Project	DSTBT, Govt of West Bengal	2019 with three years	0.65 lakh
Mugberia Gangadhar Mahavidyalaya	SAP	MGNCRE, Govt of India	22 July 2021	0.05 lakh
IIC of Mugberia Gangadhar Mahavidyalaya	Impact Lecture Phase II	Ministry of Education, Govt of India	23 Feb 2022	0.12 lakh
dept of Food Processing, Tourism & Hotel Management	B.Voc	UGC, Govt of India	22 March 2022	14.92580 lakh

8. Whether composition of IQAC as per latest NAAC guidelines	Yes	
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9.No. of IQAC meetings held during the year	6	

<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
Two Days Workshop on "Benchmarking Key Performance Indicators(KPI): Latext Parameters of NAAC SSR for Accreditation" organized by NAAC and IQAC in collaboration with Khejuri College dated 10th and 11th August 2022		
A state level seminars(Faculty Development Programme) on CAS, NAAC , An Effective Teacher in Higher Education for 21st Century & Intellectual Property Right organised by DBT of the college in collaboration with IQAC , dated 22.06.2022 to 25.06.2022		
Preparation for data collection, verification and meeting regarding Green, Environmental and Energy Audit for 2021-22 has been done during 1st April to 27 June 2022.		
One Day State Level Workshop on "Benchmarking Key Performance Indicators(KPI): New Parameters of NAAC and AQAR for Accreditation" organized by NAAC and IQAC in collaboration with Khejuri College dated 16th August 2022		
A resolution has been done in IQAC meeting on March 2022 for opening various certificate courses by each department for running student of the college and a list of feedback forms has been revised and finalized in the said meeting to collect feedback from student, Alumni, parents and Employer in offline mode.		
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
The IQAC has proposed planning guidance on various activities of the DBT Star College Scheme recipient departments namely Mathematics, Chemistry and Zoology to obtain 2nd instalment of the grant.	The college has obtained the 2nd installment of Rs. 10.48 lakh from the Ministry of Science and Technology in this academic session. (28.10.2021)
IQAC has initiated plan to increase a number of 30 hrs certificate courses on various skill based subjects in order to strengthen skill development of the students. It is also intended to run 26 certificate courses , Add on Courses , Short term courses and to execute the same, IQAC has sent letters to all departments so that they can take necessary steps to start the courses.	Apart from previous nine (09) certificate courses, departments of Mathematics, Physical Education, Commerce and Political Science had offered 30 hrs certificate courses for the running session.
In order to keep the students within the institutional teaching learning process, the institute has decided to strictly follow 75% attendance of the students.	In rural and backward colleges the number of absentee has been increasing day by day particularly after the Covid-19 Pandemic. Therefore to retain the satisfactory number of students in the college hour, 75% attendance has been fixed as mandatory and implemented accordingly.
In order to meet the demands for more books by the students in the central library, IQAC has proposed to Governing Body for extension of library building.	In the last few years large influx of students into UG and PG courses has been witnessed by the institution. Therefore an average demand per book has been increased. As per proposal of the IQAC, the Governing Body has sanctioned and the construction work began.
IQAC has suggested for book purchase for Central Library	At the beginning of the fiscal year, departments were asked to

	submit their demand list to the Librarians and Rs. 3,25,401 were spent to purchase books in this fiscal year
The IQAC constantly monitoring the work done by the Institutional Innovation Council (IIC). IQAC entrusted IIC to develop more innovative idea generation activities, IPR and entrepreneurship support.	The Institutional Innovation Council (IIC) to a great extent achieved satisfactory success by providing new impetus in its yearlong activities. Some of the achievements of the session 2021-22 are given underneath 1) Organized Impact lecture Scheme -Phase-1, Two lecture in session-1 and Two lectures in Session-2) funded by the MIC, Institutional Innovation Council, Govt. of India held on September and October 2021 on virtual platform. 2) Got 3.5/5 Star rating for year wise performance of the Institutional Innovation council. (Star Creative Appreciation) 3) Best Poster award at the Regional Meet held at Gurunanak Institute of Technology , Kolkata
To foster the academic activities amid Covid-19 lockdown, the IQAC has facilitated webinars and other programmes on virtual Platform despite of confined to our homes.	Nearly 67 programmes along with webinars have been organized by the college on Zoom and Google Meet platform.
To strengthen student supports towards NET, GATE, JAM, TET, WBCS, IAS, IQAC has taken plan to extend support to various departments.	The departments of Nutrition, Physical Education, Mathematics, and Chemistry have already been started taking classes on blended mode. Books on competitive exams have been procured and as a result more than 25 students of this academic session have been qualified in different competitive examinations.

IQAC has proposed to do Departmental Audit in its meeting.	The IQAC has started departmental audit on monthly basis. It encourages departments to self inspect of their educational quality processes. It also helps the department to look into its strength and weaknesses. IQAC has provided teachers diary to each department for their daily task.
Feedbacks are considered as the backbone of an academic institute. To render its best to the college, IQAC has proposed modification and collection of feedback forms regularly.	Feedback forms were modified, distributed and collected for the session 2021-22.
Academic reform is necessary for both the students and the teacher. Keeping in mind of the fact, Internal assessment and innovative student centric programmes has been proposed by the IQAC for effective teaching learning according to NEP-2020.	Surprised class test, PPT, assignment solve, quizzing, wall magazine, elocutions, recitations etc are now being a part and parcel of the academic Endeavour.
IQAC proposed to organize workshops on latest parameters of NAAC SSR & AQAR for accreditation.	1. Two day's Workshop on Benchmarking Key Performance Indicators (KPI) Latest parameters of NAAC SSR for Accreditation" was held on 10-12 August 2022. 2. One day State Level Workshop on " Benchmarking Key performance Indicators (KPI), New parameters of NAAC SSR and AQAR for Accreditation was held on 16th August 2022
To encourage the CAS aspirants, the IQAC has taken plan to provide expertise to teachers. Regarding FDP/FIP during Covid-19 lockdown, teachers are encouraged to apply for a online course.	1. 4 teachers have successfully appeared for CAS and they have upgraded to senior scale according to Govt. order. 2. There are 09 FIP (Orientation Programme), 08 FDP (refresher Course), 03 Short term Courses

To promote academic extension work, IQAC has taken a plan to make MOU's with nearby General Degree colleges as well as National Industry body/Corporate House	1. MOU done with General Degree College -06 2. MOU done with Industry body - 10
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body of the college	10/02/2023
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2022	18/05/2022
15. Multidisciplinary / interdisciplinary	
<p>A distinctive feature of Mugberia Gangadhar Mahavidyalya is the sustained effort of its IQAC towards curriculum enrichment through interdisciplinary and multidisciplinary activities as they provide a social context and perspective to the teaching-learning process and an opportunity to broaden the knowledge gained from regular curricular activities.</p> <p>Recognizing the future paradigm shift of higher education towards a multidisciplinary model, as envisaged in the new education policy of the government, this endeavor of the IQAC reflects foresight and prepares the institution for seamlessly adopting the new policy, when implemented.</p> <p>Our college has always strived for a multidisciplinary approach in its academic as well as co-curricular activities. Students are encouraged to undergo student projects in the Multidisciplinary/ Interdisciplinary mode by formulating teams from different courses. This is specifically done for Environmental Studies.</p> <p>The following interdisciplinary and multidisciplinary activities were organized in the session 2021-2022.</p>	

One certificate course for under graduate students has been introduced.

71 Seminar/ Lecture /Webinar/Poster presentation/ Quizzes on interdisciplinary topics, delivered both by college faculty and invited speakers . These lectures provide a unique opportunity to the students to realise the importance of the interdisciplinary approach in academics in solving issues of national and global importance. Lectures Cyber security/Entrepreneurship / socio-economic impact / Biogeochemistry/ gender issues/ environmental awareness, sustainable development and many other relevant topics are held all the year round.

Multicultural Student Composition

The institution takes pride in its multicultural student composition which adds vibrancy to its ambience. In keeping with its vision, the spirit of inclusiveness is evident in all college activities. Welfare schemes are extended to all students regardless of ethnic and economic background.

16.Academic bank of credits (ABC):

Academic Bank of Credits (ABC) is a virtual/digital storehouse that contains the information of the credits earned by individual students throughout their learning journey.As we are an affiliated college under Vidyasagar University, this has to be decided by the affiliating university.

17.Skill development:

Our College offers M. Voc in Food Technology, Nutrition & Management, B.Voc in Food Processing, B.Voc in Tourism & Hotel Management, Diploma in Tourism & Hotel Management, Diploma in Computer application & IT and Diploma in Soil Management by Vermi Composting.

In addition, the UGC sponsored certificate course in Communicative English, Yoga Therapy, Business Management, Income Tax Prac, Human Right Education.

Moreover the Institution have introduced two certificate courses in Vermi Composting and "Skill Development Course for Scientific Documentation using Latex".

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

Indian Knowledge system will include knowledge from ancient India to modern India and a clear sense of India's future aspirations about education, health and environment. We are presently carrying out our teaching-learning system in Bengali and English. Sanskrit, a repository of ancient Indian knowledge and wisdom, is offered as a subject in the Honours and General courses at the undergraduate level.

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

We have well-defined Programme Outcomes (PO), Programme Educational outcomes (PEO) and Course Outcomes (CO) on our website and in prominent places in the departments. Teachers are well oriented at the beginning of the academic session regarding these outcomes by the Academic Committee and IQAC.

20.Distance education/online education:

Institute has successfully imparted all its courses' content delivery in online mode using social media to communicate with the students, departmental whatapps Group, online classes using Google meet, LMS, e-library like OPAC, etc. during the Pandemic (COVID-19) and also conducted online examinations successfully.

Extended Profile

1.Programme

1.1	826
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File

2.Student

2.1	2698
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2	880

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	772
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	119
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	125
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	66
Total number of Classrooms and Seminar halls	
4.2	188.94
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	156
Total number of computers on campus for academic purposes	

Part B**CURRICULAR ASPECTS**

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution ensures effective curriculum delivery through a well planned and documented process using several types of modern teaching activities. The College adopted the curriculum framed by the Vidyasagar University. The Annual Academic Calendar is prepared to ensure effective teaching learning process. Due to COVID'19 pandemic, the modification has been done in teaching learning process in the month of October 2021 as the Blended mode instead of online classes. After meeting of the Academic sub committee, the meeting is held in each department to discuss about syllabus distribution etc. The routine committee draws a routine for academic activities. The departments strive for effective curriculum delivery through beginning with induction programme. Faculty members take care to complete the syllabus in time by using the Teachers' Diary. Internal Assessment, Tutorials/projects, are also take importance. To extend guidance to the students the college initiates the Mentor Mentee programme by each department. The students join to experiential learning like visits to important laboratory, Industry. The college is well equipped with smart class rooms, various software, Language Lab which are used by teachers in day to day teaching. Group discussions, quizzes and seminars. Publication of Wall Magazine in each department is a extra effort to curriculum delivery.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.mugberiagangadharmahavidyalaya.ac.in/images/Academic_Calender/1678362446Academic%20Calendar%202021-22.pdf

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

Before the commencement of each semester, The College notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester. All Departments follows the calendar issued by the College strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). Syllabus coverage for each CIE is decided well in advance. Internal Assessment tests (IA), assignments,

quizzes, and seminars are part of the Continuous Internal Evaluation (CIE) of students. The Faculties prepare IA question papers based on the complete curriculum along with the scheme of evaluation, reviewed by the departmental Head. The internal assessment test timetable prepared by the examination committee is published to our website, and conducted as per the schedule. Post IA tests, evaluation of answer scripts, publication of result, completion of any grievance of students timely by the respective Head. Continuous evaluation and assessments are also done for laboratory course, project work. The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions. Due to COVID'19 pandemic, the modification has been done in teaching learning process in the month of October 2021 as the Blended mode instead of online Examination.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://mugberiagangadharimahavidyalaya.ac.in/images/Notice/16684919591655895689MGM%20ND%20INTERNAL%202022%20SEM%20%20&%20%204.pdf

1.1.3 - Teachers of the Institution participate in A. All of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course

system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

25

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

15

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1041

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The college affiliated to Vidyasagar University follows a curriculum

wherein several undergraduate and postgraduate programmes incorporate their course which cover gender issues, Environment, professional ethics, Sustainability and Human values.

Gender issues.

To spread awareness among the girls students, a special paper as prescribed in the syllabus on Women's Writing (For example in English literature, Sem-V, CC - 12, Philosophy, GE - 2, Political Science- semester 1, CC - 1) is taught in classes to spread knowledge of women's rights etc. Environmental Geography, Sustainable Development in BSc Honours and in Geography, Environmental History of India (Early India and Medieval Period), Gender & Education in India in BA Honours and General in History, Women Health and Nutrition in BSc Honours and General in Nutrition.

Environmental ethics

The College offers courses on Environmental Studies. The College conducts the certificate course on vermi composting. The College has a clean and green campus with facilities like Solar power grid and vermicomposting units. The College conducts projects in Environmental studies on various environmental parameters of the campus .

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

65

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

628

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://www.mugberiagangadharimahavidyalaya.ac.in/images/IOAC_NACC/1682770168FEEDBACK%20REPORT%2021-22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/1682770168FEEDBACK%20REPORT%2021-22.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1160

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

258

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Strategies adopted for Slow Learners:

Due to Covid-19 Pandemic and rigorous lockdown, near about 35% of the students becoming slow learners.

1.The institution assesses the learning levels through student mentor who usually identify the nature of their problems and motivate them for achieving best in academics. Evidence of success viz. better results in the examinations.

2.Online Interactive teaching learning were conducted for slow learners.

3. Slow learners were specially advised and counseled by the respective subject teacher/HOD.

4. Remedial classes were also conducted for the weaker students identified on their performance in the previous internal assessments.

5. Poor performance due to frequent absent were dealt with interacting the parents of students through online parent teacher meeting.

6. Running Mentor and Mentee Programme in all departments of the college

Strategies adopted to facilitate Advanced Learners:

1. Advance learners are identified through their response in online classes, performance in CIE.interaction, and the performance in virtual class room.

2. Experts from the different colleges/universities/reputed institutes are invited to conduct the special online lecture/seminars/webinars for both advance learners and slow learners.

3. Advance learners are motivated to attend different National and International Webinars for presentation of research papers.

4. Online quizzing,essay writing competition were also taken to enhance subject knowledge of the advance learners. Digital library facilities also helps them a lot.

5. Most of the departments organize special coaching classes for the advanced learners to compete in JAM, NET, GATE, NBHM.

File Description	Documents
Paste link for additional information	http://www.mugberiagangadharmahavidyalaya.ac.in/Files/1679139956Report%20of%20Mentor%20Mentee%20Club%202022-23.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2698	116

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response :

1.Discussions: Online group discussions wereheld regularly to improve current knowledge of the students. Teachers make their classes as interactive as possible and encourage innovative thought and novel interpretations of a given topic by the students. Audio-Visual methodology were used by using on Google meet & Zoom platformwhich provide experiential and participative learning.

2. Debates: Debates were arranged for students on topics that require constructive opinions and thought processes resulting learning process get justified and enriched. It also increases logical thinking of the students.

3. Projects: Students of B.P.Ed and M.P.Ed departments were encouraged to do online project work on their own,

4. Internal Examination System : CIE policy is also a part of curriculum which helps the students for enhancing learning experiences.

5. Participating seminar / workshop: The College has regularly organized many online seminars / webinars/workshops/ memorial

lectures/ on various topics of the syllabus. Apart from that, in the department of physical education, weekly seminar period is also allotted in the academic timetable where provisions are made for students from each class and one faculty member belonging to the theme of the seminar present a paper on the theme. laboratory experiment, Case studies and external activitie like NCC and NSS programmes are also undertaken.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://mugberiagangadharimahavidyalaya.ac.in/Files/1682417620IIT%20Kgp.pdf

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

- Since the Covid-19 Pandemic lockdown, a large number faculty members were engaged in online teaching learning process apart from their regular class teaching by using ICT enabled tools.
- The Institution had purchased Zoom app for conducting online classes, webinars etc. which were extensively used by the faculty members.
- All departments have social media platform like, Whatsapp groups for exchange of study materials, notices etc. IQAC had shared webinars flyers and other important notices of UGC, IICs etc to these groups for information.
- For collecting data of various programmes, attendences, quizzing and other participatory learnings, teachers have used google forms. They have also used various online platform like google meet, etc for conducting classes and departmental activities.
- the resources kept in the library are being extensively used by the faculty members through online mode. There were scope of having an access to resources in the INFLIBNET and which are provided to teachers.
- Mathematics department uses MATLAB softwares for students to generate more exposure.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

116

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

2.4 - Teacher Profile and Quality

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

116

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

24

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

1172

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

CIE were conducted by every department according to Academic Calendar. Internal assessments were of 10 marks for each core paper (CC) and 05 Marks for each SEC paper in the CBCS (Semester) system as per University rule and the results were duly intimated to the examinees within 7 to 10 days from the date of examination. Due to Pandemic situation, the entire CIE process was conducted through online mode. Probable questions were discussed by the faculty member in the WhatsApp group. Besides these, surprise class tests were also arranged. Tabulation related grievances were corrected in due course. CIE of BPEd and MPED departments were conducted as per NCTE guidelines. In theory, at least three internal assessments were conducted and the evaluated answer scripts were discussed in departmental WhatsApp group. Procedure for correction was affixed in the notice board of examination cell. Students were allowed to reappear in the same test for upliftment if they wish to do the same. In case of practical assessment the performance is shown to every student and marks allotted as per the standard norms. The attendance of the students is also parallelly maintained by the

students leaders of every class as weightage is given to attendance.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.mugberiagangadharmahavidyalaya.ac.in/images/Notice/1688451252DocScanner_03-Jul-2023_7-03_pm.pdf

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

1. If any student did not satisfy with the number that he or she scores in the CIE, they can opt for a review of the paper with a request in the WhatsApp group or email the same within 15 days of the publication of result. 2. If ant students were unable to download the answer booklet of the CIE from the college website, they can write their answer in any full scape paper, it may be workbook or any A4 size paper. 3. Due to poor connectivity in the rural areas, the students were asked to send their answer script with the help of other class mates who owned Wi-Fi or strong internet connection. 4. Due to lack of knowledge regarding scanning and converting the answer scripts to PDF, students were asked to simply send the photo of the answer scripts to the departmental emails for evaluation. 5. A good number of students won't be able to email their answer script in time due to poor internet connectivity, in such cases the examination cell of the college took initiative and gave relaxation to those students and asked the students to resend their answer script to the departmental email after the due date.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.mugberiagangadharmahavidyalaya.ac.in/images/Notice/1688451252DocScanner_03-Jul-2023_7-03_pm.pdf

2.6 - Student Performance and Learning Outcomes

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

Yes, POs & COs for all Programmes offered by the institution are stated and displayed in website and communicated to teachers and

students by the IQAC. Students of Arts & Commerce learned about political, social, philosophical, historical, economical, business & commerce related issues. They could explain theories and use data through computer software. They would make themselves effective communicators on various social context. The graduate of Physics, Chemistry, Mathematics & Biology departments have grown with a range of scientific techniques, knowledge of generating and analyzing data, skills of developing communication. Also they have the immense interest to explore other interdisciplinary subjects with their scientific theories and techniques to develop the teaching and expansion of the subjects. The students of B. P. Ed. and M. P. Ed. Courses served in the educational institutions like schools and colleges where they teach to transform the individual from a biological man to a man of discipline, punctuality, honesty and morality. Also they can get job as Physical Education Teacher in Schools, Colleges and Universities after clearing NET or SET Examination. One can enter into the job like Sports Officer or Director of Sports in different organizations as professional as well.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.mugberiagangadharimahavidyalaya.ac.in/Files/1685167002CO%20PO%202020-2021.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

In the Outcome Based Education (OBE), assessment is done through one or more than one processes, carried out by the department, that identify, collect, and prepare data to evaluate the achievement of course outcomes (CO's). The process for finding the attainment of Course outcomes uses various tools/methods. These methods are classified into two types: Direct methods and indirect methods. Direct methods display the student's knowledge and skills from their performance in the class/assignment test, internal assessment tests, assignments, semester examinations, seminars, laboratory assignments/practicals, mini projects etc. These methods provide a sampling of what students know and/or can do and provide strong evidence of student learning. Indirect methods such as course exit survey and examiner feedback to reflect on student's learning. They are used to assess opinions or thoughts about the graduate's

knowledge or skills.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://mugberiagangadharmahavidyalaya.ac.in/Files/1685707451co%20po%20ug%202021-2022-1.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

772

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/1688562781Annual%20Report.pdf

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://mgm-cloud.in/FeedBackReports/FBDetailsChart.aspx?LinkID=2&chartname=Pie>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

10.918

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

2

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

3

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.vigyansathi.in/welcome/inbox.php

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Being a predominantly undergraduate institution with only four postgraduate Departments, Mugberia Gangadhar Mahavidyalaya has no recognized Incubation centers associated with creation and transfer of knowledge. But it appreciates and plays an encouraging role in promoting ecosystem for innovation among the students and faculty members. This spirit of innovation encompasses various initiatives taken by the institute for creation and transfer of knowledge. Such as the college has established Institution's Innovation Council (IIC ID: IC 201912633) in promoting some innovative programs, workshops, outreach activities and to support submission of ideas, innovations, startups developed at the institute. In 2021-22 session, the institute has recommended 16 innovative ideas submitted in YUKTI National Innovation Repository by the students. Not only that but also the institute has established 3 ATL school linkage to promote mentorship to the school students regarding innovations and startups. The institute regularly arranged competitions among the school and college students on innovations, entrepreneurship and startup on the occasion of various IIC celebration activities. Moreover, PG students from Mathematics, Food processing, Physical Education and Bengali and also UG students regularly do their innovative project works, field visit, internship and submit the reports on successful completion. Besides, by establishing vermi compost unit, the institute tries to show the community, faculties and students how we could easily prepare vermicompost from agricultural waste in home and thereby how we could increase the nutritional value of food by minimizing the decrease in soil fertility and by minimizing adverse effects of foods generated from chemical fertilizers.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mugberiagangadhardmahavidyalaya.ac.in/images/IOAC_NACC/1677060613combinepdf.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	https://www.mugberiagangadharimahavidyalaya.ac.in/index.php
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

45

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Being a rural and remote institution, Mugberia Gangadhar Mahavidyalaya appreciates and plays encouraging roles in promoting extension activities in neighborhood community for holistic and economic development by sensitizing students and faculties to social issues. This spirit of activities encompasses various awareness outreach programs in the neighborhood community. In initiation of IIC, NSS, NCC, UBA units, IQAC and Research Cell, encouraging programs, awareness camp, workshops, seminars, conferences, supporting programs related to COVID - 19, sanitation, hygiene and health, innovative research for sustainable development have been promoted during this academic year. Encouraging campaigns on Swachhta and water conservation - motivating with creative activities/ zero waste events, Swachhta Contests have been organized inside and outside the campus. No plastic driven camp has been held in the local market and adopted villages and providing them biodegradable bags.

On the occasion of 'World Earth Day', students performed various cultural activities in the local areas to increase awareness about environment. Principal sir, TIC and others discussed about environment and how to protect it. They emphasized on tree plantation. On the occasion of celebrating and commemorating 75 years of independence and the glorious history of its people, culture and achievements - Azadi Ka Amrit Mahotsav, IIC of Mugberia Gangadhar Mahavidyalaya organised an awareness activity on 'Innovation & Entrepreneurship for Atmanirbhar Bharat' in local society on 12/08/2022. About 68 students, 12 teachers and more than 200 local people were aware about innovations, entrepreneurship for Aatmanirbhar Bharat.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharimahavidyalaya.ac.in/extension_activity.php
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

2

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

28

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2098

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

9

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

16

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has augmented its infrastructure and learning resources since the last NAAC visit in 2019. Under RUSA and CPE and WBHED scheme, the college has constructed new science building, one girls hostel and guest rooms. Smart and virtual classrooms with all modern teaching aids like short throw projectors, Interactive board, printers and scanners etc. are available along with equipped laboratories. The college central library has nearly 32500 books along with national and international journals for all disciplines and few departmental libraries for easy access by the students. Online library facilities and institutional subscriptions of INFLIBNET are also available. The other infrastructure and physical facilities related to teaching -learning are provided in attached additional information.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mugberiagangadharmahavidyalaya.org/igac.php

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

The college has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc developed on time to time to meet the demand of carrying out various cultural and sports activities viz. a 200m running track with 6 lanes with the

separate arena for throwing and jumping events, Lane Box, Judges Stand, Time Keepers Stand, Finish Pole, Electronic Stop Watches and a Football Ground with the dimension of 72m X 40m, 20 Hurdles, Iron Shot of 8Lbs, 12Lbs and 16Lbs, Javelin for men and women, auditorium hall for cultural programs etc. The detailed facilities are described in the attached additional file for kind perusal.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mugberiagangadharmahavidyalaya.org/all_documents.php

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

39

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mugberiagangadharmahavidyalaya.org/igac.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

188

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Library is automated using Integrated Library Management System (ILMS) Library is being automated using Integrated Library Management System. For this purpose during the year 2012, we had been installed library management software named SOUL 2.0 which is developed by INFLIBNET Centre, an IUC of UGC. Presently we are using the latest version of the software SOUL 3.0 (Full Edition - Network Version). With the help

of this software we are doing our regular library works like Circulation (Barcode based), Cataloguing, Database Search (OPAC & WEBOPAC), etc. For this purpose we have eight numbers of computer with internet connection, scanners, printers. Broadband facility for internet connection is available. In the library students and teachers may avail internet service through WIFI facility.

Our library's catalogue search (OPAC) is also available on the basis of 24 X 365 through

our library website - <http://mugberiaopac.aadijatechnologies.com/>

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://mugberiaopac.aadijatechnologies.com/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources **B. Any 3 of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

3.25401

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

39

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

On the basis of growing demand for developing IT facilities in Teaching & Learning, Mugberia Gangadhar Mahavidyalaya has updated its IT infrastructure facilities with time to time. In the entire lockdown period started from March 2020, till 16th November 2021 the institution completely upgraded its IT infrastructure byprocuring

Laptops, installing additional high speed routers in various corners of the campus for wifi connectivity. It has also contacted vendors for AMC for available IT resources. Besides, the college maintains and runs online softwares for admission, fees collection etc through its website.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://wb.onlineadmission.org/ghc/admission_notification ug.aspx?clgcode=MUGM

4.3.2 - Number of Computers

156

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

78.3

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Mugberia Gangadhar Mahavidyalaya has established the systems and procedures for maintaining and utilizing physical, academic and support facilities - building, computer & IT, Laboratory, classroom, Library sports, etc. Details are attached in the additional information folder.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mugberiagangadharmahavidyalaya.org/CODES%20mgm.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2473

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

99

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://www.mugberiagangadharmahavidyalaya.ac.in/images/CBP/1681784638combine%20file%20capacity%20building%202021-2022%201.%2017mb.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

839

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

839

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

26

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

314

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

22

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

4

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

5.3.2 Institution facilitates students' representation and engagement in various administrative, cocurricular and extracurricular activities following duly established processes and

norms (student council, students representation on various bodies)
 Response: The College aims to provide resources that develop positive student leaders who will enhance the institutional quality and actively contribute to community environment. Student representatives elected through form of election or selection constitute the College Union. This promotes and develops democracy as a way of life on the campus. There is an Election Supervision Sub Committee ensuring the transparency of the procedure. All election related grievances are addressed by this committee. The Union of the college is constituted by directly elected or selected students from each class. From this forum, office bearers of the college union viz Chairperson, Vice Chairperson, General Secretary, Cultural Secretary, Secretary for magazine, Secretary Ladies' common room, Sports Secretary, Secretary Boys' common room, one Treasurer are elected. The elected student representatives work together with the teacher advisor within the framework of a constitution to provide a means for student expression and assistance in the college affairs and activities. The Union plans and conducts various academic programmes, annual sports competition, annual cultural competition, annual Cultural programme and prize distribution ceremony, Saraswati Puja, College Day celebrations etc. The Student Union plays a vital role in sensitizing students on issues like Disaster Management, road Safety, Tree Plantation, Blood Donation, Anti-ragging, Street Drama for Social Awareness, Gender Sensitisation, Equal Opportunity to Students etc. Beside these Secretary Students' union is the Member of Governing Body.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/16826846835.3.2.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response: The ex-students have formed Mugberia Gangadhar Mahavidyalaya Alumni Association (MGMAA) bearing Registration no: S/1L/46162 of 2007-08 registered under the Societies of Registration Act. 1860. The details of the contribution extended by the Alumni Association for the growth and academic development of the college in the last five years are: 1.Extension of Financial Assistance to the college. 2.Submission of feedback with respect to curriculum, teaching, research, and extension activities. 3.Participation of Alumni in the extension activities. 4.Recommendation for introducing new skill-oriented courses. 5.Motivation of the students in participation of community services and outreach programmes to build their careers towards leadership which in turn helps in National Development and Integration.

6.Sri Mathuranath Tripathy, an Alumnus of 1970s is regularly attending different programmes like seminars, workshops, cultural programmes, awareness camp, etc.

7.Preparation of Prospectus and major press/publication related assignments and constructive suggestions are also done by alumni members with consultation of Principal sir. In the academic session 2021-22, they donated Rs. 45000/- to the college.

8.As per the suggestion and supervision of a stakeholder (national awardee retired teacher) the college has established a vermi compost production centre and produces about 10 ton so far which is used now in the maintenance of medicinal garden and other plants inside the campus.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharmahavidyalaya.ac.in/alumni_eng.php
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The governance of institution is reflective of and in tune with the vision and mission of the institution's academic and administrative policy guided by overarching Vision, Mission, Goals, Values and Beliefs of the institution. The College achieved its quality through integration of teaching and learning, advancement of the knowledge through research programmes, and leadership in service and outreach. The collaborative approach of the GB, Principal, Faculty members, Non-teaching staff, Students, Alumni and other Stakeholders towards various policies were guided by the institution's mission and vision. The IQAC, Teachers' Council and Academic Sub-Committee and other Committees meet regularly to discuss on various issues.

The GB and Principal actively participated in the policy statements and an action plan which was aligned for attaining the mission of the institute disseminates the vision and mission to all stakeholders and involves them in forming Annual Quality Assurance Report. Usually, Principal formulated the action plans and interacts with stakeholders and student representative for implementation. IQAC conducts the meeting and takes decisions regarding initiatives to be taken for academic development and related activities. The resolutions are forwarded to G.B/Administrator whenever necessary for implementation.

SWOC analysis is undertaken at the department and institution level

to ensure that the college moves in its trajectory. The wide range of academic activities supplemented by the co-curricular, extra-curricular activities, the extensions and outreach programmes ensure the improvement and development of the students.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharimahavidyalaya.ac.in/mission_vision.php
Upload any additional information	View File

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

The institution created its effective leadership by using its human resources. Formation of different committees constituted the decentralization process. Teaching and nonteaching staffs were proportionately represented in the Governing Body and are equally responsible for implementation of different policies. Participative management is practiced in the college through following sub committees. These are, RUSA Committee, Building sub-committee, Academic sub-committee, B.P.Ed & M.P.Ed sub-committee, Vocational Courses sub-committee, Library sub-committee, Purchase committee, Finance committee, Development committee, Tender sub-committee, Electric sub-committee, Computer subcommittee, Provident-fund subcommittee, Examination sub-committee, Internal Complaints committee, Students Redressal cell, Sexual Harassment Redressal Cell, Research Cell, Women's Cell, Environment Cell, Green Club, Institutional Innovation Council (IIC), IQAC. Through the functioning of these committees at different levels with proper stake holder representation and periodic meetings of these bodies, it is ensured that all activities of the college like planning developments, academic calendar preparation, quality venture initiation, fund procurement and allocation, maintenance of discipline and code of conduct, conduct of examinations, conducting various events, extension activities etc. are carried out with the active involvement and belongingness of staff members. Decentralization and participative management are the backbone of the PF Committee of the college. Though the Principal of the college is the Manager of the fund, one senior Associate Professor is appointed as a Convener of the committee. Transparency is maintained regarding the deposit through regular annual financial audit of the fund.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharimahavidyalaya.ac.in/images/IQAC_NACC/1671784167Organogram.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college develops its strategic plans after discussions held in the IQAC meetings and meetings of the Governing Body. As both these bodies have adequate stakeholder representation, all long-term plans, after fruitful and elaborate discussion in these bodies, are discussed in the college level bodies and finalized after incorporating suggestions and opinions. Adequate taskforces are set up in the college for the successful implementation. Among the strategic plans that have been successfully implemented during the last year, an infrastructural development project with the aim of providing better academic facilities and student housing amenities is worth mentioning. Considering the requirement for additional classrooms, the college has strategically planned the construction of 2nd floor of Baneswar Maity Bijnan Bhavan. However, the college management decided to raise funds from various sources and complete it from its own fund. This extension of 2nd floor now accommodates the Departments of Physics, Botany and Physiology.

Besides, for the construction of cycle stand, a strategic plan was devised, and decided to send this project proposal to local MLA for getting the approval of fund through District Magistrate Office. After getting approval we sent the plan estimate vetted by qualified engineer to District Magistrate Office through Block Development office for fund release. After release of fund, we have done e-tender and after evaluation of both technical and financial bid carefully work order has been placed to lowest vendor for doing the work and the project was successfully completed in the last of 2021.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://mugberiagangadharimahavidyalaya.ac.in/images/IQAC_NACC/1671784167Organogram.pdf
Upload any additional information	View File

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

Yes, the functioning of institutional bodies is effective and efficient which is reflecting through policies, administrative setup. For appointment and service rules college follows the regulations of college service commission, Govt. of West Bengal.

Governing Body of the college works in close contact with Principal to regulate and maintain congenial and academic environment throughout the year. This body is responsible for management of financial resources and infrastructural development. The Principal as secretary of this body, serves as liaison between staff and management committee. The management committee members ensure the activities of the college carried out in accordance with the objectives of the institution. The Principal is given the academic and administrative freedom to carry out his responsibilities which is done through the participation and involvement of staff members and stakeholders. Based on the feedback collected from the students, parents, and other stakeholders on the curricular, co-curricular, academic, and administrative pursuits of the college, directions for performance improvement are given.

The GB structure is as follows: 1. President 2. Principal (Secretary) 3. Govt. Nominee-02, 4. University Nominee -02, 5. Teachers' Representative-03, 6. Non-teaching Staff Representative- 01, 7. Donor Member 01, 8. Higher Education Nominee 01, 9. Students' Representative-01, Total 13

The Internal Quality Assurance Cell ensures the overall quality through measures taken for performance enhancement of the college and through the conduct of academic and administrative audit. The day-to-day activities are executed with the help of Teachers Council consisting of all the teaching faculty members and Librarian. The College Bursar in consultation with the Principal, manages

accounting, budget finalisation and other related matters.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharmahavidyalaya.ac.in/igac.php
Link to Organogram of the institution webpage	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IOAC_NACC/1671784167Organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The college has initiated staff welfare schemes and measures, both financial and material. These are

Extramural Welfare Schemes:

Convenient loan with minimum interest from the college co-operative for Teaching, non-teaching, Librarian members, Festival advance and Ex-gratia for non-teaching and contractual staff, Advance without interest for contractual non-teaching staff and SACT teachers, Free accommodation to the contractual teachers in Hostel, Felicitation during farewell ceremony of the employees, Free shelter at the time

of flood or any type of natural disasters for local employees, Appointing the wards of immature death of employees, Usage of college library is open for the wards of employees for Higher studies, EPF Scheme for casual and contractual non-teaching staff with an institutional contribution of 12% of basic pay.

Intramural Welfare Schemes

Canteen, Guest rooms, first aid facilities, Rest room and Ramp facilities for differently abled employees, Auditorium, Free usage of Gymnasium, TV with cable connection, refrigerators, musical instruments, Safe locker for individual employee, Vending machine for women employee.

Other Welfare Initiatives include:

Salary advance is provided to the staff till they get approval from government and on emergency situations. Provident Fund and arrangement of PF Loans. Leave benefits including Casual Leave, Medical leave, On Duty Leave, Maternity Leave for 180 days, Paternity Leave, Earned Leave Surrender, child cre leave etc. Allowing deputation to pursue research and the permission to utilize the infrastructural facilities such as laboratory. Financial assistance for participation in conferences and workshop. Staff members are appreciated for their achievements and gifts of appreciation are given.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/16811312426.3.1.pdf
Upload any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

3

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

17

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The Institution has different mechanisms for evaluating the performance of the teachers. The teachers usually maintain a Daily Work Diary where in the details of classes taken, examination related work, other activities, research related activities etc are recorded by the teacher. It is verified by the Principal to ensure that the work assigned has been properly discharged. Yearly performance Statements are also submitted in University prescribed format by each teacher . The teacher provides a summary of classes engaged including remedial classes, project guidance etc.This document is verified by IQAC and forwarded to the University Office. Teacher prepares an Annual performance Based Appraisal system which contains different sections covering Teaching Learning Evaluation Process, Participation in administrative and co-curricular activities,etc. The details are collected by the Principal & IQAC for action taken. Moreover, the institution collectes students feedback and duly analyse in addition to Performance Appraisal System.The IQAC and the Principal prepare a confidential report of every Teacher. The Principal evaluates the performance of each Non-teaching Staff member with the help of the Office Head Clerk. The questionnaire contains questions related to the technical abilities, job performance based on files handled and completed, drafting and communication abilities, competency, and overall quality of work.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharimahavidyalaya.ac.in/images/IQAC_NACC/16811308546.3.5.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Accounting and auditing systems of any institution plays an important role in enhancing transparency and financial discipline. Recognizing the same, the college has established a well-oiled machinery to conduct internal and external financial audits regularly and systematically.

a. Statutory audit by External Audit officer appointed by the Government of West Bengal Statutory audit of the college pertaining to the utilization of funds, cashbook verification etc is done by specialized team appointed by the Government of West Bengal. The team visits the college office, verifies all documents, ensures the procedural formalities, raises queries, and finalises the report of the audit conducted. The audit process is done on an annual basis.

Financial Audit of Individual Departments by Internal Auditor The departments are sanctioned funds for utilization for book banks, repairs, and maintenance, conduct of seminars, student benefit schemes etc. Towards the end of every year, the Principal appoints an Internal Audit team for every department, section etc. for the proper verification of records, accounts of funds sanctioned and also verification of Assets and Asset Register. The team comprises of staff members from other departments and is coordinated by the host HoD. A separate team is entrusted with the audit of library.

All these mechanisms ensure that the fund utilization is in the most transparent manner and financial records are maintained properly. Any query raised by the auditor is cleared by a team of Office Superintendent, Head Accountant, Bursar and Management staff in charge of finance..

File Description	Documents
Paste link for additional information	http://www.mugberiagangadharmahavidyalaya.ac.in/images/FA/1685447978audit_-2021-2022.pdf
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during

the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0.36

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The Institution has a well-planned mechanism and policy for raising of funds and utilization of the same. Being a grant-in-aid institution, a considerable portion of the funds of the college received from the State Government is used for the disbursement of staff salary. The 50% tuition fees from the students are deposited to the State Government account in the treasury and rest funds are allocated to the college under permissible heads such as purchase of laboratory equipment, library books and journals, conduct of seminars, College Union activities, Building Extension, Repair & Maintenance etc. As fees from the students is a major source of revenue the college takes special initiative to admit students in such a way that all sanctioned seats are filled up. Alumni Association, well-wishers, contribute funds for specific activities like for infrastructural development. Project proposals are submitted to the funding agencies like HE, WBDST, DBT, UGC and RUSA for various projects like General assistance for UG and PG, Research Promotion, Infrastructural development, Promotion of Sports activities, construction of hostel etc. The Finance Section looks after the timely utilization as per schemes of the same .

For proper utilization of the fund, budget is prepared every year. Utilization of the fund is monitored with the help of various bodies of the college namely the Governing Body, Construction and Purchase Committee, Project Monitoring Committee etc. Utilization Certificates of all grants are submitted as per the norms of the funding agency after auditing through CA or Govt Auditor.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/16811315416.4.3.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

IQAC of the College was established on 20/09/2007 for quality assurance, quality up-gradation, assessment and accreditation. Since then, IQAC has become instrumental in suggesting a number of quality improvement measures in the college.

Mentoring the Students The objective of the Practice is to motivate, support and guide the students in their academic pursuits along with facing challenges in life. The mentoring process is aimed at to address it by supporting and guiding the mentees to enable them to face the challenges. The process is governed by a combined policy followed in every departments and are asked to divide the mentees and form groups of not more than 20 mentees. The faculty members are issued appointment letters to act as mentor of their groups. The mentors discuss both academic and non-academic issues and encourage the mentees to share their problems.

Besides this IQAC has taken following initiatives for institutionalization of the quality culture: Preparation of Perspective plan Preparation of Academic Calendar/ college prospectus Conducting meetings periodically Timely submission of AQAR to NAAC Participation in NIRF Conducts quality audits Collection and analysis of feedback from stakeholders. Organising staff and student development programme Green campus initiatives Publication of IQAC news-letter

File Description	Documents
Paste link for additional information	http://mugberiagangadharmahavidyalaya.ac.in/iqac.php
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC has taken a pro-active role in the improvement of the structure and operations of the institution, focusing specially on Teaching Learning Process. All activities are planned and executed in accordance with the academic calendar published by the IQAC. After the admission of a student to a particular class the teacher-in-charge of the class will initiate steps to assess the basic understanding level of the students by way of induction programme, quiz, short presentations, discussions etc. The mentor identifies the strengths and the weaknesses of the student through constant interaction. The IQAC arranges special motivational programmes for advanced learners and slow learners. The students are also offered add on courses which help to improve their knowledge base. Experiential learning such as field visits and studies, as well as On the Job training programmes. In the recent years and also with the advent of Covid-19, the online mode teaching and learning has been facilitated by the use of platforms like Zoom, Google Meet etc. replacing the physical class room. The students were encouraged to make use of additional computer facilities by offering certificate courses which has led to an overall academic and skill improvement. The IQAC has also been instrumental in developing and improving both academic and physical facilities of the campus.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharimahavidyalaya.ac.in/iqac.php
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/1684157773Annual%20Report_21-22.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The College tries its level best to take measures for the promotion of gender equity throughout the year. For overall awareness about promotion of gender equity issue, the college organizes seminars, discussions, outreach activities and workshops on gender issues. At present the male female ratio in the college is 32:58. The number of female casual workforce in the college are 44% with respect to the male casual workers (56%). There is a separate common room for female students besides male common room. Attendants are provided for both the Common Rooms. Toilet facilities have been provided equally for both Girls' and Boys'. Self-defence Martial Art training programs for students are organised regularly. The hostel superintendents are provided for both Girls' and Boys' Hostels. ID Cards are issued to all the students irrespective of gender, to prevent the outsiders. The college has an Internal Complaints Committee, Prevention of Sexual Harassment Cell, Women's Cell, Anti-Ragging Committee and Discipline Enforcement Committee to promote equal opportunities for both girls and boys students. To spread awareness among the girls' students, special papers as prescribed in the University syllabus related to Gender issues and Women's Writing are taught. There are separate special events in sports and cultural programs for the girls students. Girls students representatives are mandatorily included in various working committees.

File Description	Documents
Annual gender sensitization action plan	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IOAC_NACC/1675932121GSAP%2021-22.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IOAC_NACC/1676445474GENDER%20EQUITY%2021-22%20pdf.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college integrates the waste management system along with campus cleaning for better efficiency and sustainability. The main initiatives taken for the waste management are given as below:

Solid waste management

The college provides separate Dust bins for degradable and non degradable solid waste before each department and corridors of the college to collect solid waste and bio degradable waste are used for Vermi Composting for organic manure that can be used for organic farming thereby minimizing waste effectively. Besides, the College has signed a MoU with SOLID LIQUID WASTE MANAGEMENT PROJECT, Bhupatinagar for management of solid waste throughout the year.

Liquid waste management:

The college has a proper sewage system in all the washrooms of the college, canteen and departments with laboratory. The college takes appropriate care to prevent water stagnation and mosquito breeding. The rain water from the terrace of the college is directed towards the pond through pipes that ensures a recharge of the water .

E-Waste Management:

The e-waste is collected from the department and stored in a specific waste-collection bin and submitted to concern vendor for its proper management.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic

5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The College imparts its students values of mutual respect, effective interpersonal relationship, love for the motherland and explicit understanding to create an inclusive environment, fostering tolerance and harmony towards cultural, regional, linguistic, communal socio-economic diversities. Staff members dedicatedly preach and practice these values among the students during the course of teaching every day.

1. The college organizes Pre-Puja Celebration ,International Mother's Language Day, Cultural programme on Saraswati Puja , National Science day, Farewell Programme, Raksha Bandhan Utsav etc. every year.

2. The socially-backwards students like ST/SC/OBC /Minorities are offered special privileges for admission by seat reservation, by offering scholarship opportunities from the college resources, State Government and central Government.

3. Webinars are held to aware the students of various schemes like Student Credit card and scholarships so that financially weak students can avail these opportunities.

4. Our staff and students organises Community Services ,Human Rights, Women's issues, and awareness programme through NSS ,NCC, Unnata Bharat, Eco Club, Covid-19 Help Group of the college.

5. Mentor-group meetings are held regularly and students are encouraged to share their problems - academic or personal with their mentors.

6. Teachers adopt the bi-lingual mode of teaching, wherever required, to assist students with linguistic challenges.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Responsibilities

The college fosters community responsibility by organising blood donation camps . The HEIs make special efforts to inculcate democratic values as well as responsibilities in order to be good citizens. The affiliating university has made two courses mandatory for UG first and third year students viz. 'Democracy, Elections and Good Governance' and 'Introduction to Indian Constitution' respectively. A 'Certificate Course on Human Rights' was conducted in the college. The institution upholds human values and extends flood relief to the needy victims of natural disasters.

To promote a sustainable environment, Swachh Bharat campaigns and Tree Plantation drives are organised. As part of the campaigns, environmentally safe practices such as plastic ban, tobacco bans, the importance of water conservation, and pollution-free zones are promoted regularly. Awareness programmes for proper E-waste disposal are also organised

Democratic values

Voter awareness programmewere organized to create awareness and strengthen democracy. Day celebrations like Constitution Day, 26th January "Republic Day, 15th August as Independence Day, Voters' Day and Human Rights Day are celebrated. A new-voter registration campaign was also organized in the college.

Citizens' rights

A programme involving local police personnel on cyber security is organized.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/1677387727constitution%20obligations.pdf
Any other relevant information	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/1677388509Constitution%20obligation%20list.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

The institution has organised several programs to commemorate significant national and international events such as seminar on 75 years of Independence Azadika Amrit Mahotsab, 73rd Republic day, 126th Birthday celebration of Netaji Subhas Chandra Bose, Gandhi Jayanti, International Women's Day ,International Yoga Day, International plastic bag free day, International Music day to mention a few among many others. We have organised relevant

webinars, seminar and awareness programs, to engage students and faculty members in celebrating the importance of these events. Some notable events are Independence Day Celebration, NSS Day, 26.10.2021- Ishwarchandra Vidyasagar birthday celebration 02.10.2021- Gandhi Jayanti Celebration 11.11.2021- State Level Webinar organised by NSS units on "Maulana Abul Kalam Azad: His Contribution to the Indian Education System" to commemorate National Education Day 26.11.2021- Observation of Constitution Day by reading out the Preamble 23.01.2021- 125th Birth Anniversary of Netaji Subhas Chandra Bose 26.01.2022- 72nd Republic Day Celebration 02.07.2022 - 59th college foundation day 08.03.2021- State Level Webinar on "Women in Leadership: Challenges for Achieving an Equal Future in Covid 19 World", organised by Women Cell- Celebration of 171th Birth Anniversary of Rabindranath Tagore The detailed reports on the commemorative days observed in the college are uploaded below

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

BEST PRACTICE - I

Establishment of IIC (Institution's Innovation Council) at the institute

As per guidelines set up by MoE's Innovation Cell (MIC) and AICTE, Govt. of India, our institution has established IIC from 2018-19 and continued its activities still now to promote Innovation and Start-up in the campus.

Objectives

To envision an educational system oriented towards start-ups and entrepreneurship opportunities for student and faculties.

Context

In the year 2018, Ministry of Education (MoE), through MIC, launched IIC programme in collaboration with AICTE for Higher Educational Institutions (HEIs).

Practice

From its beginning, the college are organizing various activities prescribed by IIC, MICon innovation, entrepreneurship, start-up, intellectual property rights etc. to encourage both students and faculties.

Evidence of success

The institute obtained 1.5 stars among 5 stars during 2019-20, 2.5 stars during 2020-21 and 3.5 stars during 2021-22 for undertaking various activities prescribed by IIC.

BEST PRACTICE - I1

Promotion of Sustainable Environment

Objectives

Due to the urgency of environmental conservation and environment sustainability among the students and staff Several Campaigns is necessary.

Context

Discouraging use of polythene by Unnata Bharat and NSS. Maintaining green campus and medicinal garden .Vehicle-free campus on Thursday. The college has about 363 varieties of trees, one pond located inside the campus .The Solar Power Plant A 10 KWH was installed . One Vermicompost Unit in the college.

Success

The whole fraternity needs to be educated and motivated toward sustainability. Continuous efforts are made to create a general shift in the mindsets of the students and college staff toward promoting environmental consciousness.

File Description	Documents
Best practices in the Institutional website	https://www.mugberiagangadharimahavidyalaya.ac.in/images/IQAC_NACC/1682254058Best%20Practice%20-1%20%20%20%202021-%202022.pdf
Any other relevant information	https://www.mugberiagangadharimahavidyalaya.ac.in/images/IQAC_NACC/1682253754Related information Best practice I II.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Mugberia Gangadhar Mahavidyalaya is located in a rural and backward area. Our institutional distinctiveness lies in the fact that due to its locational status where a student from rural, backward and weaker sections, our primary target and challenge is to provide our students with the opportunity for Higher Education at a minimum financial cost. Our college has upgraded itself as per need of the time and amalgamated conventional teaching-learning methods with digital learning. In addition to conventional teaching-learning, Skill-based Certificate course in Tax Practice, Communicative English, Business Management, Yoga Therapeutic, Vermi Composting, Community college in Tourism & Hotel Management, Diploma in Computer and IT, Vermi Composting, B.Voc in Food Processing, Tourism & Hotel Management, M.Voc in Food Technology, Nutrition & Management. Soft Skill development in Basic Computer training, and Mushroom cultivation, Preparation of Vermi Composting is done after class hours to empower them with various skills for self-reliance and entrepreneurship development and to make them job-ready. Our college has therefore created a holistic environment for learning with the blending of conventional teaching-learning method with ICT and Vocational programme so that students develop proficiency not only in their own subject but grows into skilled individuals, compassionate and abiding citizens of this nation.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution ensures effective curriculum delivery through a well planned and documented process using several types of modern teaching activities. The College adopted the curriculum framed by the Vidyasagar University. The Annual Academic Calendar is prepared to ensure effective teaching learning process. Due to COVID'19 pandemic, the modification has been done in teaching learning process in the month of October 2021 as the Blended mode instead of online classes. After meeting of the Academic sub committee, the meeting is held in each department to discuss about syllabus distribution etc. The routine committee draws a routine for academic activities. The departments strive for effective curriculum delivery through beginning with induction programme. Faculty members take care to complete the syllabus in time by using the Teachers' Diary. Internal Assessment, Tutorials/projects, are also take importance. To extend guidance to the students the college initiates the Mentor Mentee programme by each department. The students join to experiential learning like visits to important laboratory, Industry. The college is well equipped with smart class rooms, various software, Language Lab which are used by teachers in day to day teaching. Group discussions, quizzes and seminars. Publication of Wall Magazine in each department is a extra effort to curriculum delivery.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.mugberiagangadharmahavidyalaya.ac.in/images/Academic_Calender/1678362446Academic%20Calendar%202021-22.pdf

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

Before the commencement of each semester, The College notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester. All

Departments follows the calendar issued by the College strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). Syllabus coverage for each CIE is decided well in advance. Internal Assessment tests (IA), assignments, quizzes, and seminars are part of the Continuous Internal Evaluation (CIE) of students. The Faculties prepare IA question papers based on the complete curriculum along with the scheme of evaluation, reviewed by the departmental Head. The internal assessment test timetable prepared by the examination committee is published to our website, and conducted as per the schedule. Post IA tests, evaluation of answer scripts, publication of result, completion of any grievance of students timely by the respective Head. Continuous evaluation and assessments are also done for laboratory course, project work. The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions. Due to COVID'19 pandemic, the modification has been done in teaching learning process in the month of October 2021 as the Blended mode instead of online Examination.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://mugberiagangadharimahavidyalaya.ac.in/images/Notice/16684919591655895689MGM%202ND%20INTERNAL%202022%20SEM%20%20&%20%204.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

25

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

15

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1041

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The college affiliated to Vidyasagar University follows a curriculum wherein several undergraduate and postgraduate programmes incorporate their course which cover gender issues, Environment, professional ethics, Sustainability and Human values.

Gender issues.

To spread awareness among the girls students, a special paper as prescribed in the syllabus on Women's Writing (For example in English literature, Sem-V, CC - 12, Philosophy, GE - 2, Political Science- semester 1, CC - 1) is taught in classes to spread knowledge of women's rightsetc. Environmental Geography, Sustainable Development in BSc Honours and in Geography, Environmental History of India (Early India and Medieval Period), Gender & Education in India in BA Honours and General in History, Women Health and Nutrition in BSc Honours and General in Nutrition.

Environmental ethics

The College offers courses on Environmental Studies. The College conducts the certificate course on vermi composting. The College has a clean and green campus with facilities like Solar power grid and vermicomposting units. The College conducts projects in Environmental studies on various environmental parameters of the campus .

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

65

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

628

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution	A. All of the above
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from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://www.mugberiagangadharimahavidyalaya.ac.in/images/IQAC_NACC/1682770168FEEDBACK%20REPORT%2021-22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.mugberiagangadharimahavidyalaya.ac.in/images/IQAC_NACC/1682770168FEEDBACK%20REPORT%2021-22.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1160

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of

supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

258

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Strategies adopted for Slow Learners:

Due to Covid-19 Pandemic and rigorous lockdown, near about 35% of the students becoming slow learners.

1.The institution assesses the learning levels through student mentor who usually identify the nature of their problems and motivate them for achieving best in academics. Evidence of success viz. better results in the examinations.

2.Online Interactive teaching learning were conducted for slow learners.

3. Slow learners were specially advised and counseled by the respective subject teacher/HOD.

4. Remedial classes were also conducted for the weaker students identified on their performance in the previous internal assessments.

5. Poor performance due to frequent absent were dealt with interacting the parents of students through online parent teacher meeting.

6. Running Mentor and Mentee Programme in all departments of the college

Strategies adopted to facilitate Advanced Learners:

1. Advance learners are identified through their response in

online classes, performance in CIE.interaction, and the performance in virtual class room.

2. Experts from the different colleges/universities/reputed institutes are invited to conduct the special online lecture/seminars/webinars for both advance learners and slow learners.

3. Advance learners are motivated to attend different National and International Webinars for presentation of research papers.

4. Online quizzing,essay writing competition were also taken to enhance subject knowledge of the advance learners. Digital library facilities also helps them a lot.

5. Most of the departments organize special coaching classes for the advanced learners to compete in JAM, NET, GATE, NBHM.

File Description	Documents
Paste link for additional information	http://www.mugberiagangadharmahavidyalaya.ac.in/Files/1679139956Report%20of%20Mentor%20Mentee%20Club%202022-23.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2698	116

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response :

1.Discussions: Online group discussions wereheld regularly to improve current knowledge of the students. Teachers make their classes as interactive as possible and encourage innovative

thought and novel interpretations of a given topic by the students. Audio- Visual methodology were used by using on Google meet & Zoom platform which provide experiential and participative learning.

2. Debates: Debates were arranged for students on topics that require constructive opinions and thought processes resulting learning process get justified and enriched. It also increases logical thinking of the students.

3. Projects: Students of B.P.Ed and M.P.Ed departments were encouraged to do online project work on their own,

4. Internal Examination System : CIE policy is also a part of curriculum which helps the students for enhancing learning experiences.

5. Participating seminar / workshop: The College has regularly organized many online seminars / webinars/workshops/ memorial lectures/ on various topics of the syllabus. Apart from that, in the department of physical education, weekly seminar period is also allotted in the academic timetable where provisions are made for students from each class and one faculty member belonging to the theme of the seminar present a paper on the theme. laboratory experiment, Case studies and external activities like NCC and NSS programmes are also undertaken.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://mugberiagangadharmahavidyalaya.ac.in/Files/1682417620IIT%20Kgp.pdf

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

- Since the Covid-19 Pandemic lockdown, a large number faculty members were engaged in online teaching learning process apart from their regular class teaching by using ICT enabled tools.
- The Institution had purchased Zoom app for conducting online classes, webinars etc. which were extensively used by the faculty members.
- All departments have social media platform like, Whatsapp

groups for exchange of study materials, notices etc. IQAC had shared webinars flyers and other important notices of UGC, IICs etc to these groups for information.

- For collecting data of various programmes, attendances, quizzing and other participatory learnings, teachers have used google forms. They have also used various online platform like google meet, etc for conducting classes and departmental activities.
- the resources kept in the library are being extensively used by the faculty members through online mode. There were scope of having an access to resources in the INFLIBNET and which are provided to teachers.
- Mathematics department uses MATLAB softwares for students to generate more exposure.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

116

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

2.4 - Teacher Profile and Quality

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

116

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

24

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

1172

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

CIE were conducted by every department according to Academic Calendar. Internal assessments were of 10 marks for each core paper (CC) and 05 Marks for each SEC paper in the CBCS (Semester) system as per University rule and the results were duly intimated to the examinees within 7 to 10 days from the date of examination. Due to Pandemic situation, the entire CIE process was conducted through online mode. Probable questions were discussed by the faculty member in the WhatsApp group. Besides these, surprise class tests were also arranged. Tabulation related grievances were corrected in due course. CIE of BPED and MPED departments were conducted as per NCTE guidelines. In theory, at least three internal assessments were conducted and the evaluated answer scripts were discussed in departmental WhatsApp group. Procedure for correction was affixed in the notice board of examination cell. Students were allowed to reappear in the same test for upliftment if they wish to do the same. In case of practical assessment the performance is shown to every student and marks allotted as per the standard norms. The attendance of the students is also parallelly maintained by the students leaders of every class as weightage is given to attendance.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.mugberiagangadharmahavidyalaya.ac.in/images/Notice/1688451252DocScanner_03-Jul-2023_7-03_pm.pdf

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

1. If any student did not satisfy with the number that he or she scores in the CIE, they can opt for a review of the paper with a request in the WhatsApp group or email the same within 15 days of the publication of result. 2. If any students were unable to download the answer booklet of the CIE from the college website, they can write their answer in any full size paper, it may be workbook or any A4 size paper. 3. Due to poor connectivity in the rural areas, the students were asked to send their answer script with the help of other class mates who owned Wi-Fi or strong internet connection. 4. Due to lack of knowledge regarding scanning and converting the answer scripts to PDF, students were asked to simply send the photo of the answer scripts to the departmental emails for evaluation. 5. A good number of students won't be able to email their answer script in time due to poor

internet connectivity, in such cases the examination cell of the college took initiative and gave relaxation to those students and asked the students to resend their answer script to the departmental email after the due date.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.mugberiagangadharmahavidyalaya.ac.in/images/Notice/1688451252DocScanner_03-Jul-2023_7-03_pm.pdf

2.6 - Student Performance and Learning Outcomes

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

Yes, POs & COs for all Programmes offered by the institution are stated and displayed in website and communicated to teachers and students by the IQAC. Students of Arts & Commerce learned about political, social, philosophical, historical, economical, business & commerce related issues. They could explain theories and use data through computer software. They would make themselves effective communicators on various social context. The graduate of Physics, Chemistry, Mathematics & Biology departments have grown with a range of scientific techniques, knowledge of generating and analyzing data, skills of developing communication. Also they have the immense interest to explore other inter disciplinary subjects with their scientific theories and techniques to develop the teaching and expansion of the subjects. The students of B. P. Ed. and M. P. Ed. Courses served in the educational institutions like schools and colleges where they teach to transform the individual from a biological man to a man of discipline, punctuality, honesty and morality. Also they can get job as Physical Education Teacher in Schools, Colleges and Universities after clearing NET or SET Examination. One can enter into the job like Sports Officer or Director of Sports in different organizations as professional as well.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.mugberiagangadharmahavidyalaya.ac.in/Files/1685167002CO%20PO%202020-2021.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

In the Outcome Based Education (OBE), assessment is done through one or more than one processes, carried out by the department, that identify, collect, and prepare data to evaluate the achievement of course outcomes (CO's). The process for finding the attainment of Course outcomes uses various tools/methods. These methods are classified into two types: Direct methods and indirect methods. Direct methods display the student's knowledge and skills from their performance in the class/assignment test, internal assessment tests, assignments, semester examinations, seminars, laboratory assignments/practicals, mini projects etc. These methods provide a sampling of what students know and/or can do and provide strong evidence of student learning. Indirect methods such as course exit survey and examiner feedback to reflect on student's learning. They are used to assess opinions or thoughts about the graduate's knowledge or skills.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://mugberiagangadharmahavidyalaya.ac.in/Files/1685707451co%20po%20ug%202021-2022-1.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

772

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/1688562781Annual%20Report.pdf

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://mgm-cloud.in/FeedBackReports/FBDetailsChart.aspx?LinkID=2&chartname=Pie>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

10.918

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

2

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

3

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.vigyansathi.in/welcome/inbox.php

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Being a predominantly undergraduate institution with only four postgraduate Departments, Mugberia Gangadhar Mahavidyalaya has norecognized Incubation centers associated with creation and transfer of knowledge. But it appreciates and plays an encouraging role in promoting ecosystem for innovation among the students and faculty members. This spirit of innovation encompasses various initiatives taken by the institute for creation and transfer of knowledge. Such as the college has established Institution's Innovation Council (IIC ID: IC 201912633) in promoting some innovative programs, workshops, outreach activities and to support submission of ideas, innovations, startups developed at the institute. In 2021-22 session, the institute has recommended 16 innovative ideas submitted in YUKTI National Innovation Repository by the students. Not only that but also the institute has established 3 ATL school linkage to promote mentorship to the school students

regarding innovations and startups. The institute regularly arranged competitions among the school and college students on innovations, entrepreneurship and startup on the occasion of various IIC celebration activities. Moreover, PG students from Mathematics, Food processing, Physical Education and Bengali and also UG students regularly do their innovative project works, field visit, internship and submit the reports on successful completion. Besides, by establishing vermi compost unit, the institute tries to show the community, faculties and students how we could easily prepare vermicompost from agricultural waste in home and thereby how we could increase the nutritional value of food by minimizing the decrease in soil fertility and by minimizing adverse effects of foods generated from chemical fertilizers.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/1677060613combinepdf.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

32

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	https://www.mugberiagangadharmahavidyalaya.ac.in/index.php
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

45

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

18

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Being a rural and remote institution, Mugberia Gangadhar

Mahavidyalaya appreciates and plays encouraging roles in promoting extension activities in neighborhood community for holistic and economic development by sensitizing students and faculties to social issues. This spirit of activities encompasses various awareness outreach programs in the neighborhood community. In initiation of IIC, NSS, NCC, UBA units, IQAC and Research Cell, encouraging programs, awareness camp, workshops, seminars, conferences, supporting programs related to COVID - 19, sanitation, hygiene and health, innovative research for sustainable development have been promoted during this academic year. Encouraging campaigns on Swachhta and water conservation - motivating with creative activities/ zero waste events, Swachhta Contests have been organized inside and outside the campus. No plastic driven camp has been held in the local market and adopted villages and providing them biodegradable bags.

On the occasion of 'World Earth Day', students performed various cultural activities in the local areas to increase awareness about environment. Principal sir, TIC and others discussed about environment and how to protect it. They emphasized on tree plantation. On the occasion of celebrating and commemorating 75 years of independence and the glorious history of its people, culture and achievements - Azadi Ka Amrit Mahotsav, IIC of Mugberia Gangadhar Mahavidyalaya organised an awareness activity on 'Innovation & Entrepreneurship for Atmanirbhar Bharat' in local society on 12/08/2022. About 68 students, 12 teachers and more than 200 local people were aware about innovations, entrepreneurship for Atmanirbhar Bharat.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharimahavidyalaya.ac.in/extension_activity.php
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

2

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

28

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2098

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

9

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year**

16

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has augmented its infrastructure and learning resources since the last NAAC visit in 2019. Under RUSA and CPE and WBHED scheme, the college has constructed new

sciencebuilding, one girls hostel and guest rooms. Smart and virtual classrooms with all modern teaching aids like short throw projectors, Interactive board, printers and scanners etc. are available along with equipped laboratories. The collgecentral library has nearly 32500 books along withnational and international journals for all disciplines and few departmental libraries for easy access by the students.Online library facilities and institutional subscriptions of INFLIBNET are also available. The other infrastucture and physical facilities related to teaching -learning are provided in attached additional information.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mugberiagangadharmahavidyalaya.org/iqac.php

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

The college has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc developed on time to time to meet the demand of carrying out various cultural and sports activities viz. a 200m running track with 6 lanes with the separate arena for throwing and jumping events, Lane Box, Judges Stand, Time Keepers Stand, Finish Pole, Electronic Stop Watches and a Football Ground with the dimension of 72m X 40m, 20 Hurdles, Iron Shot of 8Lbs, 12Lbs and 16Lbs, Javelin for men and women, adutorium hall for cultural programs etc. The detailed facilities are described in the attached additional file for kind perusal.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mugberiagangadharmahavidyalaya.org/all_documents.php

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

39

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mugberiagangadharmahavidyalaya.org/igac.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

188

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Library is automated using Integrated Library Management System (ILMS) Library is being automated using Integrated Library Management System. For this purpose during the year 2012, we had been installed library management software named SOUL 2.0 which is developed by INFLIBNET Centre, an IUC of UGC. Presently we are using the latest version of the software SOUL 3.0 (Full Edition - Network Version). With the help

of this software we are doing our regular library works like Circulation (Barcode based), Cataloguing, Database Search (OPAC & WEBOPAC), etc. For this purpose we have eight numbers of computer with internet connection, scanners, printers. Broadband facility

for internet connection is available. In the library students and teachers may avail internet service through WIFI facility.

Our library's catalogue search (OPAC) is also available on the basis of 24 X 365 through

our library website - <http://mugberiaopac.aadijatechnologies.com/>

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://mugberiaopac.aadijatechnologies.com/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

3.25401

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****39**

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

On the basis of growing demand for developing IT facilities in Teaching & Learning, Mugberia Gangadhar Mahavidyalaya has updated its IT infrastructure facilities with time to time. In the entire lockdown period started from March 2020, till 16th November 2021 the institution completely upgraded its IT infrastructure by procuring Laptops, installing additional high speed routers in various corners of the campus for wifi connectivity. It has also contacted vendors for AMC for available IT resources. Besides, the college maintains and runs online softwares for admission, fees collection etc through its website.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://wb.onlineadmission.org/ghc/admission_notification ug.aspx?clgcode=MUGM

4.3.2 - Number of Computers**156**

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

78.3

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Mugberia Gangadhar Mahavidyalaya has established the systems and procedures for maintaining and utilizing physical, academic and support facilities -building, computer & IT , Laboratory, classroom, Library sports, etc Details are attached in the additional information folder.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mugberiagangadharimahavidyalaya.org/CODES%20mgm.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support**5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****2473**

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year****99**

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://www.mugberiagangadharimahavidyalaya.ac.in/images/CBP/1681784638combine%20file%20capacity%20building%202021-2022%201.%2017mb.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

839

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

839

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

26

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

314

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

22

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

4

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

5.3.2 Institution facilitates students' representation and engagement in various administrative, cocurricular and extracurricular activities following duly established processes

and norms (student council, students representation on various bodies) Response: The College aims to provide resources that develop positive student leaders who will enhance the institutional quality and actively contribute to community environment. Student representatives elected through form of election or selection constitute the College Union. This promotes and develops democracy as a way of life on the campus. There is an Election Supervision Sub Committee ensuring the transparency of the procedure. All election related grievances are addressed by this committee. The Union of the college is constituted by directly elected or selected students from each class. From this forum, office bearers of the college union viz Chairperson, Vice Chairperson, General Secretary, Cultural Secretary, Secretary for magazine, Secretary Ladies' common room, Sports Secretary, Secretary Boys' common room, one Treasurer are elected. The elected student representatives work together with the teacher advisor within the framework of a constitution to provide a means for student expression and assistance in the college affairs and activities. The Union plans and conducts various academic programmes, annual sports competition, annual cultural competition, annual Cultural programme and prize distribution ceremony, Saraswati Puja, College Day celebrations etc. The Student Union plays a vital role in sensitizing students on issues like Disaster Management, road Safety, Tree Plantation, Blood Donation, Anti-ragging, Street Drama for Social Awareness, Gender Sensitisation, Equal Opportunity to Students etc. Beside these Secretary Students' union is the Member of Governing Body.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharimahavidyalaya.ac.in/images/IQAC_NACC/16826846835.3.2.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

67

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response: The ex-students have formed Mugberia Gangadhar Mahavidyalaya Alumni Association (MGMAA) bearing Registration no: S/1L/46162 of 2007-08 registered under the Societies of Registration Act. 1860. The details of the contribution extended by the Alumni Association for the growth and academic development of the college in the last five years are:

1. Extension of Financial Assistance to the college.
2. Submission of feedback with respect to curriculum, teaching, research, and extension activities.
3. Participation of Alumni in the extension activities.
4. Recommendation for introducing new skill-oriented courses.
5. Motivation of the students in participation of community services and outreach programmes to build their careers towards leadership which in turn helps in National Development and Integration.
6. Sri Mathuranath Tripathy, an Alumnus of 1970s is regularly attaining different programmes like seminars, workshops, cultural programmes, awareness camp, etc.
7. Preparation of Prospectus and major press/publication related assignments and constructive suggestions are also done by alumni members with consultation of Principal sir. In the academic session 2021-22, they donated Rs. 45000/- to the college.
8. As per the suggestion and supervision of a stakeholder (national awardee retired teacher) the college has established a vermi compost production centre and produces about 10 ton so far which is used now in the maintenance of medicinal garden and

other plants inside the campus.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharmahavidyalaya.ac.in/alumni_eng.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The governance of institution is reflective of and in tune with the vision and mission of the institution's academic and administrative policy guided by overarching Vision, Mission, Goals, Values and Beliefs of the institution. The College achieved its quality through integration of teaching and learning, advancement of the knowledge through research programmes, and leadership in service and outreach. The collaborative approach of the GB, Principal, Faculty members, Non-teaching staff, Students, Alumni and other Stakeholders towards various policies were guided by the institution's mission and vision. The IQAC, Teachers' Council and Academic Sub-Committee and other Committees meet regularly to discuss on various issues.

The GB and Principal actively participated in the policy statements and an action plan which was aligned for attaining the mission of the institute disseminates the vision and mission to all stakeholders and involves them in forming Annual Quality Assurance Report. Usually, Principal formulated the action plans and interacts with stakeholders and student representative for implementation. IQAC conducts the meeting and takes decisions regarding initiatives to be taken for academic development and related activities. The resolutions are forwarded to G.B/Administrator whenever necessary for implementation.

SWOC analysis is undertaken at the department and institution level to ensure that the college moves in its trajectory. The wide range of academic activities supplemented by the co-curricular, extra-curricular activities, the extensions and outreach programmes ensure the improvement and development of the students.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharmahavidyalaya.ac.in/mission_vision.php
Upload any additional information	View File

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

The institution created its effective leadership by using its human resources. Formation of different committees constituted the decentralization process. Teaching and nonteaching staffs were proportionately represented in the Governing Body and are equally responsible for implementation of different policies. Participative management is practiced in the college through following sub committees. These are, RUSA Committee, Building sub-committee, Academic sub-committee, B.P.Ed & M.P.Ed sub-committee, Vocational Courses sub-committee, Library sub-committee, Purchase committee, Finance committee, Development committee, Tender sub-committee, Electric sub-committee, Computer subcommittee, Provident-fund subcommittee, Examination sub-committee, Internal Complaints committee, Students Redressal cell, Sexual Harassment Redressal Cell, Research Cell, Women's Cell, Environment Cell, Green Club, Institutional Innovation Council (IIC), IQAC. Through the functioning of these committees at different levels with proper stake holder representation and periodic meetings of these bodies, it is ensured that all activities of the college like planning developments, academic calendar preparation, quality venture initiation, fund procurement and allocation, maintenance of discipline and code of conduct, conduct of examinations, conducting various events, extension activities etc. are carried out with the active involvement and belongingness of staff members. Decentralization and participative management are the backbone of the PF Committee of the college. Though the Principal of the college is the Manager of the fund, one senior Associate Professor is appointed as a Convener of the committee. Transparency is maintained regarding the deposit through regular

annual financial audit of the fund.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/1671784167Organogram.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college develops its strategic plans after discussions held in the IQAC meetings and meetings of the Governing Body. As both these bodies have adequate stakeholder representation, all long-term plans, after fruitful and elaborate discussion in these bodies, are discussed in the college level bodies and finalized after incorporating suggestions and opinions. Adequate taskforces are set up in the college for the successful implementation. Among the strategic plans that have been successfully implemented during the last year, an infrastructural development project with the aim of providing better academic facilities and student housing amenities is worth mentioning. Considering the requirement for additional classrooms, the college has strategically planned the construction of 2nd floor of Baneswar Maity Bijnan Bhavan. However, the college management decided to raise funds from various sources and complete it from its own fund. This extension of 2nd floor now accommodates the Departments of Physics, Botany and Physiology.

Besides, for the construction of cycle stand, a strategic plan was devised, and decided to send this project proposal to local MLA for getting the approval of fund through District Magistrate Office. After getting approval we sent the plan estimate vetted by qualified engineer to District Magistrate Office through Block Development office for fund release. After release of fund, we have done e-tender and after evaluation of both technical and financial bid carefully work order has been placed to lowest vendor for doing the work and the project was successfully completed in the last of 2021.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/1671784167Organogram.pdf
Upload any additional information	View File

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

Yes, the functioning of institutional bodies is effective and efficient which is reflecting through policies, administrative setup. For appointment and service rules college follows the regulations of college service commission, Govt. of West Bengal.

Governing Body of the college works in close contact with Principal to regulate and maintain congenial and academic environment throughout the year. This body is responsible for management of financial resources and infrastructural development. The Principal as secretary of this body, serves as liaison between staff and management committee. The management committee members ensure the activities of the college carried out in accordance with the objectives of the institution. The Principal is given the academic and administrative freedom to carry out his responsibilities which is done through the participation and involvement of staff members and stakeholders. Based on the feedback collected from the students, parents, and other stakeholders on the curricular, co-curricular, academic, and administrative pursuits of the college, directions for performance improvement are given.

The GB structure is as follows: 1. President 2. Principal (Secretary) 3. Govt. Nominee-02, 4. University Nominee -02, 5. Teachers' Representative-03, 6. Non-teaching Staff Representative- 01, 7. Donor Member 01, 8. Higher Education Nominee 01, 9. Students' Representative-01, Total 13

The Internal Quality Assurance Cell ensures the overall quality through measures taken for performance enhancement of the college and through the conduct of academic and administrative audit. The day-to-day activities are executed with the help of

Teachers Council consisting of all the teaching faculty members and Librarian. The College Bursar in consultation with the Principal, manages accounting, budget finalisation and other related matters.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharmahavidyalaya.ac.in/iqac.php
Link to Organogram of the institution webpage	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/1671784167Organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The college has initiated staff welfare schemes and measures, both financial and material. These are

Extramural Welfare Schemes:

Convenient loan with minimum interest from the college co-operative for Teaching, non-teaching, Librarian members, Festival advance and Ex-gratia for non-teaching and contractual staff,

Advance without interest for contractual non-teaching staff and SACT teachers, Free accommodation to the contractual teachers in Hostel, Felicitation during farewell ceremony of the employees, Free shelter at the time of flood or any type of natural disasters for local employees, Appointing the wards of immature death of employees, Usage of college library is open for the wards of employees for Higher studies, EPF Scheme for casual and contractual non-teaching staff with an institutional contribution of 12% of basic pay.

Intramural Welfare Schemes

Canteen, Guest rooms, first aid facilities, Rest room and Ramp facilities for differently abled employees, Auditorium, Free usage of Gymnasium, TV with cable connection, refrigerators, musical instruments, Safe locker for individual employee, Vending machine for women employee.

Other Welfare Initiatives include:

Salary advance is provided to the staff till they get approval from government and on emergency situations. Provident Fund and arrangement of PF Loans. Leave benefits including Casual Leave, Medical leave, On Duty Leave, Maternity Leave for 180 days, Paternity Leave, Earned Leave Surrender, child cre leave etc. Allowing deputation to pursue research and the permission to utilize the infrastructural facilities such as laboratory. Financial assistance for participation in conferences and workshop. Staff members are appreciated for their achievements and gifts of appreciation are given.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/16811312426.3.1.pdf
Upload any additional information	View File

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

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

2

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

3

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

17

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The Institution has different mechanisms for evaluating the performance of the teachers. The teachers usually maintain a Daily Work Diary where in the details of classes taken, examination related work, other activities, research related activities etc are recorded by the teacher. It is verified by the Principal to ensure that the work assigned has been properly discharged. Yearly performance Statements are also submitted in University prescribed format by each teacher . The teacher provides a summary of classes engaged including remedial classes, project guidance etc. This document is verified by IQAC and forwarded to the University Office. Teacher prepares an Annual performance Based Appraisal system which contains different sections covering Teaching Learning Evaluation Process, Participation in administrative and co-curricular activities, etc. The details are collected by the Principal & IQAC for action taken. Moreover, the institution collects students feedback and duly analyse in addition to Performance Appraisal System. The IQAC and the Principal prepare a confidential report of every Teacher. The Principal evaluates the performance of each Non-teaching Staff member with the help of the Office Head Clerk. The questionnaire contains questions related to the technical abilities, job performance based on files handled and completed, drafting and communication abilities, competency, and overall quality of work.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharimahavidyalaya.ac.in/images/IQAC_NACC/16811308546.3.5.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Accounting and auditing systems of any institution plays an important role in enhancing transparency and financial discipline. Recognizing the same, the college has established a well-oiled machinery to conduct internal and external financial audits regularly and systematically.

a. Statutory audit by External Audit officer appointed by the Government of West Bengal Statutory audit of the college pertaining to the utilization of funds, cashbook verification etc is done by specialized team appointed by the Government of West Bengal. The team visits the college office, verifies all documents, ensures the procedural formalities, raises queries, and finalises the report of the audit conducted. The audit process is done on an annual basis.

Financial Audit of Individual Departments by Internal Auditor The departments are sanctioned funds for utilization for book banks, repairs, and maintenance, conduct of seminars, student benefit schemes etc. Towards the end of every year, the Principal appoints an Internal Audit team for every department, section etc. for the proper verification of records, accounts of funds sanctioned and also verification of Assets and Asset Register. The team comprises of staff members from other departments and is coordinated by the host HoD. A separate team is entrusted with the audit of library.

All these mechanisms ensure that the fund utilization is in the most transparent manner and financial records are maintained properly. Any query raised by the auditor is cleared by a team of Office Superintendent, Head Accountant, Bursar and Management staff in charge of finance..

File Description	Documents
Paste link for additional information	http://www.mugberiagangadharmahavidyalaya.ac.in/images/FA/1685447978audit-2021-2022.pdf
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0.36

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The Institution has a well-planned mechanism and policy for raising of funds and utilization of the same. Being a grant-in-aid institution, a considerable portion of the funds of the college received from the State Government is used for the disbursement of staff salary. The 50% tuition fees from the students are deposited to the State Government account in the treasury and rest funds are allocated to the college under permissible heads such as purchase of laboratory equipment, library books and journals, conduct of seminars, College Union activities, Building Extention, Repair & Maintenance etc. As fees from the students is a major source of revenue the college takes special initiative to admit students in such a way that all sanctioned seats are filled up. Alumni Association, well-wishers, contribute funds for specific activities like for infrastructural development. Project proposals are submitted to the funding agencies like HE, WBDST, DBT, UGC and RUSA for various projects like General assistance for UG and PG, Research Promotion,

Infrastructural development, Promotion of Sports activities, construction of hostel etc. The Finance Section looks after the timely utilization as per schemes of the same .

For proper utilization of the fund, budget is prepared every year. Utilization of the fund is monitored with the help of various bodies of the college namely the Governing Body, Construction and Purchase Committee, Project Monitoring Committee etc. Utilization Certificates of all grants are submitted as per the norms of the funding agency after auditing through CA or Govt Auditor.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/16811315416.4.3.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

IQAC of the College was established on 20/09/2007 for quality assurance, quality up-gradation, assessment and accreditation. Since then, IQAC has become instrumental in suggesting a number of quality improvement measures in the college.

Mentoring the Students The objective of the Practice is to motivate, support and guide the students in their academic pursuits along with facing challenges in life. The mentoring process is aimed at to address it by supporting and guiding the mentees to enable them to face the challenges. The process is governed by a combined policy followed in every departments and are asked to divide the mentees and form groups of not more than 20 mentees. The faculty members are issued appointment letters to act as mentor of their groups. The mentors discuss both academic and non-academic issues and encourage the mentees to share their problems.

Besides this IQAC has taken following initiatives for institutionalization of the quality culture: Preparation of Perspective plan Preparation of Academic Calendar/ college prospectus Conducting meetings periodically Timely submission of

AQAR to NAAC Participation in NIRF Conducts quality audits
Collection and analysis of feedback from stakeholders. Organising
staff and student development programme Green campus initiatives
Publication of IQAC news-letter

File Description	Documents
Paste link for additional information	http://mugberiagangadharmahavidyalaya.ac.in/iqac.php
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC has taken a pro-active role in the improvement of the structure and operations of the institution, focusing specially on Teaching Learning Process. All activities are planned and executed in accordance with the academic calendar published by the IQAC. After the admission of a student to a particular class the teacher-in-charge of the class will initiate steps to assess the basic understanding level of the students by way of induction programme, quiz, short presentations, discussions etc. The mentor identifies the strengths and the weaknesses of the student through constant interaction. The IQAC arranges special motivational programmes for advanced learners and slow learners. The students are also offered add on courses which help to improve their knowledge base. Experiential learning such as field visits and studies, as well as On the Job training programmes .In the recent years and also with the advent of Covid-19, the online mode teaching and learning has been facilitated by the use of platforms like Zoom, Google Meet etc. replacing the physical class room .The students were encouraged to make use of additional computer facilities by offering certificate courses which has led to an overall academic and skill improvement. The IQAC has also been instrumental in developing and improving both academic and physical facilities of the campus.

File Description	Documents
Paste link for additional information	https://www.mugberiagangadharmahavidyalaya.ac.in/iqac.php
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/1684157773Annual%20Report_21-22.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The College tries its level best to take measures for the promotion of gender equity throughout the year. For overall awareness about promotion of gender equity issue, the college organizes seminars, discussions, outreach activities and workshops on gender issues. At present the male female ratio in the college is 32:58. The number of female casual workforce in the college are 44% with respect to the male casual workers

(56%). There is a separate common room for female students besides male common room. Attendants are provided for both the Common Rooms. Toilet facilities have been provided equally for both Girls' and Boys'. Self-defence Martial Art training programs for students are organised regularly. The hostel superintendents are provided for both Girls' and Boys' Hostels. ID Cards are issued to all the students irrespective of gender, to prevent the outsiders. The college has an Internal Complaints Committee, Prevention of Sexual Harassment Cell, Women's Cell, Anti-Ragging Committee and Discipline Enforcement Committee to promote equal opportunities for both girls and boys students. To spread awareness among the girls' students, special papers as prescribed in the University syllabus related to Gender issues and Women's Writing are taught. There are separate special events in sports and cultural programs for the girls students. Girls students representatives are mandatorily included in various working committees.

File Description	Documents
Annual gender sensitization action plan	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/1675932121GSAP%2021-22.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/1676445474GENDER%20EQUITY%2021-22%20pdf.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college integrates the waste management system along with campus cleaning for better efficiency and sustainability. The main initiatives taken for the waste management are given as below:

Solid waste management

The college provides separate Dust bins for degradable and non degradable solid waste before each department and corridors of the college to collect solid waste and bio degradable waste are used for Vermi Composting for organic manure that can be used for organic farming thereby minimizing waste effectively. Besides, the College has signed a MoU with SOLID LIQUID WASTE MANAGEMENT PROJECT, Bhupatinagar for management of solid waste throughout the year.

Liquid waste management:

The college has a proper sewage system in all the washrooms of the college, canteen and departments with laboratory. The college takes appropriate care to prevent water stagnation and mosquito breeding. The rain water from the terrace of the college is directed towards the pond through pipes that ensures a recharge of the water .

E-Waste Management:

The e-waste is collected from the department and stored in a specific waste-collection bin and submitted to concern vendor for its proper management.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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	C. Any 2 of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2.Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The College imparts its students values of mutual respect, effective interpersonal relationship, love for the motherland and explicit understanding to create an inclusive environment, fostering tolerance and harmony towards cultural, regional, linguistic, communal socio-economic diversities. Staff members

dedicatedly preach and practice these values among the students during the course of teaching every day.

1. The college organizes Pre-Puja Celebration ,International Mother's Language Day, Cultural programme on Saraswati Puja , National Science day, Farewell Programme, Raksha Bandhan Utsav etc. every year.

2. The socially-backwards students like ST/SC/OBC /Minorities are offered special privileges for admission by seat reservation, by offering scholarship opportunities from the college resources, State Government and central Government.

3. Webinars are held to aware the students of various schemes like Student Credit card and scholarships so that financially weak students can avail these opportunities.

4. Our staff and students organise Community Services ,Human Rights, Women's issues, and awareness programme through NSS ,NCC, Unnata Bharat, Eco Club, Covid-19 Help Group of the college.

5. Mentor-group meetings are held regularly and students are encouraged to share their problems - academic or personal with their mentors.

6. Teachers adopt the bi-lingual mode of teaching, wherever required, to assist students with linguistic challenges.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Responsibilities

The college fosters community responsibility by organising blood donation camps . The HEIs make special efforts to inculcate democratic values as well as responsibilities in order to be good citizens. The affiliating university has made two courses mandatory for UG first and third year students viz. 'Democracy,

Elections and Good Governance' and 'Introduction to Indian Constitution' respectively. A 'Certificate Course on Human Rights' was conducted in the college. The institution upholds human values and extends flood relief to the needy victims of natural disasters.

To promote a sustainable environment, Swachh Bharat campaigns and Tree Plantation drives are organised. As part of the campaigns, environmentally safe practices such as plastic ban, tobacco bans, the importance of water conservation, and pollution-free zones are promoted regularly. Awareness programmes for proper E-waste disposal are also organised

Democratic values

Voter awareness programmes were organized to create awareness and strengthen democracy. Day celebrations like Constitution Day, 26th January "Republic Day, 15th August as Independence Day, Voters' Day and Human Rights Day are celebrated. A new-voter registration campaign was also organized in the college.

Citizens' rights

A programme involving local police personnel on cyber security is organized.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.mugberiagangadharimahavidyalaya.ac.in/images/IQAC_NACC/1677387727constitutional%20obligations.pdf
Any other relevant information	https://www.mugberiagangadharimahavidyalaya.ac.in/images/IQAC_NACC/1677388509Constitutional%20obligation%20list.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators

A. All of the above

and other staff **4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

The institution has organised several programs to commemorate significant national and international events such as seminar on 75 years of Independence Azadika Amrit Mahotsab, 73rd Republic day, 126th Birthday celebration of Netaji Subhas Chandra Bose, Gandhi Jayanti, International Women's Day ,International Yoga Day, International plastic bag free day, International Music day to mention a few among many others. We have organised relevant webinars, seminar and awareness programs, to engage students and faculty members in celebrating the importance of these events. Some notable events are Independence Day Celebration, NSS Day, 26.10.2021- Ishwarchandra Vidyasagar birthday celebration 02.10.2021- Gandhi Jayanti Celebration 11.11.2021- State Level Webinar organised by NSS units on "Maulana Abul Kalam Azad: His Contribution to the Indian Education System" to commemorate National Education Day 26.11.2021- Observation of Constitution Day by reading out the Preamble 23.01.2021- 125th Birth Anniversary of Netaji Subhas Chandra Bose 26.01.2022- 72nd Republic Day Celebration 02.07.2022 - 59th college foundation day 08.03.2021- State Level Webinar on "Women in Leadership: Challenges for Achieving an Equal Future in Covid 19 World", organised by Women Cell- Celebration of 171th Birth Anniversary of Rabindranath Tagore The detailed reports on the commemorative days observed in the college are uploaded below

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

BEST PRACTICE - I

Establishment of IIC (Institution's Innovation Council) at the institute

As per guidelines set up by MoE's Innovation Cell (MIC) and AICTE, Govt. of India, our institution has established IIC from 2018-19 and continued its activities still now to promote Innovation and Start-up in the campus.

Objectives

To envision an educational system oriented towards start-ups and entrepreneurship opportunities for student and faculties.

Context

In the year 2018, Ministry of Education (MoE), through MIC, launched IIC programme in collaboration with AICTE for Higher Educational Institutions (HEIs).

Practice

From its beginning, the college are organizing various activities prescribed by IIC, MIC on innovation, entrepreneurship, start-up, intellectual property rights etc. to encourage both students and faculties.

Evidence of success

The institute obtained 1.5 stars among 5 stars during 2019-20, 2.5

stars during 2020-21 and 3.5 stars during 2021-22 for undertaking various activities prescribed by IIC.

BEST PRACTICE - I1

Promotion of Sustainable Environment

Objectives

Due to the urgency of environmental conservation and environment sustainability among the students and staff Several Campaigns is necessary.

Context

Discouraging use of polythene by Unnata Bharat and NSS. Maintaining green campus and medicinal garden .Vehicle-free campus on Thursday. The college has about 363 varieties of trees, one pond located inside the campus .The Solar Power Plant A 10 KWH was installed . One Vermicompost Unit in the college.

Success

The whole fraternity needs to be educated and motivated toward sustainability. Continuous efforts are made to create a general shift in the mindsets of the students and college staff toward promoting environmental consciousness.

File Description	Documents
Best practices in the Institutional website	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/1682254058Best%20Practice%20-1%20%20%20%202021-%202022.pdf
Any other relevant information	https://www.mugberiagangadharmahavidyalaya.ac.in/images/IQAC_NACC/1682253754Related_information_Best_practice_I_II.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Mugberia Gangadhar Mahavidyalaya is located in a rural and backward area . Our institutional distinctiveness lies in the

fact that due to its locational status where a student from rural, backward and weaker sections, our primary target and challenge is to provide our students with the opportunity for Higher Education at a minimum financial cost. Our college has upgraded itself as per need of the time and amalgamated conventional teaching-learning methods with digital learning. In addition to conventional teaching-learning, Skill-based Certificate course in Tax Practice, Communicative English, Business Management, Yoga Therapeutic, Vermi Composting, Community college in Tourism & Hotel Management, Diploma in Computer and IT, Vermi Composting, B.Voc in Food Processing, Tourism & Hotel Management, M.Voc in Food Technology, Nutrition & Management. Soft Skill development in Basic Computer training, and Mushroom cultivation, Preparation of Vermi Composting is done after class hours to empower them with various skills for self-reliance and entrepreneurship development and to make them job-ready. Our college has therefore created a holistic environment for learning with the blending of conventional teaching-learning method with ICT and Vocational programme so that students develop proficiency not only in their own subject but grows into skilled individuals, compassionate and abiding citizens of this nation.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Curriculum

To open more PG courses in Chemistry and Zoology.

To open more Certificate Courses/ Short term courses in several depts. of the college.

Teaching-Learning & Evaluation

Activation of Evaluation on Teaching and Learning through Tutor-Ward system.

Remedial programme for students.

Evaluation on Teaching and Learning with the assistance of students' Feedback.

Evaluation and Reformation of UG and PG Examination System

Research & Extension

Publication of Research Journal of various departments of the College.

Initiative for National & International Linkage for startups/small entrepreneurs through Institutional Innovative Council (IIC). Organize National / International Seminar / Conference in both online and offline mode.

Publication of Research Paper in various UGC care listed journals i.e. SCOPUS/WEB OF SCIENCE/SCI/ICI.

Infrastructure

Extension of central library.

Extension of Smart Class rooms of every department.

Innovative Practices

Parent-Mentors Association.

Students' Feedback.

Academic Counseling.

Teachers' Performance Appraisal.

Student Progression

Planning specific programme to aware students to join Different State Services, Central Services etc.

Organization of Seminars / Workshop for entrepreneurship development among the students.

Online databank on study materials for general access to students through college website Institutional Commitment towards community Formation of Blood Donors' Club from student's community.

Organization & Management

Planning and Development Strategies for resource generation.

Budgeting and optimum utilization of finance, reflected in up-to-date audit.

Improvement of Teacher-Student ratio for better Academic Development.

4th Cycle NAAC Accreditation in 2024

Proposal of Community Service through Micro-Savings.

Formation of Blood Donors' Club from students community.

Proposal of Community Service through Micro-Savings.