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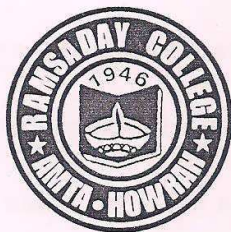
IQAC-RAMSADAY COLLEGE, AMTA | 2010

RAMSADAY COLLEGE

*Affiliated to the University of Calcutta & Recognised under (2f)
and 12 (B) of The UGC Act, 1956*

(An Institution Accredited by NAAC 'Grade-B')

P.O. - AMTA ♦ DIST. - HOWRAH ♦ PIN. - 711 401



ANNUAL QUALITY ASSURANCE REPORT (AQAR)

PERIOD : 2009-2010



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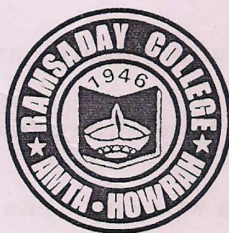
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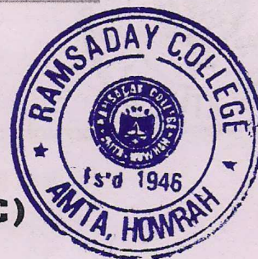
ANNUAL QUALITY ASSURANCE REPORT (AQAR)

PERIOD : 2009–2010

RAMSADAY COLLEGE

AMTA ♦ HOWRAH

INTERNAL QUALITY ASSURANCE CELL (IQAC)



Steering Committee for IQAC

Chairperson : **Dr. Anup Kumar Sikdar**, Secretary and Principal,
Ramsaday College.

Coordinator : **Dr. Deb Kumar Mukherjee**, Associate Prof. Deptt of Chemistry,
Ramsaday College.

Administrative Officers :

- i. Bursar (Ex-officio), **Dr. Santinath Ghosh**, Associate Prof., Deptt. of Mathematics, Ramsaday College.
- ii. Librarian (Ex-officio), **Mrs. Soma Halder**, Librarian, Ramsaday College.
- iii. Head Clerk (Ex-officio), **Sri Asit Baran Chakraborty**, Head Clerk, Ramsaday College.
- iv. Accountant (Ex-officio), **Sri Arun Kumar Banerjee**, Accountant, Ramsaday College.

Members (Teacher's representative)

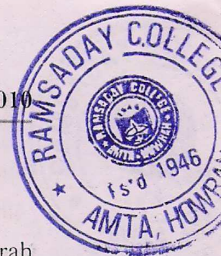
1. **Dr. Rabindranath Maiti** – Associate Prof & Head, Department of Chemistry.
2. **Prof. Parthajit Hazra** – Associate Prof & Head, Department of Commerce.
3. **Dr. Ramesh Chandra Sahoo** – Secretary, Teachers' Council, Associate Prof. Deptt. of Pol. Sc.
4. **Prof. (Mrs.) Padmasana Chattopadhyay** – Asst. Prof. & Head, Department of English.
5. **Prof. Subrata Roychowdhury** – Asst. Prof., Department of Mathematics.
6. **Prof. Tapan Kumar Bar** – Asst. Prof. & Head, Department of Bengali.

Members of Management :

1. **Sri Nimai Manna** (Government Nominee, GB)
2. **Sri Dibakar Karati** (University Nominee, GB)

Members from local Society :

1. **Sri Pratyush Mukherjee** (M.L.A.)
2. **Sri Subhomoy Mitra** (Sub-divisional Information & Cultural Officer)
3. **Sri Nurul Islam** (Secretary, Al-Amin Mission, Udaynarayanpur, Howrah)



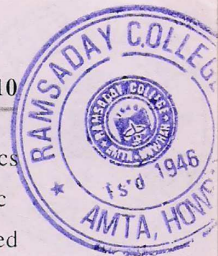
OVERALL ANALYSIS BY NAAC PEER TEAM :

Ramsaday College, popularly known as Amta College, situated in Amta in Howrah District, is a rural college. Over the years, the college has worked toward achieving its goals and objectives. The peer team appreciates :

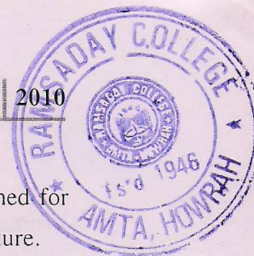
- Committees at various levels to ensure transparency
- Involvement of teachers and employees in various programmes.
- Optimal use of infrastructure.
- Freedom to appoint teachers on ad-hoc basis
- Archaeological and folk art objects collected by the Senior-most teacher of History from the surrounding area and displayed in the college
- A well laid-out garden maintained by the NSS unit
- Support extended by the teachers' council to the poorest of the poor students
- The practice of department library for the benefit of students
- Health check up for students, staff and poor community members in its health center.
- Effort to give scholarships and freeships to poor students.
- Rank in Mathematics and several first class in the University final examination
- Publication of college magazine and two wall magazine on regular basis.
- Website of the college helps others to know the facilities and courses offered by the college.

In order to promote the college into a centre of excellence, the Peer Team suggests the following :

- During its sixty years of existence, the college has introduced only a limited number of degree programmes. It is time for the college now for giving a new orientation to the course structure so as to march ahead with the needs of the time. The proposed expansion may take note of the needs and aspirations of the people of the catchment area of the institution. Courses in Management, IT and agro-based aspects may be gradually introduced.



- Some traditional departments, e.g., History, Commerce, Economics have the potential to bring out diversity into their academic programmes and they may be encouraged to introduce need-based 'add on' professional courses.
- There is an urgent need to introduce certificate course in Communicative English.
- Though 14 teachers have Ph. D. degree, publications in the last five years have been somewhat limited. Only a few teachers are actively publishing papers. Hence, the departments may be motivated to take up Major / Minor research projects funded by the UGC and other organisations for sustaining their interest in research.
- A Research Development Committee may be constituted for planning and overseeing research activity of the faculty.
- A Quality Assurance Cell may be started at the earliest.
- The use of the new teaching methods by the teachers may be encouraged. Use of audio-visual aids should be enlarged.
- Subjects like Geography, Sociology, Psychology, Microbiology, Computer Science and Mass Communication may be started in a phased manner
- Laboratory infrastructure improve has to be given priority.
- UGC funding for shorting-term courses, remedial coaching, coaching for competitive examinations and instruments acquisition may be urgently explored.
- The Computer Centre may be expanded with Internet and LAN facilities and short-term courses may be designed for the students.
- More use of computers may be made in the library and the college office.
- The library should be expanded and enriched with new and latest publications.
- Computerization of library be undertaken on priority basis.
- The Alumni Association may be strengthened and registered.
- The grievance redressal mechanism may be strengthened to function as a semi-autonomous unit.



- The UGC and the Ministry of Youth Affairs may be approached for creating multi-gym facility and developing sports infrastructure.
- Advanced students should be encouraged to do better by giving them special coaching.
- A Parents-Teacher Association may be formed. This together with the Alumni Association can play an important role in the development of the college.
- A hostel for the girl students appears necessary.
- Introduction of women oriented programmes specific to the needs of the region, such as Home Science, Women Entrepreneurship and Rural Development and Management may be considered.
- The college should explore the possibilities of getting financial assistance from the welfare schemes of industries situated in the region.
- Construction of an auditorium with conference/seminar facilities is an urgent necessity.
- The college may prepare a vision plan for next five years to achieve its objective.

Dr. Anup Kumar Sharma
Principal
Ramsaday College



The Peer Team place on record its appreciation of the initiative and dynamism shown by Principal, the Coordinator of the NAAC Steering Committee Staff, Students, Parents and Alumni for NAAC accreditation and for the warm hospitality extended to the team during its visit to the college.

Name and Signatures of the Peer Team

Prof. AC Bhagabati :
Sd/-.....

Prof. Jagadeesha :
Sd/-.....

Prof. Mrigen Das :
Sd/-.....

I agree with the observations and recommendations made by the Peer Team in this Report.

Sd/-
.....
Dr. Anup Kumar Sikdar
Principal,
Ramsaday College

Amta, Howrah District
West Bengal, 711 401
Date : 27th February 2007



Institution Data

1. Name and address of the Institution :

Name :	RAMSADAY COLLEGE				
Address :	Post Office : AMTA				
City :	District : Howrah	State : West Bengal	Pin Code : 711 401		

2. For Communication :

Office

Name	Area/ STD code	Tel. No.	Mobile No.	Fax No. (college)	E-mail
Principal : <i>Dr. Anup Kumar Sikdar</i>	03214	260251	9830127444	03214-265471	anup.sikdar@rediffmail.com
Vice Principal : <i>Prof. Praloy Talapatra</i>	03214	260251	9874766227	03214-265471	
RAMSADAY COLLEGE	03214	260251	-----	03214-265471	ramsaday.college@yahoo.in www.ramsadaycollege.com
IQAC-Coordinator <i>Dr. Debkumar Mukherjee</i>	03214	260251	9433352385	03214-265471	debkumarmukherjee@rediffmail.com

Residence

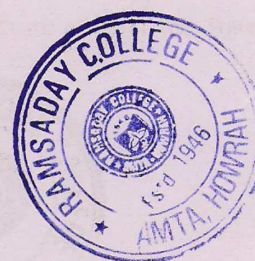
Name	Area/ STD code	Tel. No.	Mobile No.	E-mail
Principal : <i>Dr. Anup Kumar Sikdar</i>	033	26679318	9830127444	anup.sikdar@rediffmail.com
Vice Principal : <i>Prof. Praloy Talapatra</i>	033	25424707	9874766227	
IQAC-Coordinator : <i>Dr. Debkumar Mukherjee</i>	033	24029402	9433352385	debkumarmukherjee@rediffmail.com

3. Financial category of the college :

Grant-in-aid : ☒4. Type of college : Affiliated ☒

5. a) Date of establishment of the college : Date, Month & Year

01-08-1946

b) University to which the college is affiliated : **University of Calcutta**6. Dates of UGC recognition : Under 2(f) : **16-06-1966 and 12 (B) : 18-05-2007**

Part-A

Criterion I : Curricular Aspects

Plan of Action :

1. To introduce subjects like Journalism & Mass Communication, Film Studies, Psychology, Defence Studies, Microbiology, Electronics at the undergraduate level.
2. To introduce PG-courses under Distance Education Study Center at Ramsaday College in collaboration with Vidyasagar University, Midnapore (West Bengal) especially in the stream of Physics, Chemistry & Nutrition & dietetics.
3. To popularize computer training course and spoken English course among our past and current students.

Actions executed :

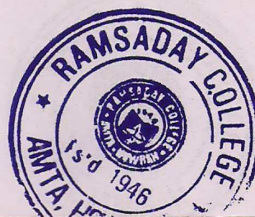
1. The following subjects have been introduced in the academic session 2009-10

New subjects	Inaugural Session	Intake Capacity
Education (Hons.)	2009-10	50
Sanskrit (Hons.)	2009-10	75
Food & Nutrition (Hons.)	2009-10	25
Food & Nutrition (Gen.)	2009-10	25

The team of University experts after inspecting the available infrastructure, library facilities, faculty intake process and student strength have decided to open new subjects like Journalism & Mass Communication, Microbiology, Sociology, Psychology from the next academic session ie 20011-2012. The team has recommended upgradation of the existing laboratory facilities before opening up subjects like Microbiology, Electronics, Journalism, and Film Studies. The intake capacity of students in the following subjects has been raised from the academic session 2009-2010.

Subject	Intake Capacity (2008-2009)	Intake Capacity (2009-2010)
Bengali (Hons)	175	185
English (Hons)	85	100
Sanskrit (Hons)	50	75
Zoology (Hons)	20	25
Geography (Hons)	20	30
Geography (Gen)	35	50

The Post Graduate Department of Ramsaday College under DDE, VU has remarkable progress for extending the Higher Education among the students who were unable to attend the regular university classes at Post Graduate level. Students from all over the State



participated in the courses like M.A. (Bengali, History, English, Sanskrit, Pol. Sc.), M.Sc (Geography, Env. Sc., Applied Mathematics), M.Com at the college center. A total of 60 hours class room coaching was conducted in each of the courses by reputed & distinguished faculties from various Colleges, Universities and Management organizations. After completion of Part-I / Part-II academic lesson, a test examination was conducted by the R.S.C. Study Center. Special attention was given to the academically weaker section of the students.

**M.A./M.Sc./M.Com. Students admitted in Part-I Post Graduate (P.G.)
(2009–2010) Under DDE, Vidyasagar University, Ramsaday College Study Center**

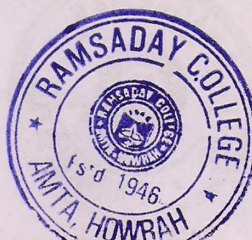
Courses taught (2 Year program)	Degree to be awarded	Student Enrolled Male	Student Enrolled Female	Total
Bengali	M.A.	6	51	57
English	M.A.	15	10	25
History	M.A.	34	52	86
Political Science	M.A.	01	04	05
Geography	M.Sc.	27	33	60
Applied Mathematics	M.Sc.	02	00	02
Environmental Science	M.Sc.	05	05	10
Commerce	M.Com.	03	00	03

3. The training program in Computer has been taken up by IIJT Computer Education Ltd. on and from September, 2010 and started its function in a phased manner.

Criterion II : Teaching, Learning and Evaluation

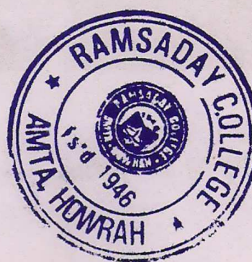
Plan of Action :

1. Remedial coaching programme for academically weak students.
2. Evaluation of the teaching and learning process with assistance from students' feedback and suggestions from the Academic Sub-committee.
3. To popularise the concept of Departmental library among students.
4. To introduce and inculcate the concept of Seminar talk by students. Students should be encouraged to deliver short lectures on popular and subject related topics on regular basis.
5. To use computer softwares available in the academic market as an effective tool to teaching and learning process.
6. To initiate all possible measures to fill up the existing vacant faculty positions and create new approved posts in subjects like Food & Nutrition, Comp. Sc., Philosophy and Sociology.

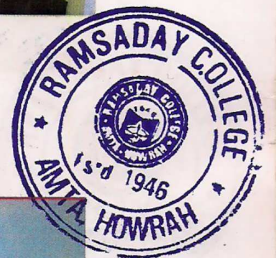
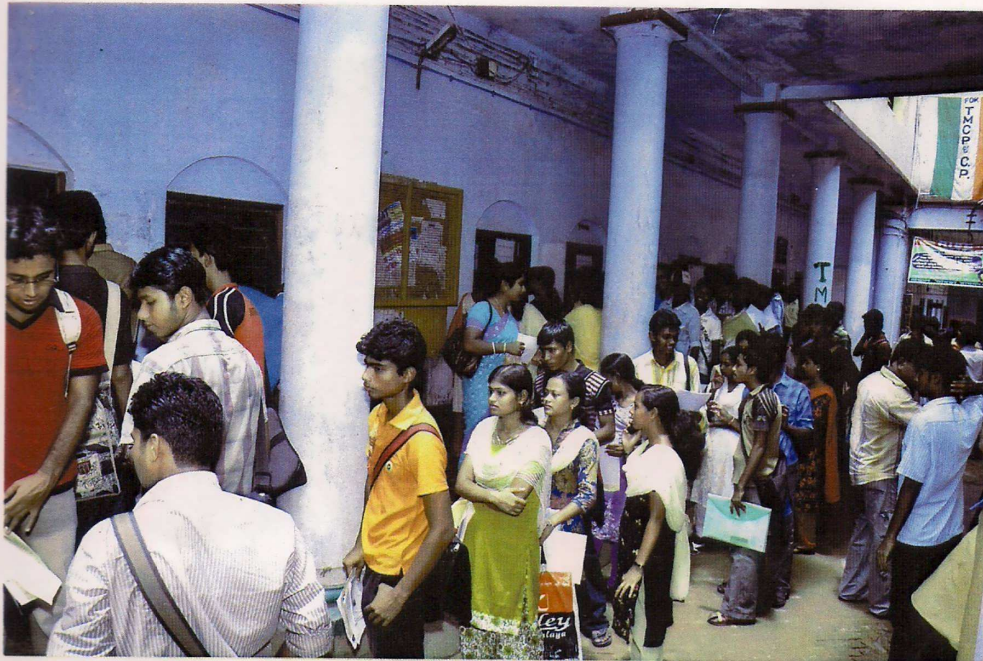


Actions Implemented :

1. The rural students of our college represent the true picture of rural Bengal. Many of our students come from a very poor background, some of them are even first generation learners and many do not have the livelihood or means to support the burden of Higher education. Taking into consideration this heterogeneous amalgamation of student mass, remedial coaching programme for students have been taken seriously by our teachers. Academically weak students are taken special care to improve their standard of writing skill and tackle the questions which are more basic and commonly asked for. Solved answers of would be questions are supplied to them regularly in classes and they are asked to give monthly tests on them. Students living below the poverty line are financially assisted during the period of University registration and form fill-up process by college authority through Free studentship/Half-fee studentship.
2. The final year students of all the three streams (B.A./B.Sc./B.Com) are given the opportunity to evaluate the performance of their teachers (both full-time and part-time teachers) . They are provided printed questioners having a ten point scale and have the freedom to put down their remarks and comments. Questions include the timely completion of syllabus by the teacher, punctuality and availability in allotted classes, quality of teaching, assistance outside the classrooms and many more. The format is then studied by the Principal who sits with the concerned teachers and the respective Heads of the departments. The total outcome of feedback is then discussed in the Academic Sub-committee.
3. Most of the departments have their own departmental libraries. The departments have taken steps to declare one particular day and time slot of their choice as the Seminar library day and to popularize the concept of book reading among the students.
4. It has been decided in the academic sub-committee that students should be encouraged to deliver short lectures on subject related topics on a monthly basis and award to be declared for the best performer on an annual basis. Science students (preferably final year of I+I+I system) should be guided to write short projects on current topics and these to be circulated among students of different years. The best project writing will be published annually on the college magazine.
5. Computer software available in the academic market and those downloaded from various portals are used as an effective tool to teaching and learning process. Power point presentation and slide projectors are mostly used by faculty of the Science stream as an aid to the teaching process.

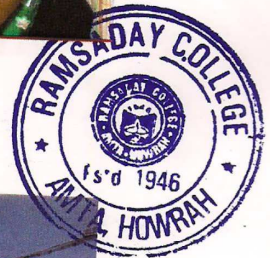


Gathering of students for admission in 1st yr Degree course.



Students
Professors of different classes verify their admission forms for preparation of Final Merit before submission to the College office

Running students assist the freshers for filling up the admission application form of College.



Professors of different classes verify the admission form for preparation of Final Merit

6. Five more full-time faculty positions have been created in disciplines like Education, Sanskrit, Geography, Anthropology and Physical Education. The college authority has already moved to the Higher Education Department, Govt. of West Bengal for creation of approved posts in the newly introduced subjects like Sociology, Philosophy and Computer Science. The total number of sanctioned teaching posts is now 35. Since there are 10 posts lying vacant, efforts are now being made to fill up these positions. Part-time teachers have been recruited as per Calcutta University rules & regulations in various subjects to fill up the void created due to retirement of teachers.

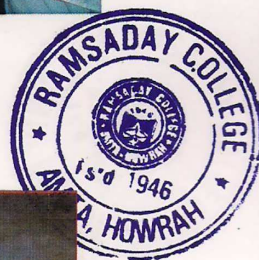
Criterion III : Research and Extension

Plan of Actions :

1. Promotion of research culture among faculty members and students.
2. To request all departments to send proposals to organize workshops/seminars in the college campus.
3. To encourage faculty members and students to participate in UGC sponsored seminars and workshops.
4. To undertake more community related projects especially for the backward and physically challenged people of the society.

Actions executed :

1. Teachers should be encouraged to take up research projects either individually or on a collaborative basis. At present two minor research grants from the UGC (Eastern Regional Office) are in operation in the Department of Chemistry and in the Department of History. One of our teachers from the Deptt. of Chemistry (Dr. Deb Kumar Mukherjee) is associated with an industrial project sponsored and financed by a multinational firm in Mumbai.
2. The Department of Bengali has organised a State level seminar with the assistance of Education Deptt., Govt. of W.B. on 'Satabarshe Gitangali' at the college campus in the month of (March, 2010). The Deptt. of Geography has also organised a seminar, on "Land use & sustainable development" in the month of Feb. 2010 at College Campus. Distinguished speakers from universities, colleges and research Institutions have delivered their valuable information to the UG & PG students of the college.



Actions Implemented :

1. Broad band facility has already been taken up with BSNL as the service provider. The BSNL authority has installed a Signal Tower at the roof top of the new Science building and has agreed to pay a monthly rent of Rs. 2000 to the college authority. LAN facilities have been extended to all the departments having computer terminals and to the central library. For effective functioning, network is connected to the college office and the accounts section.
2. Regarding construction of the Girls' hostel with financial assistance from the UGC, the work has been assigned to the PWD (Public Works Department) Govt. of West Bengal. 50% of Construction work has been completed till date. The work is under process and awaiting sanction of balance fund from UGC, ERO, Kolkata.
3. A number of project has been sanctioned by the Governing Body of the college (feedback and justification collected from the Building and infrastructure development committee). One such project includes creation of separate practical space for Physics & Chemistry department.
4. The reading space of the college library has been fully renovated to accomodate the students and teachers for their academic work.
5. A research and instrument room has been set up at the top floor of the newly constructed science building. All modern instruments have been kept there with the aim to facilitate the research process. In addition to these, some departments like Physics, Chemistry, Geography and Zoology have their own laboratories equipped with common appliances and reagents.
6. A separate laboratory space has been created for the Food & Nutrition department and Anthropology Department.
7. The college office and the accounts section has been shifted from its present ground floor site to the second floor of the newly constructed part of building. The top most floor of the heritage building has a well decorated Seminar Hall with a sitting capacity of over 250 people. The college office and the accounts section has already been fully automated and the network has been extended to all the departments and to the central library.

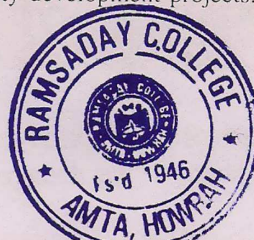


Criterion V : Student Support and Progression***Plan of Actions :***

1. To generate systematic record of not only pass but drop out students.
2. To accommodate the drop out students in their streams of choice as far as practicable.
3. To set up a NCC unit for boys' in consultation with defence personnel of Fort William.
4. To engage the rural youths in more community and local development projects.
5. To create more job prospects for pass out students through the placement cell of the college. Create awareness among students to join National Defence Services, various state services, central service exams etc.
6. To organise more cultural and sports related activities and incorporate them in the college academic calendar.
7. Alumni involvement in student support.
8. Society Registration of Alumni Association and Parent-teachers forum of college.

Actions Implemented :

1. All the departments have been requested to maintain the records and statistical data of the students dropping out of their respective courses. The reason of drop out should be evaluated at the end of every academic session. Efforts are to be made to reduce the drop out rate by the end of the academic session 2011.
2. If a student discontinues from his/her normal course curricula because he or she finds it hard to adjust the combined subjects offered during the time of admission, the college authority will try to accommodate them in their stream of choice as far as practicable. The college prospectus offers a wide range of subject combination taking into consideration the subjects offered by the neighbouring Higher Secondary schools and those sanctioned by the Parent University.
3. The college has already set up the NCC unit for girls' at the college centre. The college authority has now approached the Defence authority for setting up the NCC unit for Boys' at the college campus. Prof. Miss Chandrayee Sengupta of Deptt. of Com. has been recommended by college authority as a Commanding Officer of NCC Girls' section of the college.
4. About 200 volunteers, mostly selected from first and second year courses, under the leadership of our NSS program officer, have been assigned the responsibility to visit the rural areas and engage themselves in community development projects. The group



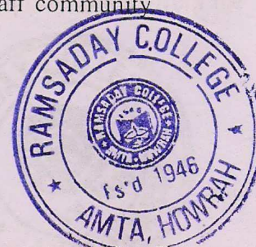
of students has been divided into several batches and each batch has been assigned separate task. The task include plantation of trees, create awareness on cleanliness, nutritional values of food, hygienic activities to be practiced at home, menace of drug, illicit liquor and narcotics consumed by the rural folk and importance of clean environment on human life. All these programs have received wide spread acclamation by the rural community.

5. It is to be admitted that the placement cell of the college finds hard to convince the industrial organizations to visit the campus and offer jobs, in whatever forms, to our pass-out students. Due to the job crunch scenario in most industries, our target is find to ways to train the willing students in different State Govt. / Cent. Govt. services through regular course work and training classes within the college campus.
6. The present student community has been given more emphasis on sports and cultural activities as viable tools in shaping or building up their career. Participation in college annual sports or in inter-college cultural competitions is highly satisfactory. The college students have participated in University sports and cultural events.
7. The alumni members, especially those holding responsible positions in the society, have been requested to actively participate in matters related to students support and progression. They have been urged to be proactive in providing academic, personal and career guidance counseling to students. The students have been advised to interact with the members on the alumni day and to come forward with their grievances.
8. Steps have been taken by the college authority for registration of Alumni Association and Parent-Teachers forum of the college. UGC has granted an amount of Rs. 21,80,600 under different heads of development. (Copy enclosed)

Criterion VI : Organization and Management

Plan of Actions :

1. To explore different avenues for resource generation like MLA/MP/Zilla Parishad development fund.
2. To introduce some vocational training courses like TV repairing, Mobile repairing, Webpage designing, Computer repairing etc.
3. To go for State Level Assessment programme.
4. Opening of First Aid Training centre with support from Indian Red Cross Society.
5. Formation of Blood and Eye Donors Club from student and staff community



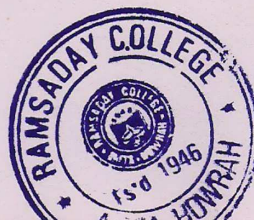
Actions executed :

1. A proposal of Rupees one crore twenty six lakhs was submitted for assistance from the University Grants Commission for general development (including merged schemes with development grant) in the Eleventh plan (2007-2012). (Necessary papers has been submitted to W.B. Register Office at Calcutta. Process is going on.) An expert committee constituted by the college authority now look into these projects and has taken steps to complete the approved projects within the plan period in accordance with the terms and conditions prescribed for the purpose by the sanctioning authority.
2. Taking into account the job prospects in the field of computer and web designing, mobile maintenance, fibre optics etc, the college authority has approached the different professional organisations for conducting these training courses on a joint venture.
3. The college is going to submit the detail reports for the State Level Assessment programme by the Higher Education Department, Govt. of West Bengal. The committee set up has been asked to submit the proposal soon.
4. Team from the Indian Red Cross Society has been urged for training the college students on First Aid Works. Process is going on.
5. Though blood donation camps are held every year at the college campus, efforts are now being made to form a donor club in-collaboration with the 'RED RIBBON CLUB', Kolkata from among the willing students and college staff community.

Criterion VII : Healthy Practices

Actions implemented :

1. Implementation of accident insurance policy for the students so that families can have financial support in case an eventuality or emergency arises.
2. Free education for poor but meritorious students. The fee generated from students who have the capability to make full payment has been utilized to support needy and deserving students.
3. Keeping in view the rural ambience, the college has decided to offer UGC sponsored job oriented Add-on course to willing students.
4. Greater emphasis on moral and value upliftment of students in this world of uncertainty and competitiveness is a necessary. The college authority has decided to introduce a diploma course on "Human Rights & Values in Education" from the academic session 2010 - 2011.



5. The placement division of our college has geared up to invite various professional and career counselling bodies at the college campus. This task has been undertaken to motivate and apprise our students on various job prospects in different fields.
6. Self appraisal of teachers and evaluation of teachers by students passing out of the respective programs will surely enhance the quality of teaching and learning process. The Principal of the institution informs the Governing body and other stakeholders of the college in administrative and academic related matters on a regular basis.
7. Different sub-committees have been created and these units are coordinated to ensure complete transparency in management of the college.

Part-B :

1. Activities reflecting the goals and objectives of the institution :

Over the years, the college has worked towards achieving its goals and objectives. Its objective to impart and disseminate quality education and knowledge of wisdom among the rural students has been appreciated by the NAAC peer team. All college activities are directed towards achievement of this desired goal as reflected in the visions and plans implemented in part-A of this proforma.

2. New academic programmes initiated (UG and PG) :

Under-graduate : Sociology (academic session 2009–2010 & 2010–2011)
 Zoology Honours (2009 – 2010)
 Food & Nutrition (2009 – 2010)

Post Graduate : Distance Education programme under D.D.E., V.U., in M.Sc., M.A. and M.Com. have commenced from the academic session 2008–09 and Ist Batch of M.A., M.Sc., M.Com. produced good result in their Part-I examinations.

3. Innovations in curricular design and transaction :

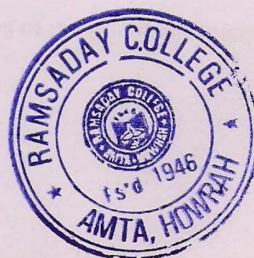
We do not have much scope in incorporating novel ideas in courses and curricula. The affiliated colleges like us is under the auspices of the Parent University frame work and hardly enjoy any autonomy or liberty in framing the syllabus or course curricula.

4. Inter-disciplinary programmes started :

Science (Physics, Anthropology, Food & Nutrition) and Arts (Education, History, Sociology) have been introduced.

5. Examination reforms implemented :

Dates of the final examinations and their modalities are framed by the Parent University. The University from the current session has published an academic calendar so as to have a uniform pattern in maintaining the time schedule for conducting the unit tests and the preparatory tests. We have adjusted the time frame and the programme of the unit tests in conformity to the University calendar to minimize the loss in actual teaching and learning days.



6. Candidates qualified : NET / SLET / GATE etc.

Students after completing graduation from this college pursue higher education in various universities not only in our own state but also from other neighbouring states. We do not have the exact record of NET / GATE / SET qualified students who have passed out from our college.

7. Initiatives towards faculty development programme :

- Participation in seminars / workshops organized by different institutions.
- Organising departmental seminars and presenting papers on popular and subject related topics.
- Participation in UGC sponsored symposiums.
- Research activities through minor research grants.
- Participation in orientation programs and Refresher courses organized by the Academic Staff Colleges, University of Calcutta.

8. Total number of seminars / workshops conducted :

One UGC sponsored seminar by Deptt. of Com. is going to be held during the month of Oct., 2010. However three state level seminars were organized at the college campus by Deptt. of Bengali, Geography & English. One proposals to organize National Level Seminar by Deptt. of History at our college campus has been submitted to the UGC-Eastern Regional Office, Kolkata on 16.09.2010 .

9. Research projects :

- a) Newly implemented : one (1)
- b) Completed : 3 (Three)

10. Patents generated, if any : None**11. New collaborative research programmes : Two**

- i) Industrial project jointly by the Department of Chemistry and M/S Lubrikote Forsythe private Limited, Bandra, Mumbai.
- ii) DST sponsored project by the department of Zoology and by the Microbiology department, Kalyani University.

12. Research grants received from various agencies :

Rs. 72,000 from UGC-ERO and Rs. 30,000 from Industry.

13. Details of research scholars :

Above mentioned projects are handled by the Faculty members of the said departments.

14. Citation index of faculty members and impact factor :

Deb Kumar Mukherjee (Reader, Department of Chemistry) has several citations of his research articles (Total = 52, courtesy SCOPUS international).

15. Honours / Awards to the faculty :

One of our faculty members Dr. Deb Kumar Mukherjee, Associate Professor, Department of Chemistry, has been enlisted as Reviewer of research articles in four international journals (Journal of Catalysis Communications, Journal of Molecular Catalysis, Catalysis Letters and Journal of Colloids and Surface Science) Dr. D.K. Mukherjee has been invited by Seoul National University, Seoul, South Korea to act as Assistant Prof. of Chemistry for one year (Sept., 09 to Aug, 10)

16. Internal resources generated :

Tuition fees collected Rs. 14,40,698

Book grant from UGC = Rs. 2 lakhs. from DPI = Rs. 1,25,000

DPI grant for building construction Rs. 33 lakhs, UGC grant Rs. 15 lakhs (xth plan)

17. Details of department getting SAP, COSIST (ASSIS) / DST. FIST, etc.**Assistance / recognition**

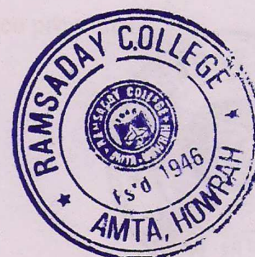
None

18. Community Services :

Eight (08) programmes related to community services have been organized by the NSS unit of the college and ably assisted by the staff and general students. The details of the programs conducted and its implications have been submitted by the NSS program officer to the NSS cell of Calcutta University. A special seven days (Health Camp) NSS camp was organized at the college centre (from 25/03/2010 to 31/03/2010). The response among participants throughout this period was overwhelming and praiseworthy.

19. Teacher and officers newly recruited :

Among the teaching staff 23 part time teachers have been recruited to fulfill vacant posts that occurred due to retirement of full-time faculty and introduction of new courses in the academic curricula (2009–10). Four Full time faculty in Com., Chem, Math & History has been appointed by the college authority through College Service Commission.



Two non-teaching staff on contractual basis and one computer data operator have been recruited in the office through selection procedure to handle office related matters.

20. Teaching – Non-teaching staff ratio :

21. Improvements in the library services :

Average number of faculty visited the library during the period = 12

Average number of students visited the library during the period = 150

Stock of books in the library (as on June 2010) = 21,602 (details of stock attached in the appendix part)

Average number of books issued / returned per day = 71.5

Ratio of library books to the number of students enrolled = $21,602 : 2300 = 9.39$

Book Bank system has been introduced from the academic session 2007–08.

Entry of all the books with Accession numbers have been made in the computer.

22. New books / journals subscribed and their cost : (Academic Session 2009–10)

Books / Journals subscribed = Books 571 ; Journals = 6

Amount : Rs. 2,61,115/- (UGC = Rs. 2 lakh ; college fund = Rs. 61,115/-)

UGC-minor project = Rs. 12,000 (Dr. D.K. Mukherjee, Deptt. of Chemistry)

Rs. 86,000 (Prof. Amitava Chatterjee, Deptt. of History)

23. Courses in which student assessment of teachers is introduced and the action taken on the feed back :

Assessment of teachers by the final year student is made in a given format and submitted to the Principal. The Principal prepares a formal report based on the evaluations with the aid of Heads of all the department of college. The students have the freedom to evaluate both the full-time and part-time faculty on a 10-point scale based on different criteria.

24. Unit cost of education :

Unit cost = total annual expenditure budget divided by number of students enrolled

i. Excluding salary component = 2410.10

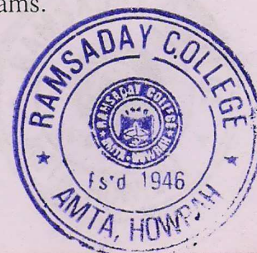
ii. Excluding capital Expenditure = 7582.70

iii. Excluding capital expenditure & salary components = 1250

25. Computerization of administration and the process of admissions and examination results, issue of certificates :

Office automation and computerization of office records is on the last phase of completion.

The process of admission was done through computer generated programs.



26. Increase in the infrastructural facilities :

One part of a portion of the old building has been renovated totally and two separate storied coming up in its place. One part is used for class work and other part is totally decorated as a Seminar Hall named after the founder, "*Panchanan Chongder Memorial Hall*". A separate building adjacent to the heritage building of the college has been constructed and this will accommodate the office and the library of the Distance Education Program of Vidyasagar University, and also the Deptt. of Anthropology. A new hostel for female students is already under construction by the PWD, Govt. of W.B. A grant of Rupees 30 Lacs has already been sanctioned for this purpose by the UGC (Eastern Regional Office, Kolkata) and utilization of Rs. 15 lakhs has been submitted to UGC, ERO, Kolkata for further release of balance fund of Rs. 15 lakhs. Expansion of existing Laboratories, creation of class rooms and construction of a new lab for the Chemistry and Physics department has been taken up on priority basis.

27. Technology upgradation :

One Photo copier and one FAX machine have been purchased and more will be introduced as a part of modern tool to teaching process. Internet facilities with Broad band has been provided to teachers and necessary steps have been taken by the college authority for college office work.

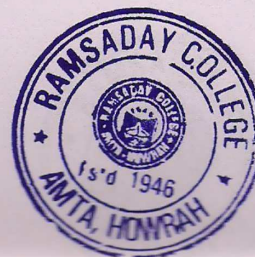
28. Computer and internet access and training to teachers and students :

Internet access has been created, total LAN service to various college units has been completed. College authority has taken steps to train the office personel in computer work.

29. Financial aid to students :

Students coming from the BPL family have been financially assisted by the college during the time of admission and college registration process. The teacher's council has also come forward in many instances to help the poor and the needy students. Donation in forms of books, bicycles, cost of medical treatment and examination fees have been given to the deserving candidates.

The college takes pride in standing for a noble cause when teachers and non-teaching staff generously donated rupees fifty thousand and arranged another rupees fifty thousand to save the life of a first year student of the college. She was critically injured in a bus accident on her way to college and battled for life for over four months in various hospitals.



30. Support from the alumni association and its activities :

The Alumni association is held on the second Sunday of the month of December at the college campus every year. This year too the alma matter from different sectors of the society met to make the occasion a memorable and nostalgic one. The interesting feature of the occasion was interactive session of the current batch of students with the distinguished alumni members. The Principal of the college requested the august gathering to come forward in a proactive form to make this rural college into a centre of academic excellence.

31. Support from the parent-teacher association and its activities :

Though there are no fixed dates for the existing Parent-Teacher association to meet, the guardians are specially called for counseling only on Sunday or any other holiday. Students who fare badly in test exams and who are reported to be irregular by their departments are also directed to meet the Co-ordinator of Remedical Coaching along with their parents for further improvement in their studies. The college administration has plans to make such Parent-Teacher meetings at least once in three months.

32. Health Services :

The college health unit is associated with the "Mother and Child Care" organization which has a very vast network not only in India but in different parts of the world. *During the current period, groups of visiting doctors from England, Switzerland & Italy engaged in Child health activities, visited the area where our trainee nurse work.* It is to be mentioned here that three trainee nurses, all are former students of our college, have been working as volunteers in the surrounding rural areas for the past three years. Their prime job is to spread awareness and provide primary medical services to the rural women masses especially during periods of pregnancy. The college authority has also arranged Primary Education to the children & BPL families at Mandaria Hostel Campus.

33. Performance in sports activities :

Large scale participation of students in events like debating, extempore, creative writing and in sports activities has been encouraged. Students of our college participated in the inter college cricket and football competition at the Calcutta University ground.



34. Incentives to outstanding sports person :

The college is finding means to set up its own gymnasium at the college campus. Efforts are on to build a small Stadium at the existing college play-ground. For this purpose the college authority has submitted vetted plan with estimate to Sports Deptt, Govt. of West Bengal.

35. Student achievements and awards :

One student from the department of Chemistry secured first class in their final year B.Sc. Honours examinations and 5 from Mathematics Deptt. of college. The pass out percentage in Honours and General examination conducted by the Calcutta University in this year is 96% and 83% respectively.

36. Activities of the Guidance and Counselling cell :

A guidance and counselling cell exists with the Principal as convenor and has been functioning since three years. Principal along with four senior teachers have conducted four general sessions during the period 2009–2010. One of these sessions was held during the time of college admission (August 2009) and the rest three was held during the academic session 2009–2010.

37. Placement services provided to students :

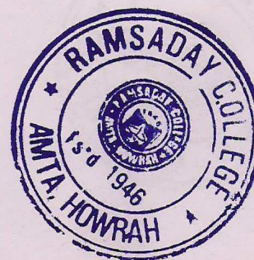
No reputed organization visited the campus this year despite all efforts by the college authority.

38. Development programmes for non-teaching staff :

The college authority has introduced accident benefit policies for its employees from the current year. Beside this, the college authority has contributed 25% of Mediciclaim Policy of non-teaching staff.

39. Best practices of the institution :

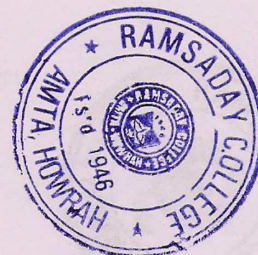
- i. Good teaching strength and plan
- ii. A good knowledge in pedagogy using available source of books, field survey and participation in national / international and state-level seminars.
- iii. Policy of internal assessment by means of an evaluation system.
- iv. Assisting students to face terminal examination, question bank, regular counseling by departments and also with the assistance of Remedial Coaching Center.
- v. Inspiring students in undertaking social and community related services.
- vi. Infrastructural growth in conformity with academic growth.



- vii. Introduction of core subjects in course curriculum and simultaneous scope of pursuing Masters degree through Distance Education.
- viii. Feedback from students, Guardians and alumni for betterment of services and review of performance.
- ix. Proper budgetting and resource mobilization. Audit reports kept up to date.

40. Linkages developed with National / international, academic/research bodies :

- i. Dr. Anup Kumar Sikdar, Principal of our college has research collaboration with the Institute of Genetic Engineering, Kalyani University and with Indian Statistical Institute, Kolkata. Dr. Sikdar is also Life member of Zoological Society of Kolkata and Honourary member of ISI, Kolkata.
- ii. Dr. Deb Kumar Mukherjee of the department of Chemistry, is a life member of the Catalysis Society of India and has research collaboration with the University of Reims, France. He was invited as Asst. Prof. in Seoul National Univ, South Korea for 1 (one) year (2009-2010)
- iii. Sri Parthajit Hazra, Head, department of Commerce is also the alumni of Institute of Chartered Accountant.



Part-C

Future plans for the Academic Session July 2010–June 2011.

Curriculum :

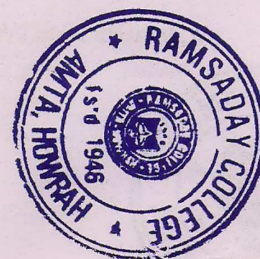
1. To introduce subjects like Journalism & Mass Communication, Electronics, Film Studies, Psychology, Microbiology, Music at the undergraduate level.
2. To popularise computer training course and spoken English course among our past and current students.
3. To introduce P.G. Courses in the stream of Physics, Chemistry & Zoology under DDE, Vidyasagar University.

Teaching, Learning & Evaluation :

1. Remedial Coaching programme for students.
2. Evaluation of the teaching and learning process with assistance from students' feed back and suggestions from the academic sub-committee.
3. To popularise the concept of departmental library among students.
4. To initiate all possible measures to fill up the existing vacant faculty positions (at present 10) and create further new posts in fields like Sanskrit, Comp. Sc., Philosophy, Pol. Sc., Math., Education, Food and Nutrition, Bengali, English, Chemistry and Sociology.
5. To discuss means of improving the standards of teaching and evaluation.
6. To find effective means to curtail the drop out rates among first year students.

Research & Extension :

1. Publication of News Letter of the college. Ongoing research projects will be introduced in the college web site and teachers engaged in research activities will be duly rewarded as far as academic freedom and work load is concerned.
2. Organisation of National and State-level seminars and conferences at the college campus. Students in particular stream will get benefit much from academic discussion by the distinguished speakers. This has been given more top most priority in the current academic session (2010–2011)
3. To undertake Important community related projects especially for the backward and physically challenged people of the society.
4. To take up more industrial based research and consultancy projects.



Infrastructure & Learning process :

1. Open access to Library facilities to teachers & students which will help them in areas of their teaching, learning and research.
2. A girls' hostel has to come up within the occupied self campus with financial aid from UGC (Xth plan scheme)
3. To create separate department rooms for the Arts and Science faculty.
4. To expand the reading space of the existing Central Library.
5. To construct a new cycle stand to accommodate the increasing number of cycles and two-wheelers parked within the college boundary.
6. To construct a separate administrative building of college.
7. To construct a separate multigym for girls' and boys' section of the college.
8. To construct an Auditorium with 1500 capacity for holding college cultural functions, National & State level seminar.

Student Support & Progression

1. To generate systematic record of not only pass out but drop out student.
2. To accommodate the drop out students in their streams of choice as far as practicable.
3. To set up a NCC unit for boys' section in consultation with the defence officials of Fort William.
4. To engage the rural youths in more community and local development projects.
5. To organize more cultural and sports related activities and incorporate them in the college academic calendar.
6. To activate the student counselling cell and extend all possible help in their decision making process.

Organisation & Management

1. To have better coordination among the various sub-committees and report the developments on a monthly basis to the college authority.
2. To request all departments to send proposals to organize workshops/seminars in the college campus.
3. To explore different avenues for resource generation like MLA/MP/Zilla Parishad development fund.

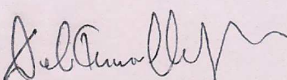


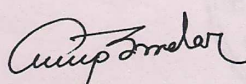
4. To introduce vocational professional courses like Webpage design, Computer Repairing, Mobile Repairing, Refrigerator Repairing etc.
5. To get the staff pattern (Non teaching) approved by the Directorate of Public Instructor (DPI), Govt. of West Bengal.
6. To get the vacant approved teaching posts from the college service commission, Govt. of West Bengal.

Healthy Practices

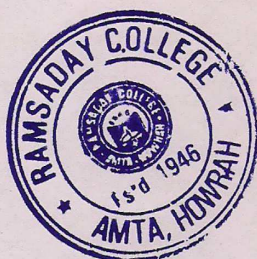
Plan of Action :

1. The college will provide General Computer Awareness program to all students from all streams with the assistance of a recognised Computer Training Institute.
2. To put greater emphasis on moral and value upliftment of students in this world of uncertainty and competitiveness with the assistance of Ramkrishna Mission & Baptist Church Mission, Kolkata.
3. To invite various professional and career counseling bodies to motivate and apprise our students on job prospects in different fields.
4. Different sub-committees to be made more effective and coordinated to ensure complete transparency in management of the college.


(Dr. Deb Kumar Mukherjee)
Coordinator, IQAC,
Ramsaday College
Amta, Howrah


(Dr. Anup Kumar Sikdar)
Chairperson, IQAC,
Ramsaday College
Amta, Howrah

Dr. Anup Kumar Sikdar
Secretary and Principal
RAMSADAY COLLEGE, AMTA
Howrah-711401



Ramsaday College, Amta, Howrah

Total No. of Books

Date- 30-06-10



Stock of Books of the Library as on 30/06/2010.

A. Pure Science :6894

Sl.No.	Subject	No. of Books
1	Physics 718+1078	1796
2	Chemistry 559+707	1266
3	Mathematics 901+1154+12	2067
4	Economics 324+707+31	1062
5	Computer	89
6	General Sc.	337
7	Geography 236+41	277
Total		6894

C. Humanities: 3964

Sl.No.	Subject	No. of Books
1	History 806+1427+74	2307
2	Pol.Sc. 350+798	1148
3	Philosophy	269
4	Education 154+73	227
5	Social Geography	1
6	Sociology	12
Total		3964

B. Bio. Science:596

Sl.No.	Subject	No. of Books
1	Bio - Chemistry	1
2	Micro Biology	3
3	Biology 74+59	133
4	Botany 4+109+40	153
5	Zoology 160	160
6	Environment	73
7	Geology	9
8	Petrology	1
9	Paliontology	1
10	Food & Nutrition	20
10	Anthropology	42
Total		596

D. Language:7540

Sl.No.	Subject	No. of Books
1	Bengali 4665+103	4768
2	English 2366+36	2402
3	Sanskrit	370
Total		7540

E. Commerce : 1979

Sl.No.	Subject	No. of Books
1	Reference 153+296	449
2	General Misc.	26
3	Phys. Education	154
Total		629

F. Others:629

Sl.No.	Subject	No. of Books
1	Reference 153+296	449
2	General Misc.	26
3	Phys. Education	154
Total		629

Total No. of Books

A	Pure Sc.	6894
B	Bio. Sc.	596
C	Humanities	3964
D	Language	7540
E	Commerce	1979
F	Others	629
Total		21602

Librarian.

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NATIONAL SERVICE SCHEME

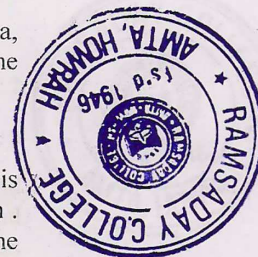
Ramsaday College Unit

AMTA, HOWRAH.

Ref. No. _____ **NSS WORK REPORT : 2009-2010**

Date 18/5/10

The National Service Scheme (NSS) Unit of Ramsaday College, Amta, Howrah undertook a variety of socially useful programme covering the nearby villages of Amta Block.



1. General Orientation Programme :

All the 1st yu. NSS volunteers of Ramsaday College Unit participated in this programme held on 04/09/2009 at 2pm. The programme continued till 4pm . The basic objective of this programme was to make an awareness of the desirability of involving students in national service. The programme officer along with other teachers highlighted the need and significance of NSS and their importance in building up a healthy society. The basic aim of this orientation course was to motivate the new entrants and to involve them in greater cause of the society.

2. Special Orientation Programme.

After completion of general orientation programme the volunteers of the unit were being asked to participate in the special orientation programme. This programme was held in the college campus for continuous 2days starting from 22/09/09 to 23/09/09. In this programme the volunteers acquired the knowledge of the NSS aims and objectives . Here the objectives of NSS were clearly mentioned like :

- To work with among the people.
- To engage in creative and constructive social action.
- To enhance his/her knowledge and community.
- To gain skill in the exercise of democratic leadership.
- To bridge the gulf between the educated and uneducated masses.
- To promote the will to serve the weaker section of the community.

3. Skill Learning Programme.

A skill- learning programme of 6 hours was held from 3pm to 6 pm for 2 days starting from 28/10/09 to 29/10/09. Most of the volunteers, teachers and programme officer were present on the above programme. The volunteers were guided about programme skill learning. This Programme provided a ready knowledge how to undertake various works and complete them in proper manner. All volunteers were expected that they should make themselves worthy of the confidence and co-operation of the community leadership. The theme was to instill in the minds of our rural students the importance and values of NSS activities and that their training during the period as volunteers should always be utilized when situation demands. The purpose is to spread the training courses to the remotest corner of the villages so that even the poor and uneducated masses get or enjoy the benefits, which these programmes offer.



NATIONAL SERVICE SCHEME

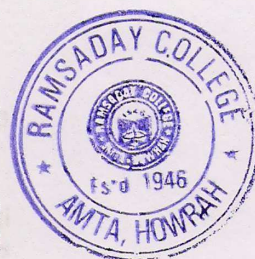
Ramsaday College Unit

AMTA, HOWRAH.

Ref. No. _____

Date 18/5/10

Continue Page : 2



4. Beautification programme of the College campus :

Following the axiom, " Charity Begins at Home " the NSS volunteers and other members associated with the unit decided that the college campus and its surroundings requires a much needed facelift on 07/11/09 , 43 volunteers of the took part in cleaning the college campus, college ponds and the surroundings.

5. Environment Conservation.

This programme was held in the Gazipur Sri Aurobindo Seva Samity on 12/12/09. In this programme 40 volunteers and local youth organised a meeting. Here volunteers, teachers and eminent local people spread the awareness of environmental pollution and their impact on human life. To stop the pollution so many healthy suggestions were made which passers by and other public also got interested. The important part of this awareness programme was the Road Drama performed by our volunteers. The large crowd that thronged to witness this road show got the message that unless we could curb the menace of pollution either in form of air, soil, water or noise we will only ruin ourselves and our blue planet. A two-page leaf-let depicting the causes of pollution and their possible remedies were distributed among the assembled masses.

6. Gender Equality.

This programme was held in Gazipur Panchanantala primary School on 09/01/10. The programme commenced at 3.30 pm. NSS volunteers, programme officers and the local people were mainly in-charge of conducting programme. The programme highlighted how male child is getting importance in the family starting from birth, education service, etc. whereas the girl child is being denied sufficient food, education and health facilities. So by this there is growing a disparity between male and female which is not short, the programme taught a lesson to all audience that there is basically no difference between male and female.



NATIONAL SERVICE SCHEME

Ramsaday College Unit

AMTA, HOWRAH.

© : (03214) 260251

Ref. No. _____

Date 18/5/10

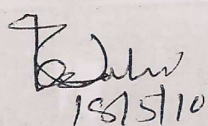
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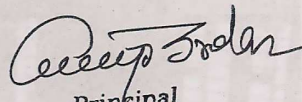
7. Celebration of Women's Day:

The above programme was held on 8th March 2010 at Rashpur Agragrati Club at 12.00 o'clock . Participants were from near primary Teachers Training Institution and NSS volunteers. The main theme of the programme was how woman have played vital role on the past in the field of social, economic and political life. So the women are no less important than the men . Moreover, women should be respected for their contribution in any context of our life and they should not be tortured or harassed everywhere. With this promise the celebration of women day ended.

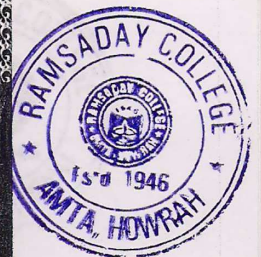
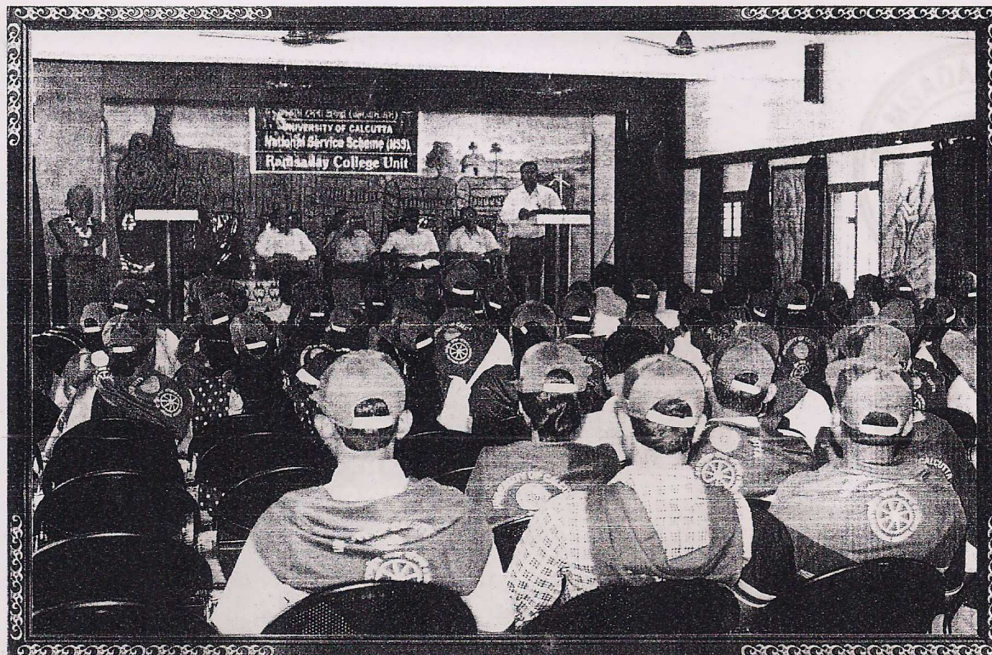
8. Global warming and its effects.

The NSS Unit had organized a seminar at Gazipur village on the above topic. Village panchayet Prodhan, retired High School teacher Mr. Aditya Maji and Mr. Mustaff (the secretary, Howrah Zilla Zari Silpa) and others delivered their speech on causes of global warming. The seminar not only painted out the causes of global warming but also it sorted out how to resist it. So may suggestions were made like limited use of motor-vehicles, use of hydro-electricity, and so on. In all, the seminar made a consciousness among the villagers about the global warming.

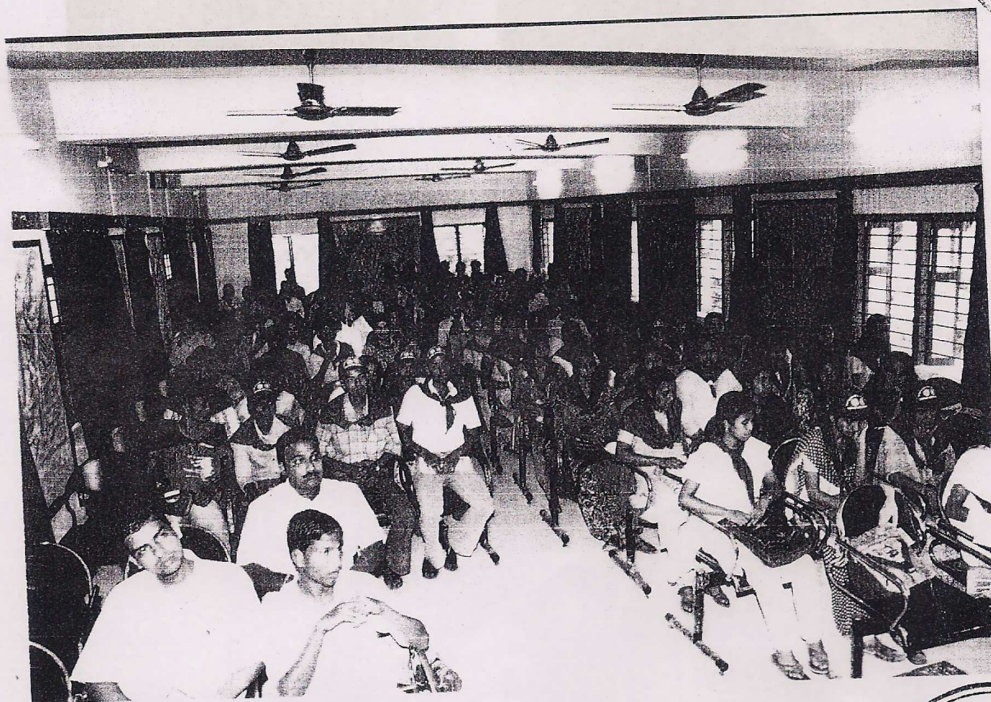

18/5/10
Programme Officer
National Service Scheme
Ramsaday College Unit
Amta, Howrah


Principal
Ramsaday College
Amta, Howrah

List of NSS Volunteers - 2009-10



General Orientation Programme Going On



Skill Learning Programme Contd.

