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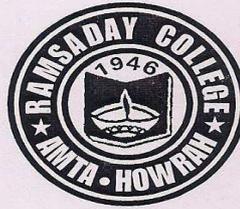
IQAC-RAMSADAY COLLEGE, AMTA | 2010

RAMSADAY COLLEGE

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

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

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



ANNUAL QUALITY ASSURANCE REPORT (AQAR)

PERIOD : 2010-2011

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Steering Committee for IQAC

Chairperson: Dr Anup Kumar Sikdar Principal, Ramsaday College

Coordinator: Dr Deb Kumar Mukherjee Associate Professor, Department of Chemistry
Sri Subrata Roychowdhury Assistant Professor, Department of Mathematics

Administrative officers :

- i. Bursar (Ex-officio), Sri. Parthajit Hazra
- ii. Librarian (Ex-officio), Mrs Soma Haldar
- iii. Head Clerk (Ex-officio), Sri Asit Baran Chakraborty
- iv Accountant (Ex-officio), Sri Arun Kumar Banerjee

Members (Teacher's representative)

1. Smt.Padmasana Chattopadhyay Secretary, Teachers' Council
2. Sri Pralay Talapatra Teacher, Department of Commerce
3. Sri Rabindranath Maiti Teacher, Department of Chemistry
4. Sri Ramesh Sahoo Teacher, Department of political Sc.
5. Sri Tapan Kumar Bar Teacher, Department of Bengali

Members of Management :

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

Members from Local Society :

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

OVERALL ANALYSIS BY NAAC PEER TEAM:

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

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

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

- During its sixty years of existence, the College has introduced only a limited number of degree programmes. It is time for the college now for giving a new orientation to the course structure so as to march ahead with the needs of the time. The proposed expansion may take note of the needs and aspirations of the people of the catchment area of the institution. Courses in Management, IT and agro-based aspects may be gradually introduced
- Some traditional departments, e.g., History, Commerce, Economics have the potential to bring out diversity into their academic programmes and they may be encouraged to introduce need-based 'add on' professional courses.

- There is an urgent need to introduce certificate course in Communicative English.
- Though 14 teachers have Ph.D. degree, publications in the last five years have been somewhat limited. Only a few teachers are actively publishing papers. Hence, the departments may be motivated to take up Major / Minor research projects funded by the UGC and other organisations for sustaining their interest in research.
- A Research Development Committee may be constituted for planning and overseeing research activity of the faculty.
- A Quality Assurance Cell may be started at the earliest.
- The use of the new teaching methods by the teachers may be encouraged. Use of audio-visual aids should be enlarged.
- Subjects like Geography, Sociology, Psychology, Microbiology, Computer Science and Mass Communication may be started in a phased manner
- Laboratory infrastructure improvement has to be given priority.
- UGC funding for short-term courses, remedial coaching, coaching for competitive examinations and instruments acquisition may be urgently explored.
- The Computer Centre may be expanded with Internet and LAN facilities and short-term courses may be designed for the students.
- More use of computers may be made in the library and the college office.
- The library should be expanded and enriched with new and latest publications.
- Computerization of library be undertaken on priority basis.
- The Alumni Association may be strengthened and registered.
- The grievance redressal mechanism may be strengthened to function as a semi-autonomous unit.
- The UGC and the Ministry of Youth Affairs may be approached for creating multi-gym facility and developing sports infrastructure.
- Advanced students should be encouraged to do better by giving them special coaching.
- A Parents-Teacher Association may be formed. This together with the Alumni Association can play an important role in the development of the college.
- A hostel for the girl students appears necessary.

- Introduction of women oriented programmes specific to the needs of the region, such as Home Science, Women Entrepreneurship and Rural Development and Management may be considered.
- The college should explore the possibilities of getting financial assistance from the welfare schemes of industries situated in the region.
- Construction of an auditorium with conference/seminar facilities is an urgent necessity.
- The college may prepare a vision plan for next five years to achieve its objective

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

Name and Signatures of the Peer Team

Prof. A C Bhagabati :

Prof. Jagadeesha :

Prof. Mrigen Das :

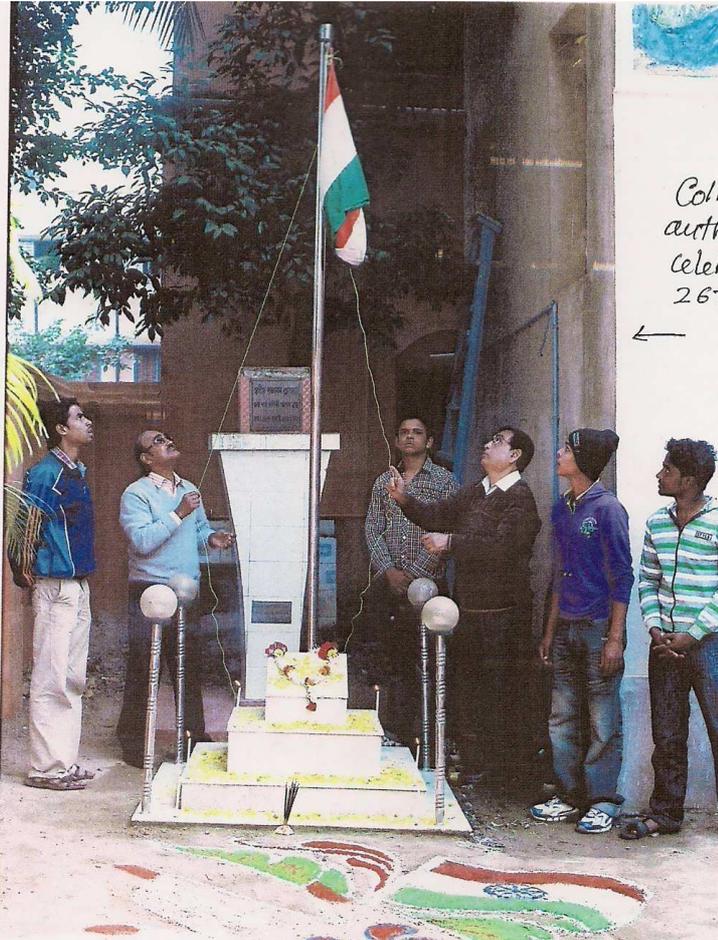
I agree with the observations and recommendations made by the Peer Team in this Report.

.....
Dr. Anup kumar Sikdar
Principal,
Ramsaday College

Amta, Howrah District
West Bengal, 711401
Date. 27th February 2007



College authority celebrates the 26th January 2011

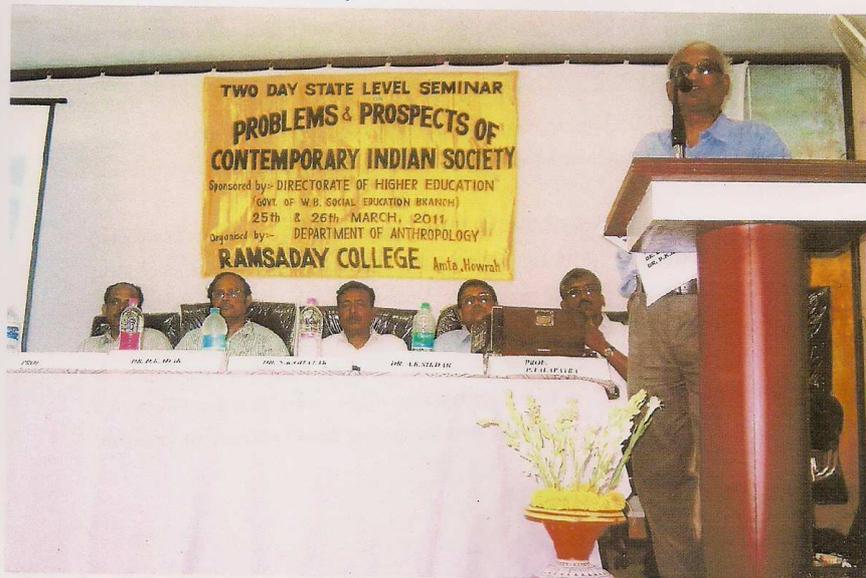


N.C.C. Girls section participates in 26th Jan, 2011 rally.





State level seminar sponsored by Higher Education Department, Govt. of W.B. and organised by the Department of Anthropology (25th and 26th March, 2011)



Institutional Data

1. Name and address of the Institution:

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

2. For communication:

Office

Name	Area/ STD code	Tel. No	Mobile No.	Fax No. (college)	E-mail
Principal: Dr. Anup Kumar Sikdar	03214	260251	9830127444	03214-265477	anup.sikdar@rediffmail.com
Vice Principal: Sri Pralay Talapatra	03214	260251	9874766227		pralay_talapatra@rediffmail.com
IQAC -Coordinator Dr. DebKumar Mukherjee	03214	260251	9433352385		debkumarmukherjee@rediffmail.com

Residence

Name	Area/ STD code	Tel. No.	Mobile No.	E-mail
Principal: Dr. Anup Kumar Sikdar	033	26679318	9830127444	anup.sikdar@rediffmail.com
Vice Principal: Sri Pralay Talapatra	033	- -	9874766227	pralay_talapatra@rediffmail.com
IQAC Coordinator: Dr. DebKumar Mukherjee	033	24029402	9433352385	debkumarmukherjee@rediffmail.com

3. Financial category of the college:

Grant-in-aid :

4. Type of college: Affiliated

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

01-08-1946

b) University to which the college is affiliated: **University of Calcutta**

6. Dates of UGC recognition: Under 2(f) : **16-06-1966; 12(B): 18-05-2007**

Part-A
Criterion I : Curricular Aspects

Plan of Action :

1. To introduce subjects like Journalism & Mass Communication, Film studies Microbiology, Electronics, Psychology and Music at the undergraduate level.
2. To introduce more PG-courses (Distance Education) at Ramsaday College P.G Study Center in collaboration with Vidyasagar University, Midnapore (West-Bengal). Courses especially in the stream of Physics Chemistry and Zoology to be proposed.
3. To popularize computer training course and spoken English course among our past and current students.

Actions executed :

1. The following subjects have been introduced at the U.G level in the academic session **2010-11**

<i>New subjects</i>	<i>Inaugural session</i>	<i>Intake capacity</i>
Philosophy General	2010-2011	70
Sociology General	2010-2011	50

The team of University experts after inspecting the infrastructure available, library facilities, faculty intake process and student strength have decided to open new subjects like Philosophy and Sociology from the academic session 2010-11. The team has recommended upgradation of the existing laboratory facilities before opening up subjects like Microbiology and Computer Science Honours.

2. The first two years of the Post Graduate Distance Education program under Vidyasagar University was a huge success. Students from all over the state participated in the following courses in the two-year program at the college center. A total of 60 hours class room coaching was conducted in each of the courses by reputed faculties from various Colleges, Universities and Management organizations.

Courses taught (2 Year program)	Degree to be awarded	Student enrolled(2010-11)(Pt-I & II)		
		Male	Female	Total
Bengali	M.A	213	149	362
English	M.A	31	24	55
History	M.A	157	122	96
Political Science	M.A	17	06	23
Geography	M.Sc.	97	81	178
Sanskrit	M.A.	19	08	27
Applied Mathematics	M.Sc.	18	03	21
Environmental Science	M.Sc.	03	01	04
Commerce	M.Com	19	04	23

3. The training program in computer will be taken up in a phased manner. The college authority has hired a computer professional to assist and train the existing staff of the college office in data entry operation, creating and maintaining data base, maintaining student profile during and after the admission process and updating information on day to day cash transaction in the office. A server with computer LAN connection has been hosted in the office for this purpose. Two casual staff has been appointed by the Governing Body and the staff will gradually be trained to operate the software on their own. Regarding spoken English course, the English department has been entrusted the task to take up the matter with The English department of Calcutta University to open a certificate course at our college centre. Mr Sumit Bar, Teacher, department of English is pursuing the matter.

Criterion II : Teaching, Learning and Evaluation

Plan of Action :

1. Remedial coaching programme for students.
2. Evaluation of the teaching and learning process with assistance from students' feed-back and suggestions from the academic sub-committee.
3. To popularise the concept of departmental library among students.

4. To initiate all possible measures to fill up the existing vacant faculty positions and create new posts in fields like Sanskrit, Computer Science, Food and Nutrition, Education, Bengali, English, Philosophy and Sociology.
5. To discuss means of improving the standards of teaching and evaluation.
6. To find effective means to curtail the drop-out rate among first year students.

Actions Implemented :

1. The rural students of our college represent the true picture of rural Bengal. Many of our students come from a very poor background, some are even first generation learners and many do not have the livelihood or means to support the burden of Higher education. Taking into consideration this heterogenous amalgamation of student mass, remedial program for students have been taken seriously by our teachers. Academically weak students are taken care of especially to improve their standard of writing skill and tackle the questions which are more basic and commonly asked for. Solved answers of would-be questions are supplied to them regularly in classes and they are asked to give monthly tests on them. Students living below the poverty line are financially assisted during the period of University registration and form fill-up process.

Appraisal report

Scheme: Remedial coaching in Ramsaday college for students belonging to SC/ST/OBC (excluding creamy layer) and Minority community

Period : 2010-11

Introduction : The project was undertaken at our college to protect and foster the interests and needs of the minority groups which comprises 52% of our total student strength. The prime aim is to enable students belonging to SC/ST/OBC/Minority communities to come upto the level necessary for pursuing higher studies efficiently and to reduce their failure and drop-out rate. Proper guidance and training by our dedicated teachers in different subjects will definitely go a long way to shape the future of these not-so-gifted students.

Duration of coaching : Though the grant from UGC was approved in Dec 2009, we received it in January 2010(vide letter MSWC-108/09-10 (ERO) dated 11.01.2010). Since January and February are usual periods of text examination for Part-I and Part II students of our college and the Calcutta University exams commenced from mid March 2010, we could not implement the programme immediately as students became busy preparing for their final University exams and our college became the exam center for B.COM, BA and B.SC exams which continued till June 2010. Fresh admission to first year classes began from early July and the classes commenced from early August. After 2 months of direct teaching periods

we finally began our remedial coaching classes from early November after the completion of the Puja vacation. The statements and detailed accounts provided are therefore for the duration November 2010 to 31st march 2011.

Subjects covered under the scheme : Preference was given to the Humanities subjects in the first phase as most of the students come from this discipline. Subjects covered are- **Bengali Honours and General; History Honours and General; English Honours and General; Political Sc. Honours and General; Education Hons and Gen.; Sanskrit Hons and General; Geography Honours and General.** Apart from the SC/ST/OBC and students belonging to minorities communities, a few students of General category participated in the programme. Since most of our students come from economically backward areas and to popularize the concept of remedial coaching, we refrained from collecting any additional fees from the General students this time. Actual number of students benefitted and the detailed break up subject-wise have been given separately in our progress report.

Evaluation : After completion of 2 months of remedial coaching program, a unit test was conducted for our 1st year students in early January 2011. Though it was premature to judge the performance of these students, we would get a fair idea about the utility and success of this Remedial coaching program once these students appear for their final University exams in May 2011. The overall response and feed back status from the resource persons are however both satisfactory and encouraging.

Problems encountered: Since most of the students come from far away rural places with inadequate transport facilities they find it difficult to stay beyond the normal class hours to attend the remedial coaching programs. We often conduct classes early in the morning to overcome this difficulty but noticed that students have the habit and the excuse of skipping their normal classes on the pretext that they get overburdened with tight class schedule. We have therefore to set a time schedule that will be beneficial and advantageous to students and teachers alike. We would incorporate more subjects, especially the science subjects, and hope to cover both part-I and part-II students from the academic session April 2011 to March 2012.

Overall comments : Since it was the first-hand experience by us to conduct coaching classes for a particular section of the society after the normal class hours, we need to make certain alterations in the time schedule keeping into account the Geostatic location of the college, transport facilities available, availability of resource persons and non-teaching staff of the college at odd hours and finally the suggestions and feedback from our students who after all are the real beneficiaries.

2. The final year students of all the three streams are given the opportunity to evaluate the performance of their teachers (both full-time and part-time teachers). They are provided printed questioners having a ten point scale and have the freedom to put down their remarks and comments. Questions include the timely completion of syllabus by the teacher, punctuality and availability in allotted classes, quality of teaching, assistance

outside the classrooms and many more. The format is then studied by the Principal who sits with the concerned teachers and the respective Heads of the departments. The total outcome and feedback is then discussed in the academic sub-committee. Besides this, all teachers submit their self appraisal report to the Principal at the end of every academic session and the outcome regarding number of classes allotted and actually taken by different streams is published in the following year of the college prospectus.

3. Though most of the departments have their own departmental libraries, efforts are on to cover all the streams/subjects. The departments have been requested to declare one particular day and time slot of their choice as the “SEMINAR LIBRARY DAY” and to popularize the concept of book reading among the students.
4. The total number of sanctioned teaching posts is now 34. Since there are 15 posts lying vacant, efforts are now being made to fill up these positions. Part-time teachers have been recruited in various subjects to fill up the void created. The college authority has already submitted the filled-in format as prescribed by the College Service commission and as per 100 point roster for necessary action in March 2011. Nothing specific regarding interview dates and appointment of Assistant professors on substantive posts has been declared by the College service Commission. The college authority is in constant touch with the Higher Education department considering the urgency and severity of the situation.
5. As recommended by the NAAC peer team, LCD projections and slide presentation by OHP has been introduced and followed by most of the departments as an aid to teaching methods. Arts faculty, especially English and Bengali departments, often use Audio-visual display in their Honours classes through micro films and CDs. These departments have already informed the college authority to install a Language lab for developing the language skill among our students.
6. Though the drop-out rate has declined from the previous 30% to 22% in the last three years, all efforts are made to reduce it below the national level of 17-18%. Various financial schemes available to the students through various nodal agencies especially

UGC, Directorate of Public Instruction-Govt. of West Bengal are passed on to the beneficiaries. The college authority assist the students coming from financially weak families by waiving a large portion of their tuition fees and allow all interesting students to participate in Remedial coaching programs introduced by the University Grants Commission.

Criterion III : Research and Extension

Plan of Action:

1. Promotion of research culture among faculty and students. Ongoing research projects will be introduced in the college web site.
2. To request all departments to send proposals to organize workshops/seminars in the college campus.
3. To encourage faculty members and students to undertake community related projects especially for the backward and physically challenged people of the society.
4. To take up more industry based research and consultancy projects.

Actions executed :

1. Teachers should be encouraged to take up research projects either individually or on a collaborative basis. At present two minor research grants from the UGC(Eastern Regional office) are in operation. One in the department of Chemistry and the other in History. Four research proposals have been submitted for approval to UGC(ERO). One of our teachers has resumed his duty after completion of one year as an Assistant Professor in Chemistry in Seoul National University, Republic of Korea. Though effort has been made to publish the research outcome on college website, the low domain space and bandwidth needs to be modified to upload the large volume of data. The domain space will be increased from the session 2011-12 as discussed with our service provider.
2. The department of Commerce has successfully conducted a State Level Two-day seminar at the college campus. Eight speakers from renowned Universities delivered their lectures over the 2-day period and a brochure has been published containing the proceedings and abstracts of the seminar theme. The departments of History and

Anthropology have also conducted a 2-day state-level seminar in the month of February 2011. These two seminars were sponsored by the Social cell, Government of West Bengal. Faculty members have been encouraged to participate in UGC sponsored seminars and workshops to enhance their horizons of knowledge. Teachers have been particularly advised to present their research papers and findings in National and International level seminars. Articles on contemporary issues can be published in popular magazines or even in the annual college magazine. One of our teachers from the department of Chemistry was invited to present his research findings in an International seminar (First Congress on Asymmetric Catalysis) held in Beijing on July 2010. Our principal Dr Anup Kumar Sikdar was invited to speak on his studies on Genetic Engineering at an international seminar held at Mahasarakhan University, Thailand in November 2010.

3. The NSS unit of the college under the leadership of our program officer Dr Ramesh Chandra Sahoo (department of Political Science) has conducted several programs throughout the year for the welfare of poor and down-trodden people of the society. A seven-days special camp was organized(from 20th March 2011 -26th March, 2011) and it turned out to be a huge success because of active and full hearted participation by college staff(teaching as well as non-teaching), volunteers, students and rural people. The college authority takes this opportunity to express gratitude and sincere thanks to all involved in the process. Efforts are on to conduct such community related projects in near future. Details of the program conducted have been submitted to the NSS cell and a copy has been attached in the appendix section of this IQAC report.



U. G. C Seminar organised by the Department of Commerce (7th & 8th March, 2011)



State Level Seminar organised by the Department of History (2nd & 3rd February, 2011)



Mr. Kallol Rai, Director-Finance, GRSE, Ministry of Defence delivers speech in a U.G.C sponsored seminar organised by Department of Commerce.



Delegates in U.G.C sponsored seminar organised by Department of Commerce.

Criterion IV: Infrastructure and Learning process

Plan of Action :

1. Open access to Library facilities for students and teachers.
2. A girls' hostel to come up within the campus with financial aid from UGC.
3. To create separate department rooms for the Arts and Science faculty.
4. To expand the reading space of the existing central library.
5. To construct a new cycle stand to accommodate the increasing number of cycles and two-wheelers parked within the college boundary
6. To construct a separate administrative building of college
7. To construct a separate a multi gym for Girls' and boys' section of the college
8. To construct an auditorium with 1500 sitting capacity for holding college cultural functions, National and state level seminars.

Actions implemented :

1. Modernisation of college library has been done. Students and teachers are entitled for open access system. The college authority has now taken a step for "Digital Library" which will be a more effective tool for research scholars and student
2. Regarding construction of the Girls' hostel with financial assistance from the UGC, all necessary paper works have been completed. The work which was assigned to the PWD(Public Works Department) is on the verge of completion at the designated site. The work completion report and final utilization certificate will be submitted to the UGC office shortly.
3. A separate laboratory room has been created for Food and Nutrition department. All modern cooking amenities have been kept there with the aim to facilitate the practical work in this subject. In addition to these, some departments like Physics, Chemistry, Geography, Botany and Zoology have their own laboratories and class rooms equipped with common appliances and reagents.
A separate laboratory space has already been created for the Anthropology department. It has an adjacent classroom for teaching and reading purpose.
4. The college office and the accounts section is already functioning at its new site after been shifted from its ground floor site to the second floor of the renovated building. The

college office and the accounts section have been fully automated and the server connection to various ancillary units has been made. Network extension through LAN connection to all the departments and to the central library need to be done on an urgent basis. The reading space in the central library has been enhanced from its previous 30 to almost 80. A separate enclosure is there for the teachers for reading purpose.

5. Since parking of cycles and two-wheelers is a serious problem which encroach a major portion of the college entrance, the college authority has chosen a separate site with roof covering where all vehicles will be parked. There will be a separate access to the main road from the designated site which will reduce unnecessary commotion during college hours.
6. For effective and smooth functioning of college administrative work, a detail scheme of building with vetted plan and estimate has been submitted to the Higher Education Directorate, Govt. of West Bengal, which is now under progress.
7. Proposal for construction of Boy's and Girl's multigym with modern equipments was submitted to UGC, ERO office on February 2011. Rupees twenty four lakhs has been sanctioned for construction of multigym and Rupees five lakhs for purchase of multigym equipments by the University Grants Commission.
8. A proposal has been submitted to the office of the M.P, Sri Sultan Ahmed for financial assistance regarding construction of the auditorium at the college site.

Criterion V: Student Support and Progression

Plan of Action :

1. To generate systematic record of not only pass out but drop out students.
2. To accommodate the drop out students in their streams of choice as far as practicable.
3. To extend and modernize the NCC unit in consultation with people of Fort William.
4. To engage the rural youths in more community and local development projects.
5. To organise more cultural and sports related activities and incorporate them in the college academic calendar.
6. To activate the student counseling cell

Actions implemented :

1. All the departments have been requested to generate and maintain a systematic anthology of the students passing out of the college. Even the records and statistical data of the students dropping out of their respective courses should be generated. The reason of drop out should be incorporated in the format and the data to be evaluated at the end of every academic session. Efforts are to be made to reduce the drop-out rate from the current 24% to 18% by the end of the academic session 2011-2012.
2. If a student discontinues from his/her normal course curricula because He or She finds it hard to adjust the combined subjects offered during the time of admission, the college authority will by all means try to accommodate them in their stream of choice as far as practicable. The college prospectus offers a wide range of subject combination taking into consideration the subjects offered by the neighbouring Higher Secondary schools and those sanctioned by the parent university.
3. Some progress has already been made regarding setting up of the second NCC unit (Boy's) at the college centre. For the time being the college authority has been asked to tie up with a neighbouring college at Uluberia for training schedule of our selected students. It is to be mentioned that the NCC unit of the Girl's section is functioning under the guidance of ANO, Prof. Chandrayee Sengupta, Deptt. of Commerce.
4. About 200 volunteers, mostly selected from first and second year courses, under the leadership of our NSS program officer, Dr Ramesh Chandra Sahoo, have been assigned the responsibility to visit the rural areas and engage themselves in community development projects. The group of students has been divided into several batches and each batch has been assigned separate jobs. The jobs include plantation of trees, create awareness on cleanliness, nutritional values of food, hygienic activities to be practiced at home, menace of drug, illicit liquor and narcotics consumed by the rural folk and importance of environment on human life. All these programs have received wide spread acclamation by the rural community.
5. The student community has for years given little emphasis to sports and cultural activities as viable tools in shaping or building their career. Participation in college annual sports or in inter-college cultural competitions is not satisfactory. With the introduction of Physical education (from academic session 2009-10) and Music (proposed in 2011-12 session) in the course curricula we sincerely hope there would be some shift in student attitude. The college authority has introduced sports and cultural events in the academic calendar and foresees active participation by students in coming years.

6. It is to be admitted that the placement cell of the college finds hard to convince the industrial organizations to visit the campus and offer jobs, in whatever forms, to our pass out students. Due to the job crunch scenario in most industries, our target is now to approach the small-scale agro, fishery, textile and brewery units, coming up in large numbers, as potential job providers. The college authority is finding ways to train the willing students in these emerging sectors through short term certificate courses and through project works. Talks are on with Enterprise Development Institute (EDI), Salt Lake office, to conduct various job related courses and guidance at our college center.

Criterion V I: Organization and Management

Plan of Action :

- 1 To have better coordination among the various sub-committees and report the developments on a monthly basis to the college authority.
- 2 To explore different avenues for resource generation like MLA/MP/Zila Parishad development fund.
3. To introduce vocational professional courses like web-page designing, computer and mobile maintenance, Refrigerator repairing etc.
- 4 To get the staff pattern approved by the Directorate of Public Instructor, Govt. of West Bengal
- 5 To get the vacant approved teaching posts from the college service commission.

Actions executed :

1. The various sub-committees comprising of members of the teaching, non-teaching and the student community have been approved by the Governing Body of the college. Periodic review of performance of these bodies has been done by the Principal and important agendas were placed before the Teacher's council for effective discussion.
2. A proposal of Rupees one crore twenty six lakhs was submitted for assistance from the University Grants Commission for general development (including merged schemes with development grant) in the Eleventh plan (2007-2012). The college has given details of facilities available at present, the extent to which they are being put to use and the

specific reasons for proposing further expansion. An interactive session was arranged by the Eastern Regional office of the UGC and after effective discussion rupees **sixty eight lakhs** under various schemes have been approved. The committees constituted by the college authority will look into these projects and to complete the projects within the plan period in accordance with the terms and conditions prescribed for the purpose.

The college has also approached various organizations and bodies for resource generation. An amount of rupees twenty four lakhs have been approved by the DPI for construction and renovation purpose.

3. Taking into account the job prospects in the field of computer and web design, mobile maintenance, fibre optics etc. The college authority has decided to introduce self financing professional courses in BCA and B.Sc(IT) soon. Negotiations with different organizations are on regarding this.
4. The college authority is yet to receive the list of the approved posts of non-teaching staff from the Higher Education Department.

5. The college authority has already submitted the filled-in format as prescribed by the College Service commission and as per 100 point roster for necessary action in March 2011. Nothing specific regarding interview dates and appointment of Assistant professors on substantive posts has been declared by the College service Commission. The college authority is in constant touch with the Higher Education department considering the urgency and severity of the situation.

Criterion VII : Healthy Practices

Plan of Action:

1. General computer awareness program to all students from all streams with the assistance from a recognized training institute.
2. Greater emphasis on moral and value upliftment of students in this world of uncertainty and competitiveness.
3. To invite various professional and career counseling bodies to motivate and apprise our students on job prospects in different fields.

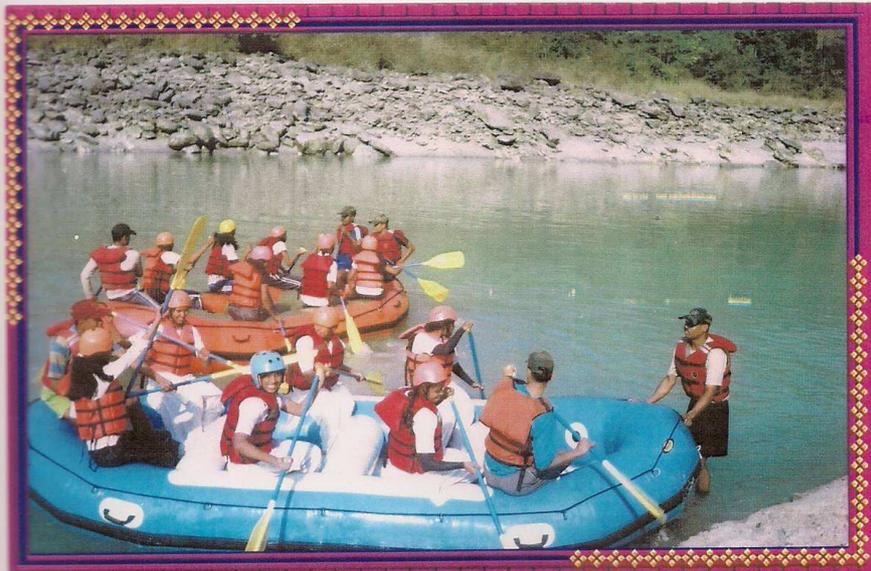
4. Different sub-committees to be made more effective and coordinated to ensure complete transparency in management of the college.

Actions implemented :

1. A memorandum of understanding has been done with IIJT, Salt Lake, sector V, Kolkata, by the college authority. The computer awareness programme will start soon at the college campus.
2. Greater emphasis on moral and value upliftment of students in this world of uncertainty and competitiveness is a necessary. The college authority has decided to introduce a diploma course on “Human Rights & Values in Education” from the academic session 2011-2012.
3. The placement division of our college has geared up to invite various professional and career counseling bodies at the college campus. This task has been undertaken to motivate and apprise our students on various job prospects in different fields.
4. Different sub-committees have been created and these units are coordinated to ensure complete transparency in management of the college.



Department of Bengali celebrates the "International Mother Language Day" in college auditorium.



N.C.C. Girls participates in N.C.C. Training Camp at Uttarakhand.



Physical Education Students (Girls) participates in "BRATACHARI TRAINING" in college campus.



Physical Education Students (Male) participates in "BRATACHARI TRAINING" in college campus.

Part-B:**1. Activities reflecting the goals and objectives of the institution:**

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

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

Under-graduate: Philosophy General (academic session 2010-11)

Sociology General (-----do-----)

Post Graduate: Distance Education programs in M.Sc., M.A and M.Com. have commenced from the academic session 2008-09. M.A in Sanskrit has been introduced from the academic session 2010-11.

3. Innovations in curricular design and transaction:

We do not have much scope in incorporating novel ideas in courses and curricula. The affiliated colleges like us under the auspices of the parent university framework hardly enjoy any autonomy or liberty in framing the syllabus or course curricula. The various departments however have their own academic calendar to guide them in timely completion of syllabus allotted by the parent university. Remedial coaching program for academically weak students is conducted by most of the departments. The college has been selected a Zonal center by the Calcutta University for Under-Graduate History General Part-I Examination since 2009-10. All Evaluation and scrutiny of answer scripts are done at the college center with Principal as officer in charge. The Head, Department of History, acts as the Head Examiner and supervises all activities.

4. Inter-disciplinary programmes started:

None in the current period

5. Examination reforms implemented:

Dates of the final examinations and their modalities are framed by the parent university. The University from the session 2008-09 has published an academic calendar so as to have a uniform

pattern in maintaining the time schedule for conducting the unit tests and the preparatory tests. We have adjusted the time frame and the program of the unit tests in conformity to the University calendar to minimize the loss in actual teaching and learning days.

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

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

7. Initiatives towards faculty development programme:

Participation in seminars/workshops organized by different institutions.

Organising departmental seminars and presenting papers on popular and subject related topics.

Participation in UGC sponsored symposiums.

Research activities through minor research grants.

Participation in orientation programs and Refresher courses organized by the Academic Staff colleges.

Dr Deb Kumar Mukherjee, Department of Chemistry, has participated in a faculty Development Program organized by Entrepreneur Development Institute and Bengal Chamber of Commerce. The three week program was organized from 15th November to 26th November 2010.

8. Total number of seminars/workshops conducted:

1 UGC sponsored state-level seminar was conducted by the Department of Commerce during this period. Three state-level seminars were organized at the college campus with financial assistance from DPI, Govt. of West Bengal. Two proposals to organize National level seminars (one by the department of History and the other by the department of Zoology) at our college auditorium have been approved by the UGC-Eastern Regional Office this year. Approval to conduct four more state-level seminars has been granted from UGC-ERO in this academic session.

9. Research projects:

a) Newly implemented: 2 (Two)

b) Completed: 3 (Three)

10. Patents generated, if any: None

11. New collaborative research programmes: Two

i) Research project jointly by the department of Chemistry, Ramsaday College and KyungHee University, Seoul, Republic of Korea.

ii) DST sponsored project by the department of Zoology and by the Microbiology department, Mahaswarakan University, Thailand.

12. Research grants received from various agencies:

Rs. 86000 (Sri. Amitava Chatterjee, Dept of History)

13. Details of research scholars:

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

14. Citation index of faculty members and impact factor:

Deb Kumar Mukherjee (Reader, Department of Chemistry) has several citations of his research articles (Total = 114, courtesy SCOPUS international).

The impact factor of journals range from 2.8 (Catalysis communications) to Journal of Catalysis having an impact factor 5.24.

15. Honours/Awards to the faculty:

One of our faculty members, Dr Debkumar Mukherjee of the department of Chemistry, has been enlisted as Reviewer of research articles in four international journals (Journal of Catalysis Communications, Journal of Molecular Catalysis, Catalysis Letters and Journal of Applied catalysis)

Our Principal, Dr Anup Kumar Sikdar has been listed Ph.D examiner of Rajshahi University, Bangladesh and Mahaswarakam University, Thailand.

16. Internal resources generated:

Tuition fees collected=Rs 17,07,500.00

Book grant from UGC=Rs 2,20,000 (XI-th plan period; 4th instalment)

DPI grant for building construction=Rs 25,80,000

DPI grant for other purposes= 60,000 (*for Seminar purposes*)

17. Details of departments getting SAP,COSIST(ASSIST)/DST.FIST, etc.

Assistance/recognition

None

18. Community services:

Twelve programs related to community services have been organized by the NSS unit of the college and ably assisted by the staff and general students. The details of the programs conducted and its implications have been submitted by the NSS program officer to the NSS cell of Calcutta University. A special seven days NSS camp was organized at the college centre (from March 20 to March 26, 2011). The response among participants throughout this period was overwhelming.

19. Teachers and officers newly recruited:

Among the teaching staff 16 part time teachers have been recruited to fulfill vacant posts that occurred due to retirement of full-time faculty and introduction of new courses in the academic curricula. Two non-teaching staff on contractual basis and one computer data operator have been recruited in the office to effectively handle office related matters.

20. Teaching -Non-teaching staff ratio: 76: 24

21. Improvements in the library services:

Average number of faculty visited the library during the period = 8

Average number of students visited the library during the period = 118

Stock of books in the library (as on June 2011) = 22,825

Average number of books issued/returned per day = 71.5

Ratio of library books to the number of students enrolled = $22,825 \div 2542 = 9.0$

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

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

22. New books /journals subscribed and their cost:

Books/Journals subscribed= 2306 Books= 2282 ; Journals= 24

Amount: Rs. (UGC=Rs 2,20,000); DPI= Rs. 75,000; College fund=Rs. 8402.00)

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

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

24 Unit cost of education:

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

- i. Excluding salary component =
- ii. Excluding capital Expenditure =

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

Not yet been completed. Office automation and computerization of office records has been taken up in a phased manner. The process of admission has been done through computer generated programs from the academic session 2009-2010. Certificates sent by the parent university are distributed to the deserving candidates as and when they approach the college authority.

26 Increase in the infrastructural facilities:

A separate block has been constructed to accommodate a new class room and the practical room for Food and Nutrition department. The NSS cell has been shifted to this new block. The second storey is under construction and this will accommodate the computer Science Department. A separate building adjacent to the heritage building of the college has been constructed and this accommodates the office and the library of the Distance education program. A separate enclosure for Physics Honours practical classes has been made on the first floor of the Science block building.

Expansion of existing Laboratories, creation of class rooms and construction of a new lab for the Chemistry department has been taken up on a priority basis.

27 Technology upgradation:

Two LCD projectors, one Overhead projector, Several Green and white boards (total=17) have been purchased and more will be introduced as a part of modern tool to teaching process. Internet facilities with Broad band will be provided to teachers and necessary steps have already been taken by the college authority. Fifteen computers for the department of Commerce and Chemistry and 2 printers have been installed in this academic session.

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

Though the internet access has been created, total LAN and service to various college units yet to be completed.

29 Financial aid to students:

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

30 Support from the alumni association and its activities:

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

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

Though there are no fixed dates for the existing parent-teacher association to meet, the guardians are specially called for during the counseling days for student admission in various streams. Students who fare badly in test exams and who are reported to be irregular by their departments are also directed to meet the academic committee along with their parents. The college administration has plans to make such parent-teacher meetings at least once in three months.

32 Health services:

The rural health unit of the college is associated with the "Indian Institute of Mother and Child," an NGO organization which has a vast network not only in India but in different parts of the world. During the current period, groups of people from Italy and Spain engaged in Child health activities, visited the area where our trainee nurses work. It is to be mentioned here that three trainee nurses (all former students of our college) have been working as volunteers in the surrounding rural areas for the past six years. Their prime job is to spread awareness and provide

primary medical services to the rural women masses especially during periods of pregnancy. The unit also impart free formal education to children between the age group 4 to 10 years.

33 Performance in sports activities:

Large scale participation of students in events like debating, extempore, creative writing and in sports activities has been encouraged. Students of our college participated in the inter college cricket and football competition at the Calcutta University ground. Though they qualified at the preliminary stages, they failed in the Knockout stages. One of our students from second year Arts stood 2nd in the inter college athletic meet (event Discuss Throw) organized by the University of Calcutta.

34 Incentives to outstanding sportspersons:

The college is finding means to set up its own gymnasium at the college campus. Efforts are on to build a small stadium at the existing college play-ground.

35 Student achievements and awards:

Four students from the department of Mathematics, Two from Physics, One from Zoology secured first class in their final year B.Sc. Honours examinations. One student from the science stream has secured first division in the final (I+I+I sys) examination. The pass out percentage in Honours and General examinations conducted by the Calcutta University this year is 91% and 80% respectively.

36 Activities of the Guidance and Counselling cell:

A guidance and career counseling cell exists with the Principal as convener and has been functioning since four years. Principal along with four senior teachers have conducted two general sessions during the period 2010-11. One of these sessions was held during the time of college admission (August 2010) and the second one was held in January 2011 just before the University form fill up process commenced.

37 Placement services provided to students:

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

38 Development programmes for non-teaching staff:

The college authority has introduced accident benefit policies for its employees from the year 2008-09.

39 Best practices of the institution:

- i. Good teaching strength and plan
- ii. A good knowledge in pedagogy using available source of books, field survey and participation in national/international and state-level seminars.
- iii. Policy of internal assessment by means of an evaluation system.
- iv. Remedial coaching for academically backward students
- v. Inspiring students in undertaking social and community related services.
- vi. Infrastructural growth in conformity with academic growth.
- vii. Introduction of core subjects in course curriculum and simultaneous scope of pursuing Masters degree through Distance education.
- viii. Feedback from students, Guardians and alumni for betterment of services and review of performance.
- ix. Proper budgeting and resource mobilization. Audit reports kept up to date.
- x. Welfare schemes for all relevant constituents

40 Linkages developed with National/International, academic/research bodies:

- i. Dr. DebKumar Mukherjee of the department of Chemistry, is a life member of the catalysis society of India and has research collaboration with KyungHee University of Seoul, South Korea. He was invited for oral presentation of his research findings in the international Congress on Asymmetric Catalysis held in Beijing (July-2010).
- ii. Sri Amitava Chatterjee, Assistant Professor, Deptt. of History, presented paper in National University of Singapore on June 2010. The symposium was organized by International Association of Historians of Asia.
- iii. Sri Parthajit Hazra, Head, department of Commerce is also the alumni of Institute of Chartered Accountant.
- iv. Dr. Anup Kumar Sikdar, principal of our college has research collaboration with the Institute of Genetic Engineering, Badu, Madhyamgram and Indian Statistical Institute (ISI), Kolkata.

Part-C

Future plans for the Academic session July 2011-June 2012.

Curriculum:

1. To introduce subjects like Journalism & Mass Communication, Microbiology, Music, Psychology at the undergraduate level.
2. To popularize computer training course and spoken English course among our past and current students.
3. To open a certificate course on business and communicative English.

Teaching, Learning & Evaluation:

1. Expansion of the Remedial programme in all subjects.
2. To popularise the concept of departmental library among students.
3. To initiate all possible measures to fill up the existing vacant faculty positions (at present 15) and create new posts in fields like Education, Bengali, English, Food and Nutrition, Philosophy and Sociology
4. To discuss means of constantly improving the standards of teaching and evaluation.
5. To publish departmental magazines with creative articles/writings by faculty and students.
6. To find effective means to curtail the drop-out rates among first year students.

Research & Extension:

1. To publish a book on “**Sardhasatabarshe Rabindranath**” a literary publication by college and university teachers and eminent scholars of Bengali literature.
2. Publication of News Letter of the college. Ongoing research projects will be introduced in the college web site and teachers engaged in research activities will be duly rewarded as far as academic freedom and work load is concerned.
3. To organise National and State-level seminars and conferences at the college campus. Students in particular will benefit much from academic discussion by the elite Panel. This has been given top most priority in the current academic session.

4. To undertake important community related projects especially for the backward and physically challenged people of the society.
5. To take up more industrial based research and consultancy projects.

Infrastructure & Learning process:

1. Free Broad band internet facilities to teachers which will help them in areas of teaching, learning and research.
2. To create separate department rooms for the Arts and Science faculty.
3. To install Xerox facility at the Central Library.
4. To construct a new cycle stand to accommodate the increasing number of cycles and two-wheelers parked within the college boundary.

Student Support & Progression

1. To generate systematic record of not only pass out but drop out students.
2. To engage the rural youths in more community and local development projects.
3. To organize more cultural and sports related activities and incorporate them in the college academic calendar.
4. To activate the student counselling cell and extend all possible help in their decision making process.

Organisation & Management

1. To have better coordination among the various sub-committees and report the developments on a monthly basis to the college authority.
2. To request all departments to send proposals to organize workshops/seminars in the college campus.
3. To explore different avenues for resource generation like MLA/MP/Zila Parishad development fund.
4. To get the staff pattern (Non-teaching) approved from the Directorate of Public Instruction (DPI).

Healthy Practices

Plan of Action :

1. To put greater emphasis on moral and value upliftment of students in this world of uncertainty and competitiveness.
2. To invite various professional and career counseling bodies to motivate and apprise our students on job prospects in different fields.
3. Different sub-committees to be made more effective and coordinated to ensure complete transparency in management of the college.

Name & signature of the
coordinator, IQAC

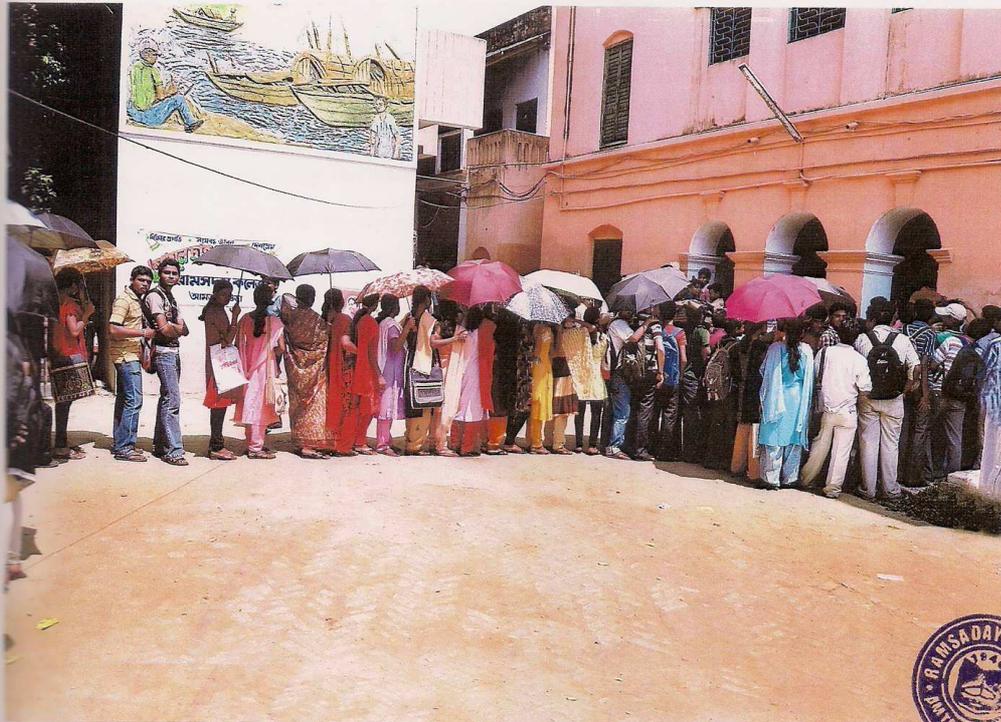
Name & signature of the
Chairperson, IQAC



N. S. S. Students of college performing cultural activities in "NSS Week of Calcutta University"



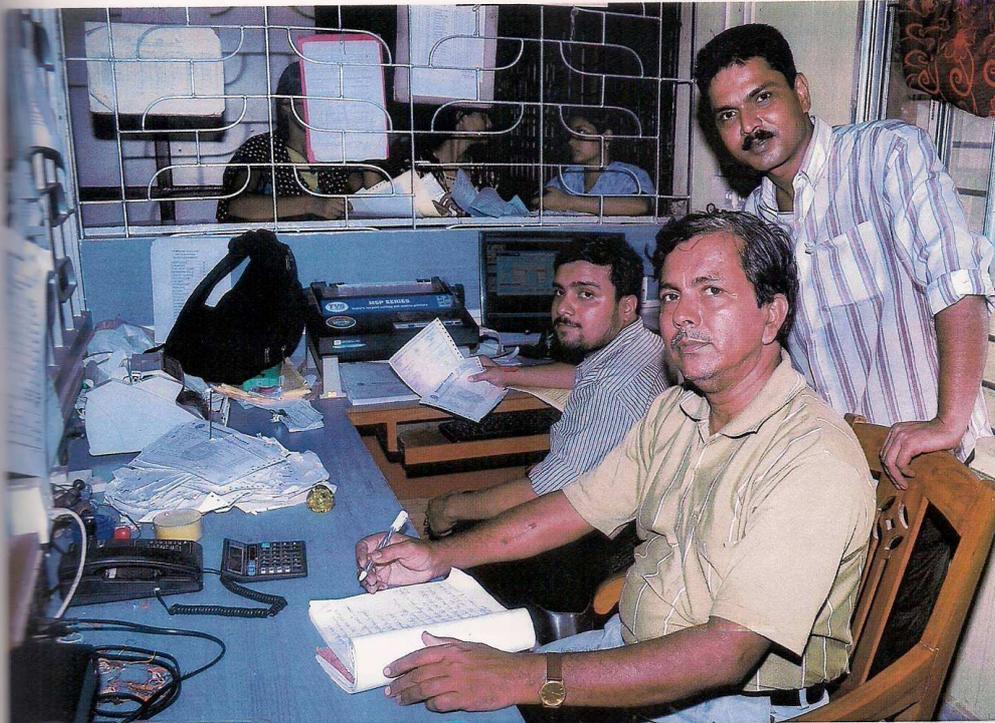
Dr. Anup Kumar Sarker, Principal, handed over the certificates and Prize to a N. S. S. participants.



Students seeking admission in 1st year U. G. Course waiting in college campus for collection of College prospectus, 2011



Students admitted through counselling by Dept. of Physics, 2011



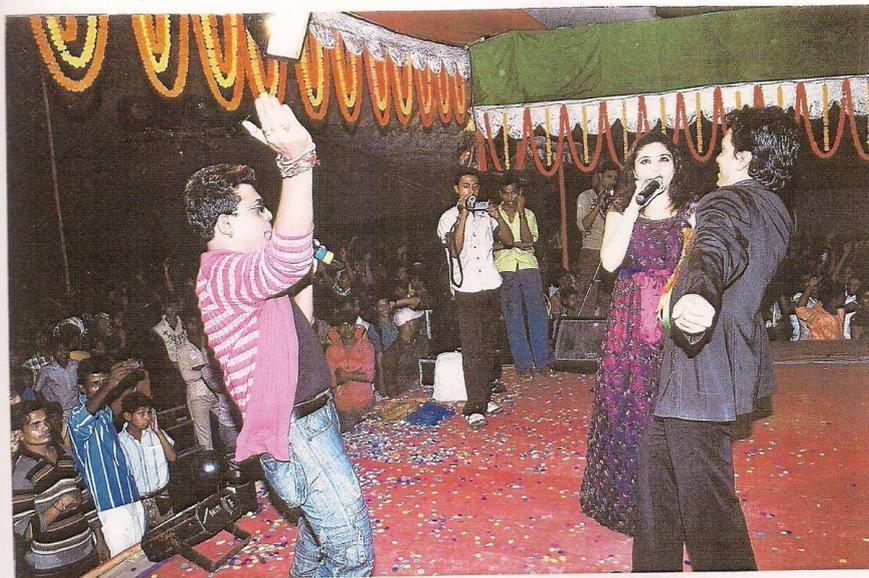
Computerised Cash Section collecting college fees from students.



Students admitted through counselling by Deptt. of Commerce.



Blood donation camp organised by students of college.



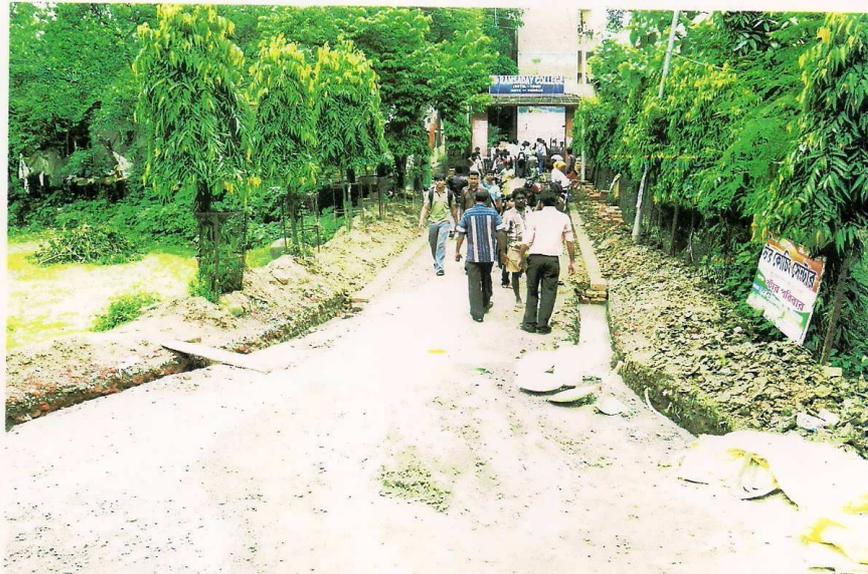
Annual Cultural Function, 2010 organised by the Chhatra Samisad of Ramsday College.



Honourable educationist along with members of Governing Body of college inaugurating "RABINDRA SARDHA SATABARSHA BHAVAN" in January, 2011.



Construction of new building with the financial assistance of Higher Education Deptt, Govt. of W.B, is under process.



Renovation and beautification of main entrance of College Building.



Construction for additional classroom is under process.



Plantation programme by College NCC unit



Dr. Jibandhu Roy, Joint secretary , W.B. Higher Education Council Inaugurate the ' Rabindra Bhavan' .



Dr. Suranjan Roy, Vice Chancellor, Calcutta University Delivered speech on the seminar of ' Satabarse Gitanjali '.



College Seminar Hall



Blood Donation Programme Organised by NSS Unit.



P.G. Students' are in final Examination.



On going construction of new building.



Green park maintained by NSS unit.