



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>Ramsaday College</b>
• Name of the Head of the institution	<b>Dr. Deb Kumar Mukherjee</b>	
• Designation	<b>Principal</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>03214260251</b>	
• Mobile No:	<b>9874694311</b>	
• Registered e-mail	<b>ramsadaycollege2011@gmail.com</b>	
• Alternate e-mail	<b>debkumarmukherjee223@gmail.com</b>	
• Address	<b>Amta College More, Amta Block I, Howrah</b>	
• City/Town	<b>Howrah</b>	
• State/UT	<b>West Bengal</b>	
• Pin Code	<b>711401</b>	
<b>2.Institutional status</b>		
• Affiliated / Constitution Colleges	<b>Affiliated College</b>	
• Type of Institution	<b>Co-education</b>	
• Location	<b>Rural</b>	

• Financial Status	Grants-in aid				
• Name of the Affiliating University	University of Calcutta				
• Name of the IQAC Coordinator	Dr. Tapan Bar				
• Phone No.	8240108028				
• Alternate phone No.	03214260251				
• Mobile	9433125044				
• IQAC e-mail address	tapanbar001@gmail.com				
• Alternate e-mail address	ramsadaycollege2011@gmail.com				
<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://www.ramsadaycollege.com/old_aqar.php">https://www.ramsadaycollege.com/old_aqar.php</a>				
<b>4. Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.ramsadaycollege.com/academic_calender.php">https://www.ramsadaycollege.com/academic_calender.php</a>				
<b>5. Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	70.20	2007	31/03/2007	30/03/2012
Cycle 2	B	2.66	2012	21/04/2012	20/04/2017
<b>6. Date of Establishment of IQAC</b>	02/07/2012				
<b>7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>Faculty</b>	<b>MRP</b>	<b>Science &amp; Technology and Biotechnology Department, Government of West Bengal</b>	<b>2021 - 2022</b>	<b>244400</b>
<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>	
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>			<a href="#">View File</a>	
<b>9.No. of IQAC meetings held during the year</b>			<b>2</b>	
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>			<b>Yes</b>	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>			<a href="#">View File</a>	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>			<b>No</b>	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>				
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>				
Coordination with rural hospital for effective vaccination programme within campus.				
Improve the existing infrastructure for conducting classes in hybrid mode				
Commencement of Orell Pro software based English language classes in batches				

Financial assistance to State Aided College teachers for research activities	
Platinum jubilee celebration with full cooperation from all stake holders.	
<b>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</b>	
Plan of Action	Achievements/Outcomes
Coordination with rural hospital for effective vaccination programme	First such drive was completed on 1st October 2021.
Mechanism to monitor covid protocol within the campus	In concurrence to guidelines issued by the state government, IQAC has recommended to take all precautionary measures and adopting all hygienic actions. Regular sanitization of class rooms, common rooms, wash rooms and common places of gathering was followed.
Commencement of Laboratory based Spoken tutorial classes for students	Orell-Pro software was upgraded and installed at computers to commence English language classes for students in batches.
Financial assistance to State aided college teachers for research activities.	Nine SACTs were provided financial grant from college fund for carrying out project on social issues beneficial to community.
<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Governing Body of Ramsaday College	27/06/2023
<b>14. Whether institutional data submitted to AISHE</b>	

Year	Date of Submission
2021 - 2022	13/01/2023

### 15. Multidisciplinary / interdisciplinary

The vision of the institution is to provide high quality education to develop human resources in our nation. In order to provide the holistic academic growth among students, inter-disciplinary curriculum has been proposed which gives freedom to the student to choose their preferred options from wide range of programs. The purpose of quality higher education is more than the creation of greater opportunities for individual employment. Being an affiliated college, our course structure and the content for pedagogical transaction is designed by the University of Calcutta. Our institution offers 44 academic programmes and over 90 subject combinations in all three streams of Arts, Science and commerce. Due to shortage of teachers and high pupil-teacher ratio, interdisciplinary exchange of faculty and sometimes exchange of faculty with neighbouring colleges or invitation of University Professors as resource persons do facilitate the teaching-learning process. Teachers in subject of Economics do help in conducting Commerce classes, teacher from Microbiology in classes of Biochemistry portion of Food and Nutrition, Python program is conducted by Computer Science department to teach students of Physics and so on. University Professors do assist in conducting workshops and special classes on subjects/topics that need special attention and care. Interdisciplinary and Multidisciplinary course concepts are part of Curriculum and credit framework of National Education policy (NEP 2020).

### 16. Academic bank of credits (ABC):

Provisions of Academic bank of Credit proposed in NEP-2020 is to facilitate multiple entries and exit points for a student in their academic programs. We welcome the change in the approaches of policy makers, which should help creating a common framework for the nation to take advantage of its demographic dividend. No such facilities available at present. College authority shall abide by the decision of the University of Calcutta (Affiliating University) and the Higher Education Department, West Bengal regarding the guidelines framed by them.

### 17. Skill development:

The NEP-2020 envisioned for the holistic development of youth with emphasis on skill development as the main factor to make mission 'Self Reliant India' possible. College authority has already reached a Memorandum of Understanding with Anudip Foundation, Dhulagori, Howrah, for providing job oriented training, soft skills and language development courses [Certificate in Communicative English and IT (CEIT), duration three months] for final semester appearing and passed out students. Regarding skill development in Spoken Language and other programs like GPIS, our institution has a tie up with Indian Institute of Technology, Mumbai since 2019. In the academic year 2020-21, we have collaborated with Amrita Viswa Vidyapeetam University, Amritapuri campus, regarding training and conduct of Virtual Laboratory classes for science students. When offline practical classes were not possible during pandemic outbreak, experimental demonstration on virtual mode did help around 310 enrolled students in different science disciplines. Our college was also the nodal centre for conducting "PYTHON" computer program in collaboration with Spark Institute of Advanced Sciences, Calicut University, Kerala. In association with Entrepreneurship Development Institute of India (EDII) Ahmedabad and Department of Science and Technology and Biotechnology (DSTABT), West Bengal workshop and industry visit was organized to promote Entrepreneurship wisdom among our students. Spoken English course through Language Lab has been created by the department of English and Computer Science to enhance language proficiency skill of students through effective use of audio-visual tools. A special course has been introduced by Department of Sanskrit on Astanga-Yoga of Patanjali and practice of Meditation to enhance the skills of co-ordination between Body and Mind.

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

Preservation and encouragement of India's cultural wealth must be considered a high priority for the country and it is truly important for the nation's identity as well. In this regard appropriate integration of the Indian Knowledge system particularly teaching in Indian languages is significant. In order to preserve and promote Indian culture, our institution has introduced Buddhist studies as Generic Elective subject for Post Graduate students of Bengali literature since 2020-21. Apart from state regional language and English language, much emphasis has been given to popularizing Sanskrit as media of teaching and learning. Subjects like Political science, History, Indian music are also offered to undergraduate students in order to inculcate sense of national integration, love for art & music and develop civic sense among the student

community. Efforts are on to collaborate Indian Music with the folklore of Bangladesh through cultural exchange programs. Subjects like Philosophy and Education in our course curriculum reflects different ancient schools and evolution of thought like Sankhya, Yoga, and Vedanta in Indian culture. Practice of Yoga and meditation on regular basis its promotion among primary school students and importance to rural sports like Kho-Kho, Kabadi stands testimony that our institution is geared up to embrace NEP-2020 in its academic framework.

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

Our commitment is not only limited to generating graduates but to develop skilled workforce that will have the necessary resources to explore job opportunities in the competitive market. Project based education in Humanities and Commerce subjects, hands on experiments through use of modern day tools and techniques, entrepreneur wisdom to start up careers and judicious selection of discipline specific courses from the CBCS curriculum are the steps we follow that can lead to a productive and quality outcome for enrolled students.

#### **20.Distance education/online education:**

The CBCS demands dissemination of knowledge within a time bound semesterized system to complete the syllabus as per lectures assigned for various modules in a lesson plan, UGC has recommended blended mode of teaching for educational institutes. Accordingly offline and online classes are conducted as per academic calendar of the institution. Distance mode of education is another alternative specially for working personals to earn degree and certificates. Our institute conducts several Post-Graduate courses through distance mode under Vidyasagar University since 2008. The college conducts all theoretical, practical and project classes at its center, while the examinations are held at away centers as allotted by the affiliated University.

## **Extended Profile**

### **1.Programme**

1.1 540

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

File Description	Documents
Data Template	<a href="#">View File</a>

**2.Student**2.1 5930

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2 1413Number of seats earmarked for reserved category as per GOI/ State  
Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 1019

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**3.Academic**3.1 35

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 36

Number of Sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>540</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1	<b>5930</b>
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	<b>1413</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	<b>1019</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3. Academic

3.1	<b>35</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	36
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	40
Total number of Classrooms and Seminar halls	
4.2	98.99
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	94
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 course curriculum to be followed in affiliated colleges as per University Statute is set by the parent university. Ramsaday college being affiliated to the University of Calcutta, the parent university designs the curriculum for all undergraduate and post graduate courses. The university has adopted CBCS in all three streams. Apart from CBCS, annual system of examination for casual students continued till 2022. In skill enhancement course (SEC) and Discipline Specific Elective (DSE) courses under CBCS, institutes have the freedom to choose topics as per requirement of the students and availability of trained teachers to deliver the lectures. Keeping in mind the future prospects and job opportunities.

For proper and effective implementation of the curriculum within the allotted time frame of academic calendar, the syllabus is distributed among the teachers according to the workload prescribed by academic bodies. Lesson plan and class routine is

prepared accordingly before commencement of classes and is notified to the students through offline and online mode. After fifteen weeks duration of classes, semester exams are conducted as per schedule and guidelines of the University.

Apart from conventional chalk and talk method, online classes are also conducted to add a distinct flavor in the teaching learning process. Regular departmental meetings are conducted to keep a systematic record of the activities planned and progress made by students. Actions are taken accordingly.

Self-defence classes, health awareness programmes and academic related webinars were periodically conducted to boost the morale of students during the crisis period.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.ramsadaycollege.com/courses_outcomes_2021.php">https://www.ramsadaycollege.com/courses_outcomes_2021.php</a>

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

After fifteen weeks duration of classes, semester exams are conducted as per schedule and guidelines of the University. The Board of studies of each subject frames the guidelines and passes necessary instructions for conducting exams and for evaluation processes. Most of the papers have three course components on which exams are conducted, namely Internal Assessment (IA), Tutorial or Practical (TU/PR) and Theoretical (TH). A student needs to secure the minimum pass percentage in each credit component for clearing a semester.

The institution strictly adheres to the academic calendar published by the parent University and completes all Internal, Tutorial or Practical examinations within the time frame. Due to Pandemic period no such academic calendar was published by the parent University this year. The college authority followed the guidelines given by the state and central governments and acted accordingly. Internal questions were set as per guidelines and evaluated. Marks of Internal examination, Tutorial or Practical were uploaded online against the foil numbers generated by the University examination online portal.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://ramsadaycollege.com/upload/naac%202023/1.1.pdf">https://ramsadaycollege.com/upload/naac%202023/1.1.pdf</a>

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

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

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

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

**44**

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

6

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

416

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

416

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**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 institution try to integrate socially relevant issues, relating to human values, ethics, gender sensitivity, environmental sustainability are integrated in the teaching learning process within the purview of the syllabus framed by the parent university. Students have to mandatorily undertake research projects on environmental issues like air and water pollution, biodiversity, utility of medicinal plants, water and waste management in AECC-2 (Environmental Studies).

Skill Enhancement Courses are chosen by department of Food & Nutrition, Zoology, Botany and Geography with an emphasis on igniting the passion for building a fair, inclusive and

sustainable society and on generating employability skills and global competencies.

The institution believes in developing a strong rationale for critical thinking among the learners. So, instead of imposing moral theories on them, they are encouraged to air their views on human values in class and ethical dimensions are embedded in their tutorial and project topics, which are integral components of the curriculum. The Tutorial topics of Department of Philosophy include Moral Imperative of Ahimsa (Non-Violence) in day-to-day life and Current relevance of Jaina Ahimsa (Non-Violence).

B.Com.(H) students are regularly conducted Gender Audit to assess effectiveness of the gender mainstreaming measures adopted by the institution. The focal theme of project topics of Geography Honours students are chosen to assess the vulnerability faced by the local community and to suggest effective remedial measures for the same.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

23

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

1452

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 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
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File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="https://ramsadaycollege.com/upload/2022/Feedback.pdf">https://ramsadaycollege.com/upload/2022/Feedback.pdf</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

2989

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**

824

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

The teachers assess the learning levels and organizes remedial classes, mentoring and counseling programs for slow learners. Due to pandemic situation, in this academic session classes were held in blended mode. Departments were also conducted special classes for the slow learners and the students who have internet connectivity problems and face difficulties to join classes regularly. Students have the freedom/option to get the materials in the form of class notes, ppts as e-materials uploaded on college website. Teachers of all departments were instructed to upload e-materials at the end of class so that those who have missed may collect/download them from the website. To bring the flavour of practical classes for Science students, collaboration was made with Amrita Viswa Vidyapeetham, Amritapuri campus, regarding e-virtual lab and more than 300 students from science stream were given the opportunity to perform practical experiments under virtual mode.

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

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

Number of Students	Number of Teachers
5930	35

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

## 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

The class-room lectures are usually designed in interactive fashion. In particular students are asked to share any idea or thought that occurs to them in relation to the assigned topic. The College celebrates 'Matribhasa Diwas' on 21st February every year by arranging several activities like essay writing competition in their mother language, debate and singing competitions. Exhibition of science projects and models is organised to celebrate the National Science Day and students take the leading role in organising such programme. Thus, all levels of learners are encouraged to promote an environment of participative learning.

Field works and excursions are especially frequent in streams like Geography, Zoology, Botany, Anthropology, Political Science, Music. Food & Nutrition department also offer internship program for final year students. These experiences allow students to recapitulate and apply knowledge acquired in their classrooms.

To nurture the problem solving-skills of the students, real-world issues in their localities are often assigned. In particular, NSS volunteers of the College remain involved in a number of community service programmes over an academic year. They have actively participated in the medical camps, food and apparel distribution in hospitals and old age homes, relief work to the flood affected people at remote villages in Amta (Specially in adopted village) and Udaynarayanpur. Students of Physical education department conduct Yoga and Bratachari classes at primary schools on routine basis to promote these sporting events among the young generation of the locality.

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

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

In today's digital age, Information and Communication Technology (ICT) has revolutionized the education sector, empowering teachers to adopt innovative and interactive teaching methods for a more effective teaching-learning process. ICT-enabled tools offer a plethora of advantages that enhance the overall educational

experience and enable students to reach their full potential. During pandemic situation online classes were conducted using meeting softwares like Google Meet, Zoom, CISCO WebEx etc. with interactive whiteboard and graphic tablets. Since our institution has Wi-fi facilities backed with high speed internet and sufficient computers and availability of projectors, most departments like to use powerpoint presentation instead of chalk and talk method which make class room teaching and interactions more attractive and participative. The Institution has collaborated with Amrita Viswa Vidyapeetham University, regarding training and conduct of Virtual Laboratory classes for science students. Practical experiments and demonstrations were given through virtual mode and students were asked to replicate those experiments after logging into the system through respective log in ids. Institution also took membership of IIT Mumbai Spoken Tutorial to offer MOOC courses to the students and faculties.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

### 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

121

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

35

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded

#### 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

23

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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

369

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

As per CBCS, Internal assessment is to be done by departmental teachers at the end of each semester before the theoretical exams. Questions are set up by teachers which are uploaded on college website 10 minutes prior to commencement as per exam schedule announced by the University. 10 marks have been allotted for attendance and 10 marks for Internal exam. Question patterns are usually followed as per directions by Board of Studies and a few departments sets up questions of 30 marks to cover the entire syllabus with alternatives and then divides the total marks obtained by 3 which gets reflected in the award list. During this academic session all IA exams were conducted in offline mode. Here Students have to sit the exam according to the specific room and seat number allotted for them and teachers are assigned the invigilation duty.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

All internal exam related grievances are sorted out at concerned department. But if anything remains unresolved, it would be solved by Grievance Redressal Committee in timely manner. Students who have claimed that they have given the exam on scheduled date but have been marked absent were asked to verify the attendance sheet from college office. Teachers were also instructed to search all possible areas carefully before confirmation of marks on the University portal. The list of roll number of students whose IA papers are missing at the Teacher's end are again given in the student group with response time of 48 hours and then the marks are uploaded on the University portal. All steps are taken to ensure that none of the students is deprived due to any mistake whatsoever from either end.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://ramsadaycollege.com/grievance_cell.php">https://ramsadaycollege.com/grievance_cell.php</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Before commencement of each semester, teachers decide the courses that will be taught in their departmental meetings. Classes are then allotted as per master routine and the programme and course outcomes are displayed on college website. The same is also announced before commencement of semester classes by all departments. Regarding choice of SEC (Skill Enhancement Courses) by BA General and B.Sc General programme students, HoDs of Arts and Science faculty decides which courses will be taught semesterwise as per options provided by the University in their course curriculum.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://ramsadaycollege.com/courses_outcomes_2021.php">https://ramsadaycollege.com/courses_outcomes_2021.php</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

Every department has been instructed to convene meetings at end of semester classes to find out attainment of programme and course outcomes. Special emphasis is given to find out what percentage of the syllabus remained incomplete and what measures have been taken to fulfill them. Departments are also advised to collect feedback information from students and to keep records of vertical movement of students after completion of the courses. The feedback statements from departments is discussed in the academic committee meetings and necessary steps and measures are taken. On getting the requisite feedback from PG students that they are finding difficult to score in GE subject (Political Science generic paper in 3rd and 4th semesters), the academic committee replaced political science paper with Buddhist studies and this change has been highly accepted by the students of subsequent semesters. Similarly, based on attainment of course outcomes, which gets reflected in semester results, suitable remedial measures are taken regarding selection and implementation of SEC (Skill Enhancement Course) and DSE(Discipline Specific Elective)

papers/groups.

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

**2.6.3 - Pass percentage of Students during the year****2.6.3.1 - Total number of final year students who passed the university examination during the year**

1019

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil

**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://ramsadaycollege.com/teachers\\_feedback\\_analysis\\_20-21.php](https://ramsadaycollege.com/teachers_feedback_analysis_20-21.php)

**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)**

4.519

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

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

11

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

2

File Description	Documents
Report of the event	No File Uploaded
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

## 3.2 - Research Publications and Awards

### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

20

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

#### 3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

25

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

The mission of our institution is to ensure complete quality holistic education at both undergraduate and post-graduate levels. The students organize and participate in various social programmes to help the community enjoy a better life and live in healthy environment.

The NSS unit of the college along with the student unions, actively led by the three Programme Officers, plans and executes various socially relevant events. Among the various programmes undertaken during this year, notable ones have been given below:

- Voluntary Blood Donation Camps by students and staff.
- Eye Testing Camp for elderly people, with cataract

operations conducted at free of cost at renowned medical institutes.

- Health Awareness Camps for children and elderly individuals.
- Environment-Awareness rally and installation of rainwater harvesting units in the adopted village of Madaria.
- Execution of cleaning programs in the adjacent locality and public places as part of the Swachchata mission.
- Afforestation and save greenery programs both within the campus and outside.
- Thalassemia awareness camps in collaboration with Tropical Medicine of Calcutta, providing counselling and promoting blood tests before marriage.
- Organizing COVID-19 Vaccination Camps on-campus, vaccinating 4041 individuals, and donating two lakhs rupees to the West Bengal State Emergency Relief Fund to combat the pandemic.
- Extending aid to victims of natural calamities in rural Bengal, distributing food, water, and medicine to flood-affected and Amphan-hit residents.
- Arranging the "SAVE THE RIVER" program to raise awareness about the role of rivers in rural development among students and the local community.

File Description	Documents
Paste link for additional information	<a href="https://www.ramsadaycollege.com/upload/naac%202023/3.3.1.pdf">https://www.ramsadaycollege.com/upload/naac%202023/3.3.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

#### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

1

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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

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

**13**

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

**4464**

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.4 - Collaboration**

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

**17**

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

### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

Ramsaday college is well equipped to offer quality education at UG and PG levels. The college building has two parts clearly distinguishable by their colour contours, a heritage part (1946-1976) and a portion constructed in the nineties and thereafter. At present it has 40 fully functional class rooms and 12 well equipped laboratories to ensure smooth conduct of academic activities. Out of 40 classrooms, 8 have been upgraded with wall mount projectors, white and green boards, internet connection and public address system to make them ICT enabled. The entire campus has wi fi facilities from JIO connectivity. The eight science departments have separate blocks to carry out their departmental activities. Apart from these, lush green landscape, flower gardens,

open spaces, clean water bodies provide a congenial environment for academic pursuits. A fully functional automated library of approximately 3500 square feet area accommodates over 26000 text and reference books, over 400 journals and separate reading zones for students and faculty. The library has internet and reprography facilities and is under CCTV surveillance. College has a well equipped multi gym and a well decorated auditorium with seating capacity of 200. College has a girls hostel at Madaria village almost 2 kms from college campus. Rain water harvesting unit at the hostel not only saves water but spreads the message of water conservation for sustainable development. Separate boys' and girls' common room with indoor sports facilities and an adjacent playground for outdoor games. A herbal garden, Vermicomposting unit and weather station are maintained within college premises.

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

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

The institution has its own play ground linked to the main road via the second approach road to college campus. The ground has been labelled by dumping of earth materials carried from nearby areas where dredging of canals was undertaken by state agencies. Playground is surrounded by boundary wall to prevent future encroachment of college land by outsiders. A well decorated auditorium with seating capacity of 200 is situated at the second floor of Vivekananda bhawan and has very recently been upgraded with air-conditioned facilities. All cultural events are held at well decorated air-conditioned auditorium at the second floor of Vivekananda Bhawan with seating capacity of 200. There is a gym room created from UGC XI plan fund in 2012 equipped with modern gym equipments for use. Adjacent to the Gym room is the Physical Education department and teachers of this department look after games and sports activities. College has participated in different University events and bagged several prizes during the academic year 2021-22. Self defence classes for students were conducted at college premises by teachers of Santragachi Art of Life, YOGA day was celebrated by the NCC girls' wing within the campus maintaining social distancing and other protocols imposed by the government.

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

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

40

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

8

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

#### 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)

59

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

The Central Library is automated with the latest version of Koha software. The first installation of this software dates back to 2014 which has been upgraded at regular intervals with latest versions. The cataloguing process has been done through the ILMS and automated issue and return of books have commenced from 2018. Some rare books of M.N. Roy Collection, faculty publications and previous year question papers are kept in the Institutional repository (IR) for internal uses. IR was developed by latest version of DSPACE software and is monitored periodically. We take pride to announce that all upgradation work using available free software are done indigenously with no outsourcing whatsoever. The Central Library provides free access to e-resources of NDL developed by IIT Kharagpur and INFLIBNET-NLIST. Library also contributes to OAR database (WBCOLOR) developed by West Bengal college librarians and provide free access to the students and faculties. Users can enjoy facility of reading and downloading e-books and e-journals through 'NLIST' programme of INFLIBNET, WBCOLOR or any other OA databases. Periodic subscriptions are made from college fund to keep the facilities active.

A separate page is maintained in library website for higher studies and job related information. user can enjoy virtual tour of different Indian tourist attractions and can have the pleasure reading and downloading the e-version story books as well as text books from the custom search engine which was indigenously developed and integrated to our library website. New arrivals and other library notices are displayed on digital notice board.

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

**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**

**C. Any 2 of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 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)

21574

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

#### 4.2.4 - 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

35

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

#### 4.3 - IT Infrastructure

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

The college has created adequate IT facilities in the campus to meet the demands of the present situation. At present the institution is equipped with 113 computers, 29 printers (including Xerox machine), 11 Projectors (wall mount and portable), 3 Digital Display Board, 1 Portable Sound System. Most of the departments

have computer(s) with internet facility along with necessary software. Computer Science, Geography, Physics, Chemistry and Mathematics maintain separate computer laboratory for their academic needs. Internet bandwidth varies from 100 mbps to 35 mbps. The entire campus area is covered under Reliance Jio Network Wi Fi. Regular maintenance of the computers and accessories are done by local vendor Service Media.

To support the blended mode of teaching-learning process, college has developed 8 smart classrooms equipped with wall-mount Projectors, Display Screens, Broadband/WiFi, Public address System. One graphic Tablet with stylus is also available to support online mode of teaching.

College office and different support departments have computers with LAN facilities for effective academic and administrative work. Different academic departments and office are using specialized software for academic and administrative works.Quick heal or Kaspersky antivirus has been installed in most of the computers and updated regularly.College has a well structured website which is regularly maintained by vendor, JPPIO.The entire college is covered under CCTV Surveillance and is monitored from the Principal's room. The back up record is available for 10 days in the main frame server.

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

#### 4.3.2 - Number of Computers

113

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

#### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 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)

39.25

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

Regarding laboratory facilities, HoDs are instructed to submit the requirements/claims as per needs after taking into consideration co-curricular activities and exchange of chemicals / equipments as far as practicable with other departments. Optimal use of resources is encouraged without unnecessary wastage of chemicals. Departments submit the list of books/journals before the academic committee and once approved by the purchase committee these are then forwarded to the librarian with due recommendation by the college principal. All the purchases are being done after prior approval of purchase committee.

At present college has 40 fully functional class rooms and 12 well equipped laboratories to ensure smooth conduct of academic activities. To support the blended mode of teaching learning process, out of 40 classrooms, 8 have been upgraded to smart classroom. All are equipped with wall-mount Projectors, Display

Screens, Broadband/WiFi, Public address System. One graphic Tablet with stylus is also available to support online mode of teaching.

The institution has a well maintained play ground linked to the main road via the second approach road to college campus and surrounded by boundary wall. All outdoor games and annual sports are conducted in this ground.

Regular maintenance of computers are done by local vendor, Service Media. If required, systems get upgraded as per requirements. All computers and servers are backed-up with UPS system to provide uninterrupted power supply.

Periodic pest control is done at college library and office by appointing vendors.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students 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

4093

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 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**

30

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

208

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

208

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

<b>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</b>	<b>A. All of the above</b>
---	----------------------------

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

33

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

<b>5.2.2 - Number of students progressing to higher education during the year</b>	
<b>5.2.2.1 - Number of outgoing student progression to higher education</b>	
<b>189</b>	
<b>File Description</b>	<b>Documents</b>
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
Details of student progression to higher education	<a href="#">View File</a>
<b>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)</b>	
<b>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</b>	
<b>13</b>	
<b>File Description</b>	<b>Documents</b>
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
<b>5.3 - Student Participation and Activities</b>	
<b>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</b>	
<b>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.</b>	
<b>5</b>	

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

The student council contains representatives from all programmes and courses and are selected /elected as per norms set up by the Higher Education department, Government of West Bengal. No such selection procedures occurred for last five years and a few running students from all courses have been nominated by the student body who look after the common areas like cultural, sports and academic interests of general students. Principal as ex-officio is the President of the student council. The student council plays an important role as far as institute discipline, academic environment smooth conduct of day to day activities is concerned. The council and representatives there in forms a unit with the teaching and non-teaching staff during time of disaster management programs and in all community related activities. They are the real force to rely on when outreach activities and annual memorable functions/occasions need to be celebrated on the campus.

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

**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**

5

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

#### 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

We have a alumni association, as our institution needs to be registered first under Society Act, the alumni meet occurs every year on the Second Saturday of January. A few departments like Political Science, Food and Nutrition, Zoology, Chemistry, Physics arrange such amalgamation programmes to bring students belonging to different fields under one common platform. Institution's effort is to implement a mentor-mentee relationship management tool to help new entrants get in touch with experienced alumni willing to share their expertise and best practices in a given field. Our distinguished list of alma mater comprises of Vice Chancellors, faculty members holding prominent position in universities and other academic bodies, medical professionals, play writers, sports personnel to members in state legislative assemblies. Due to lack of student database then at our end, it has become increasingly difficult to retrieve the contacts and whereabouts of most of our alumni members who have donned prominent academic or administrative positions in the past but after formation of IQAC, it took initiatives to create our own student database and take constructive measures to revive relationship with the previous batches. Donation of books to central and departmental libraries, conduct of skill development classes, sharing experiences of cracking competitive exams like NET/SET, forwarding news of job prospects and opportunities for imminent graduates using digital platforms and donation in cash or kind are some of the notable works by the alumni that immensely benefitted this institution.

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

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

A. ? 5Lakhs

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

### 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

Establishment of this college was visioned with the mission to bringing the backward residents of this rural region to the light of education, opportunities and the desired flow of life. The college is dedicated to spread 'the utility of Education' to people who are deprived to even cherish the basic necessities of life. Adhering to this line of teaching, the college caters to uplift the educational and moral values to learners, many of them even the lone torch-bearers of education in their families. Today, it is delightful to observe that huge number of female students have enrolled in this institution, reflecting the dream of the founder towards women empowerment.

We aim to make our college a center of quality learning, shaping our students into responsible citizens by imparting to them the necessities of material and moral education. Apart from the vast genre of academic courses, there are also vocational trainings to aid the students in achieving their desired spectra of dreams.

Special care is taken to ensure that lack of proper financial ability does not keep any child away from the light of education. The college takes care to ensure that proper education is obtained without any extra burden on the family of the student.

Different programmes are organized throughout the year which bring about unity, harmony and exchange of thoughts among the students

from different departments and also encourage collaborative thinking with the loving guidance of the teachers.

File Description	Documents
Paste link for additional information	<a href="https://ramsadaycollege.com/healthy_practice.php">https://ramsadaycollege.com/healthy_practice.php</a>
Upload any additional information	No File Uploaded

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

The Governing body of the institution is formed as per University statute and guidelines but with a common purpose to serve the students with best resources available at their ends. This can be possible if the power is decentralized and shared among various faculty members through formation of different committees. These committees under a senior faculty member as convenor are kept functional and instructed to review the situations periodically. Generally each committee holds four to five meetings every year to set a strategic plan and distribution of work among the most competent staff and student representatives. All the updated information are communicated to the governing body in timely manner. Best teaching and non-teaching staff are selected based on performance by committee members and are duly rewarded by the governing body at end of every academic session. This has been one of the best practices followed by the institution on recommendation by IQAC since 2021. For outstanding services to community during the pandemic period, Sri Amit Das and Smt Asmita Banerjee were duly felicitated by the college authority during college platinum jubilee celebration in March 2022.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Deploying an institutional strategic/perspective plan effectively is crucial for an organization to achieve its long-term objectives

and vision. The successful implementation of the plan involves several key steps and considerations.

The institutional plan is crafted at the beginning of every academic year based on achievements and failures of the previous year. These are then analysed in the IQAC and governing body meetings. Plans are then communicated clearly and comprehensively to all stakeholders to understand the plan's objectives, their role in its execution, and how their efforts contribute to the overall vision.

College always try to allocate maximum resources to the students to get maximum benefits inspite of some geographical constraints.

College authority continuously monitor the execution of the plan and gather feedback from stakeholders. Feedbacks are analysed to identify the areas for improvements and potential obstacles that needs proper addressing.

Impart training to equip students with the skills and knowledge needed, keeping in mind the future prospects and job opportunities.

Sometimes the plans may get delayed due to reasons that are beyond the scope of the institution.Regarding introduction of more Post Graduate courses at our center, we need to get the final nod from the parent university and regarding induction of more faculty members in various subjects,final approval from the Higher Education department is mandatory.Under such circumstances the college authority has little to do other than pursue the matter with the concerned authorities on regular basis.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.ramsadaycollege.com/teachers_feedback_analysis_20-21.php">https://www.ramsadaycollege.com/teachers_feedback_analysis_20-21.php</a>
Upload any additional information	<a href="#">View File</a>

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

The college authority firmly believes in decentralization of

responsibility through formation of various institutional bodies for maintaining transparency and effective discharge of duties. Senior teachers have been made conveners of such committees and faculty from all sections has been included as members. Details are always given in the college prospectus and uploaded on college portal after due approval by the governing body.

College has a well structured governing body which is the highest administrative body of the institution. All academic and administrative activities are conducted with the approval of Governing body.

IQAC, considered an important platform of an academic body has been instrumental in recommending and providing quality measures for overall growth of the institution.

Finance, Purchase and e-tender committees work at tandem to procure goods and services in student's interest with efficiency and transparency.

Internal Complaint Committee and Grievance redressal cell are responsible to look after the complaints on sexual harassment, ragging and any kind of grievances. Complaints are duly attended and resolved with transparency. There is a complaints committee cell and the contact number of the cell has been publicly displayed for immediate raising and addressing the grievances.

Academic Sub committee is responsible for smooth functioning of all academic activities of our college.

The games and sports committee led by teachers of the physical education department make the institution proud every year by bagging several laurels in inter-college, district and state level competitions.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://ramsadaycollege.com/organogram.php">https://ramsadaycollege.com/organogram.php</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in**

**B. Any 3 of the above**

**areas of operation Administration Finance  
and Accounts Student Admission and  
Support Examination**

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

Ramsaday College Provident Fund exists for teaching and non-teaching staff who are on substantive posts. It follows the general scheme recommended by the Government Provident Fund Scheme. The PF Committee tries its level best to handover the PF cheque to the incumbent within 3 months after retirement and also to staff who apply for loan from PF after approval by the governing body.

Group Insurance Policy for full time teaching and non-teaching staff: this is an insurance scheme that follows the Life Insurance Policy Scheme, whereby an employee can get maximum benefit with minimum contribution.

The teachers' council always extends support in the form of unconditional and instant donation to teachers and non-teaching staff who face emergency financial problems.

Ramsaday College Staff Welfare Fund was generated with the monthly contributions of teaching and non-teaching staff which provide a loan of maximum 2.5 lakhs to a member at minimum interest.

The College gives festival advance to the SACT teachers and non-teaching staff, which they need to repay in equal monthly instalments.

From the 2016-17 academic session onward college provide research grants to state aided college teachers which are approved by research committee. were provided financial grants based on

proposals submitted.

The College provides travelling allowance /registration fees to teachers / non-teaching staff for attending seminars/ conferences/ workshops within the country. Certificate of participation and or presentation should accompany the fees claimed for reimbursement. Since 2019, IQAC conferred "employee of the year" award to a non-teaching staff based on their performance.

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 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

13

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

Though there is no conventional performance appraisal system for non-teaching employees but every year college authority conferred best employee award based on their performance. Teachers do maintain records of their day-to-day activities as these records

are later on verified by the IQAC coordinator before being approved for CAS (Career Advancement Scheme) related information. Based on approval from college end, the CAS file is processed and screened by the concerned authorities for final approval related to promotion of teachers.

File Description	Documents
Paste link for additional information	<a href="https://ramsadaycollege.com/cas_guidelines_for_teachers.php">https://ramsadaycollege.com/cas_guidelines_for_teachers.php</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly 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

The College has a Planning Board, Finance, Building and Purchase Committee, Library and various associated bodies under the aegis of the Governing Body which help in the decision making process regarding mobilization, allocation and utilization of funds from authorities such as UGC, State government, West Bengal Higher Education Department (WBHED), RUSA, MPLad, Department of Science and Technology. Annual Budget is prepared by the Department of Economics in collaboration with the Accounts Department which is placed before the Governing Body with prior recommendation of the Finance Committee. All purchases above Rs.100000 are done through a tender system to maintain fairness and transparency of the process. The accounts are maintained using a customised software. The financial statements are reviewed by WBHED recommended external Auditor at the end of each financial year.

The financial audit for the year 2021-2022 has been completed. The delay is due to vacant post of Accountant and that of cashier after their retirements and no permanent recruitment in these posts have been made so far. The cases are pending at the Higher Education department for approval. Audit objections, if any, are discussed at the Governing body meetings and steps are taken accordingly so that these mistakes are not repeated.

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

#### 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)

6

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

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

The institution strives for holistic development of the students and tries to augment its financial, infrastructural and human resources towards maximisation of benefits to the students as well as other stakeholders.

The College has a Planning Board, Finance, Building and Purchase Committee, Library and various associated bodies under the aegis of the Governing Body which help in the decision making process regarding mobilization, allocation and utilization of funds from authorities such as UGC, State government, West Bengal Higher Education Department (WBHED), RUSA, MPLad, Department of Science and Technology. Annual Budget is prepared by the Department of Economics in collaboration with the Accounts Department which is placed before the Governing Body with prior recommendation of the Finance Committee.

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

## 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 has contributed significantly in institutionalizing the quality assurance strategies and processes. IQAC has collaborated with various departments of the college, from time to time, to organize Seminars, Webinars and Workshops to inculcate practical knowledge in the students. It plays an active part in the development of the Infrastructure of the Institution. Initiative taken to fill up vacant teaching, non-teaching posts and create new ones for laboratory assistants and data entry operator. Helped to organize medical camp and vaccination camp for college students and villagers of adopted village. Take initiatives to organize sports and cultural programs. IQAC continuously support and encourages to form collaboration/linkage with different academic institute, industries and professional institution to provide quality education, soft skill training and employment opportunities.

All purchases are done through a tender system to maintain fairness and transparency of the process. The accounts are maintained using a customised software. The financial statements are reviewed by External Auditor at the end of each financial year.

File Description	Documents
Paste link for additional information	<a href="https://ramsadaycollege.com/upload/iqac/IQAC%20Meeting%20Minutes%20Complete.pdf">https://ramsadaycollege.com/upload/iqac/IQAC%20Meeting%20Minutes Complete.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

During the pandemic period all classes were conducted online as per existing master routine but after commencement of normal

classes, all classes were switched to offline mode. Learning outcomes as well as programme outcomes have been uploaded on the college website and all faculty members were asked to maintain the time frame regarding completion of the syllabus and periodic monitoring of the progress of students. Internal examinations were conducted at regular intervals to assess the progress of the students. After each examination, department holds a meeting to analyze the performance of the students and arrange special classes and remedial classes as per requirements. All teachers were however instructed to, maintain and record their weekly academic related activities for, evaluation and for their Career Advancement Programs.

File Description	Documents
Paste link for additional information	<a href="https://www.ramsadaycollege.com/igac.php">https://www.ramsadaycollege.com/igac.php</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="https://ramsadaycollege.com/igac.php">https://ramsadaycollege.com/igac.php</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

The institution is committed towards adherence of principles of Fundamental Rights as laid down in the Indian Constitution. Several measures have been adopted with an aim of honouring gender equality and mainstreaming the girl students has been a keystone during policy formulation. The notion of equal opportunities is practiced in admission and recruitment process. The freedom of expression is pursued in all sphere with female representative(/s) in every committee as also in Students' Union. All female students are encouraged to join NCC (girl's wing) and self defence classes are conducted to boost their confidence and imbibe the mechanism of self protection during times of adversities. 24x7 presence of CCTV, security guards, separate common room for girl students with sanitary napkin vending machine and incinerator provide safe and secure environment within the campus. Formation of dedicated Internal Complaints Committee and Grievance Redressal Cell for addressing the concerns of girl students on campus are some of the endeavours for accomplishment of such zero tolerance policy. Gender Audit is conducted among all internal stakeholders of the institution at regular interval. More female support staff have been recruited based on the feedback received from such survey. Skill development programmes are conducted and Start Up Incubation Centre has been formed to enable students to learn employable skills and make them financially independent. Gender Sensitization Programmes are conducted to raise the awareness of all stakeholders and NSS units arrange special camps relating to Save Girl Child and health programme for children and women.

File Description	Documents
Annual gender sensitization action plan	Nil
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	<a href="https://assessmentonline.naac.gov.in/storage/app/hei/SSR/108416/7.1.1_1679336534_10314.pdf">https://assessmentonline.naac.gov.in/storage/app/hei/SSR/108416/7.1.1_1679336534_10314.pdf</a>

**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**

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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 Institution has not yet developed a comprehensive waste management facility but addressing various types of degradable and non-degradable waste effectively and responsibly.

For solid waste management, the Institution sorted the waste of the canteens into organic category which is processed in composting units, producing nutrient-rich compost for agricultural use. Sanitary napkins are disposed off under controlled incineration with incinerators installed at the girls common room and awsh room. This ensures minimal environmental impact by solid wastes.

E-waste management involves the safe handling and disposal of electronic and electrical wastes. The Institution has partnered with certified e-waste recycler, 'Hulladesk' to dismantle, recover valuable components, and dispose of hazardous materials in an environmentally friendly manner. The money that is credited to college account by the company is used for purchase of electronic equipments and devices or for maintaining AMC of electronic gadgets.

The waste recycling system encourages waste reduction and resource conservation. Awareness programs are conducted to promote recycling of wastes among staff and students. Recycling bins are strategically placed throughout the campus, making recycling convenient and accessible.

Overall, the Institution's waste management facilities serve as a model for environmentally responsible practices, fostering a cleaner, greener, and safer environment for all stakeholders.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit**

**C. Any 2 of the above**

**3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**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**

**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

**This institution believes in equality among diversities and committed to holistic growth of the students and to the society at**

large.

To build a Nation, development in each and every aspect of a village is decisive. Village adoption and to improve services in health and education for the villagers is a landmark decision by IQAC. Environmental awareness programmes and Medical Camps are systematically organized. Growing along with the community is the prime focus of the institution as we believe in sharing and dissemination of knowledge rather than confinement of education within the four walls of a classroom.

Our dynamic NSS and NCC Units are involved in regular cleanliness drives under Swachhata program for creating a better workplace to live and thrive. NSS volunteers also organize blood donation camps, free eye-testing camp, save girl child and road safety campaign, greenery and water conservation programs within and outside the college campus.

Institution pays special emphasis to programmes that involve women empowerment. Organizes self defence and soft skill course to enhance their skill. Institution pays special emphasis to programmes that involve women empowerment.

National days and cultural festivals are celebrated with equal enthusiasm by the student community to develop sense of patriotism and unity among diversity.

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

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

In today's rapidly evolving society, it is of paramount importance to sensitize students and employees of our institution to their constitutional obligations, encompassing values, rights, duties, and responsibilities as responsible citizens. This comprehensive understanding fosters a culture of civic consciousness, social harmony, and active participation in the democratic process. The following key points have been highlighted to sensitize our staff and students:

1. Sensitizing students and employees to constitutional obligations instills in them a sense of belonging, leading to a stronger bond with their nation and society.
2. Helps to understand constitutional rights which empowers individuals to assert their liberties and safeguards against any form of exploitation or discrimination.
3. Recognizing one's responsibilities promotes civic engagement and social welfare.
4. Emphasizing constitutional values such as secularism, pluralism, and justice promotes tolerance and respect for diversity, ensuring a harmonious coexistence within the institution and beyond.
5. Encourage active participation in the democratic process. This contributes to the growth and improvement of the nation.
6. Cultivating ethical behavior that upholds integrity, honesty, and transparency in all endeavors.
7. Sensitize students to become responsible leaders who prioritize the welfare of the society, advocate for social reforms, and drive progressive change.

In conclusion, sensitizing students and employees of our institution to their constitutional obligations is a vital investment in shaping responsible citizens and future leaders. By promoting awareness of values, rights, duties, and responsibilities, we are nurturing a socially conscious, inclusive, and democratic environment within our institution and contributing to the overall betterment of our nation.

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

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers,**

**B. Any 3 of the above**

administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff. 4. Annual awareness programmes on Code of Conduct are organized.

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The Institution takes great pride in celebrating and organizing various national and international commemorative days, events, and festivals. These occasions provide a platform for fostering unity, diversity, and cultural exchange among the campus community and beyond. The celebrations include flag hoisting ceremonies, cultural performances, and awareness campaigns to instill a sense of patriotism and national pride among the students and staff.

Throughout the year, the Institution commemorates the birthdays of renowned leaders, scientists, artists and social activists who have left an indelible mark on history. The celebrations are marked by a series of events and activities that aim to inspire and educate the campus community.

Cultural festivals like Vasanta Utsav, Raksha Bandhan, Biswa Nabi Diwas, Saraswati Puja are enthusiastically celebrated, encouraging cross-cultural interactions and mutual appreciation. Students and faculty from different backgrounds come together to share their traditions, customs, and cuisines, creating a vibrant and inclusive atmosphere on campus.

Moreover, the Institution actively engages in philanthropic activities during commemorative days such as World Environment Day, World AIDS Day, and International Yoga Day. These initiatives highlight the Institution's commitment to social responsibility and community service.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

College authority take pride to highlights two notable achievements in expanding the higher education among rural community:

**Women enrolment and empowerment:**

Since its very inception way back in 1946 with a meager 47 students (all male students), the college has gradually expanded its academic horizon. Presently approx. 5900 students have been enrolled in different programmes. The astounding figure of over 65% female enrolment every session for past six to seven years has prompted the college authority to renovate the infrastructure to suit their demands and purposes. The drop-out rate among female students after marriage is also a genuine concern that needs to be addressed. Village adoption and career counseling programs has reduced the drop-out rate. We need to empower a girl child to have a healthy and productive society. 'Prayashi,' an entrepreneurial program, further supports this mission.

**Thrust on sporting activities:**

Inspired by Swami Vivekananda's ideas, the college focuses on developing sporting events. Physical Education department teachers guide students to bagged several laurels at district/university/state level competitions. Students of Physical

Education department give free coaching classes on Yoga to primary students of the region. Girls' NCC and karate wings also bring pride and job opportunities. Two of our students are now involved in training the women wing of Kolkata police under 'Tejaswini' programme. Free table tennis training and gym use to local children aim to groom competent players for state and national events. The college authority extends different kinds of help to the promising players.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3 - Institutional Distinctiveness

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

The institution excels in structured learning, student-centric pedagogies, and community engagement. College bagged the best Kanyasree award for highest number of scholarship beneficiaries from this institution in 2019 from the state government of West Bengal. Token of appreciation received for active participation in the workshop on 'Save The Girl Child' program organized by department of health & family welfare, Govt. of West Bengal. The NCC girls' wing and the students involved in self defense programs have brought many accolades for the institution by participating in various state and national level competitions. These are the areas that make the authority proud as our mission is to craft proper human beings with basic human values and not just graduates with degree/diploma, certificates.

Ramsaday college is second oldest college in howrah which offers 90 course programs/combinations in 18 honors and 25 general subjects. Therefore students from the surrounding areas (covering 25-30 kms) have the unique opportunity to fulfill their aspirations. High success rate in Honours (>90%) and General (>70%) courses. There are instances where three generations of a family have completed or enrolled and our aim is to create at least one graduate from each family in the neighborhood. Not only students, but the people of this region also benefit from our dedicated staff, ensuring quality service and a congenial, safe environment. The institution not only creates graduates but individuals of righteous conduct, peace, non-violence, citizenship values and life skills. Our unwavering commitment to holistic education

ensures a wonderful legacy that will endure.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

1. Institutional Preparedness for National Education Policy as envisioned in NEP 2020.
2. Construct a seminar hall and to upgrade more class rooms into ICT enabled rooms.
3. Introduce skill enhancement courses to create employability opportunities to students.
4. Special emphasis on projects like Artificial Intelligence, Digital Empowerment, Cyber crime, Electric Vehicle maintenance.
5. Expansion and renovation of college canteen.
6. More thrust on social related project works.