Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**RAMSADAY COLLEGE**
Name of the head of the Institution	**Dr Deb Kumar Mukherjee**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**913214260251**
Mobile no.	**9874694311**
Registered Email	**ramsaday.college@yahoo.in**
Alternate Email	**ramsadaycollege2011@gmail.com**
Address	**Amta College Road Amta Block I**
City/Town	**Howrah**
State/UT	**West Bengal**
Pincode	**711401**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Subrata Raychaudhuri**
Phone no/Alternate Phone no.	**913214260251**
Mobile no.	**8017566508**
Registered Email	**ramsaday.college@yahoo.in**
Alternate Email	**ramsadaycollege2011@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.ramsadaycollege.com

4. Whether Academic Calendar prepared during the year	**No**

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**B**	**2.67**	**2012**	**21-Apr-2012**	**20-Apr-2017**

6. Date of Establishment of IQAC	**02-Jul-2007**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Job Training and personality development to the final year students	**20-Aug-2018 80**	**80**
Swachhata Programme	**02-Feb-2019 4**	**140**
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
EEDI-Ahmedabad	EAC(4 nos)	EEDI	2019 8	80000
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Successful implementation of CBCS in all courses of Undergraduate programs and at the Post Graduate course complying the directions of the parent University. 2. More emphasis was given to web related teaching and learning process with a significant shift from conventional chalk and talk method. 3. Special emphasis was given to hygienic activities and Swachha Bharat mission within the college campus and at the neighbourhood 4. Extension activities like free health check up and Thalassaemia screening tests were conducted by experienced medical practioneers from Tropical Medicine Hospital, Kolkata. Thalasaemia carriers were given separate counseling sessions. 5. Freeships were provided to deserving students belonging to the financial weaker sections and all efforts were made so that the students get their scholarships within the time frame.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Creation of more class rooms to do	proposal to the state government has

proper justice to cbcs	been submitted
Setting of Photo voltaic solar cell at roof tops	Work pending at the Government level despite several reminders
Construction of a second approach road to campus	Filling of Nayanjali with earth material is under process
Opening of Journalism course at Undergraduate level	Journalism as General course introduced
Opening of PG course in Mathematics	Pending at the university end for approval

[View File](#)

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Governing Body of Ramsaday College	22-Dec-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**Yes**

Year of Submission	**2019**

Date of Submission	**26-Feb-2019**

17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**i. Merit list and ecounseling list of students during admission process ii. Data base of students based on relevant documents uploaded by them during the admission process in both undergraduate and post graduate courses. ii. Accession of library books based on KOHA software iv. Salary of teaching and nonteaching staff, generation of salary certificates through IFMS(Integrated Financial Management System) v. Data of Merit cum means scholarship given to students by the state government**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The syllabus for B.A, B.Sc, B.Com programs are framed by the parent university. There is however choice of pedagogy and options of selecting Skill Enhancement courses (SEC) and Discipline Specific Elective courses (DSE). The Departmental head conducts meeting among teachers to finalise the courses out of options given for the semester students. For example in Chemistry, under SEC , you have the choice to take theory and practical classes for third semester students either in Analytical Clinical Biochemistry, Pharmaceutical chemistry, Materials of Industrial importance and Computational Chemistry (Application of Computers in Chemistry). Similar is the case with discipline specific courses. The department therefore decides on curriculum delivery based on available human and material resources at their end.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
nil	nil	02/07/2018	0	nil	nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA (Journalism)	Journalism and Mass Communication	03/06/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc Nutrition	Dietrics	9
BSc	Environmental studies	1028
BSc	Geography Honours	54
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Feedback in prescribed format is collected from final year students of both undergraduate and post graduate courses. The grievance redressal cell addresses the issues raised regarding library, canteen or office administration and they are also discussed in the IQAC committee. Regarding syllabus or standard of teaching, the matter is discussed in the academic committee. If certain issues are raised regarding a particular faculty member by a group of students, the teacher is asked to explain before the disciplinary committee chaired by the Principal of the institution. Parents are usually invited by the department separately during parent-teacher interaction meet and during parent-teacher-student meet to discuss issues like student performance, attendance in classes and behavior with colleagues and seniors. Though it has been found that parents usually remain silent during such interactive sessions, their visit to the institution at least improves the rapport with the community and between stakeholders and gives the institution a chance to highlight the various activities like Swachhata mission, Entrepreneurship programs, disaster management, Digital Bharat and several outreach activities by NSS volunteers and NCC cadres of our institution.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	Bengali	50	43	41
BCom	Honours	135	212	128
BSc	General	195	306	163
BSc	Honours	439	1568	352
BA	General	1025	1890	1020
BA	Honours	875	1772	730

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses

2018	5203	41	25	2	106

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
106	60	3	4	2	3
[View File of ICT Tools and resources](#)					
[View File of E-resources and techniques used](#)					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Though much emphasis is given to timely completion of syllabus and quality education in the semesterized system of course curricula, each and every teacher has been assigned the responsibility of mentoring a group of students who are identified as non-regular in classes, inattentive during class sessions or weak in coping with other fellow mates. Some students during the counseling process have revealed that their parents have forced them to study with a specific subject choice though they have a different liking. Sometimes it is related to job opportunity and in most cases the financial burden to keep a private tutor for such modernized non-traditional courses. It becomes difficult to convince the students grown up under the tutelage of private tuition from early childhood that whatever taught in classes through regular teaching learning process is enough for scoring good marks in semester exams. Students should take advantage of the technologies available within the institution like free Wi Fi facilities, language lab and make judicious use of library resources to expand their horizons of knowledge. Also the final year students should log in with their College Id to participate in time bound online exams uploaded on college portal to make them acquainted with various competitive exams. Many students of final year suffer from the dilemma of what to do next after getting the degree certificates. They are advised to consult our career counseling and placement cell who sincerely look into this matter and advice accordingly. A very recent example can be cited here. A student of final year B.Sc (Chemistry Honours) who has cleared the JEM examination was offered M.Sc in Tele medicine course at IIT Kharagpur. He approached us for help and when we learnt about his passion for research and teaching post we advised him to go for M.Sc in Pure Chemistry course at IIT Hyderabad. The student has taken admission in IIT Hyderabad and is very happy with the course curricula there.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
5203	25	1:208

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
35	25	10	Nill	12

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Deb Kumar Mukherjee	Principal	Research grant from Department of Science Technology and BiotechnologyGovt

| 2019 | Deb Kumar Mukherjee | Principal | Reviewer recognization from Elsevier journal publication |
| of West Bengal |
| 2018 | Dr Tapan Kumar Bar | Assistant Professor | submitted final mrp report to UGC |
| 2018 | Dr Biswajit Pal | Associate Professor | submitted final MRP report to UGC |

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	Honours	3rd Year(III sys)	22/02/2019	10/05/2019
BSc	General	3rd Year(III sys)	10/07/2019	09/08/2019
BSc	Honours	3rd Year(III sys)	11/03/2019	21/06/2019
BA	General	3rd Year(III sys)	10/04/2019	09/08/2019
BA	Honours	3rd Year(III sys)	11/03/2019	21/06/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As per CBCS in UG and PG course of studies, Internal assessment of 20 marks (Attendance 10 marks and assessment 10 marks) for each paper has to be done from the college end. Each department keeps record of student attendance on the basis of lectures delivered and based on these records, 6, 8 or 10 marks are assigned to them as per Calcutta University directives. Students with low attendance are repeatedly cautioned and even their parents are asked to meet the college authority. Internal assessment exams are conducted as per guidance from respective board of studies of each subject. To make our students competent in various competitive examinations, online MCQ pattern questions with timer are uploaded on college portal for their routine practice especially after final semester exams. Correct answers and the percentile scores are displayed as soon as the student submits his/her answer online. Members of examination subcommittee of our institution prepare and upload the questions on a routine basis.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Need to follow the academic calendar and notices published by the parent university from time to time regarding conduct of examinations (internal Assessment) and submission of marks online. Even answer scripts received from the University for Honours students are evaluated and scrutinized by the respective department teachers and marks are submitted online within 15 to 20

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.ramsadaycollege.com/courses_outcomes.php

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BA	Honours	360	358	99.30
Nill	BA	General	501	308	40
Nill	BSc	Honours	149	147	98.62
Nill	BSc	General	135	121	89.63
Nill	MA	Bengali	31	31	100

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://www.ramsadaycollege.com/student_feedback_report_2019.php

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Industry sponsored Projects	365	Lubrikote Pvt Ltd, Mumbai	1	0
Minor Projects	730	UGC-ERO	8	0.8
Major Projects	730	DSTABT	5.1	0.9

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
nil	nil	02/07/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
2	3	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Bengali	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Physics	1	1.0
International	Physics	5	2.0
International	Mathematics	3	3.0
National	Geography	3	1.5
International	Chemistry	2	2.0

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Chemistry	1
Mathematics	2
Bengali	3

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Cobalt nanoparticles as recyclable catalysts for degradation of imidaclopri d pesticide	Arijit Mondal, Amit Das, Asish Mondal, Moumita Roy, DEbasmita Mukherjee and DEb	Research Journal of Chemistry and Enviro nment	2019	4	Ramsaday College	4

in aqueous media	Kumar Mukherjee						
Room -temperature synthesis of nickel nanoparticles nad their use as catalyst for methyl orange dye degradation	Arijit MOndal, Debasmita Mukherjee and DEb Kumar Mukherjee	Int J. N anotechnol ogy	2018	4		Ramsaday College	7

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Room -temperature synthesis of nickel nanoparticles nad their use as catalyst for methyl orange dye degradation	Arijit MOndal, Debasmita Mukherjee and DEb Kumar Mukherjee	Int J. N anotechnol ogy	2018	12	7	Ramsaday College

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	20	35	96
Presented papers	1	3	7	21

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Screening of Thalassaemia patients	Tropical Medicine of Kolkata	6	120

Special NSS camp	National Social Service units	9	200
	View File		

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NCC cadet/ANO	Certificate of Merit	National Cadet Corps	40
	View File		

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Digital India	NSS units	Mock Parliament by Youth cell	3	12
Gender issue	Department of Commerce	Project work	2	5
Swachh Bharat	NCC Girls unit	cleanliness program	3	20
NCC cadet	National Cadet Corps	firing	1	6
	View File			

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Research activity	3	College fund	10
	View File		

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
job training for students	Career counseling and placement	G.S. Consultancy, Salt lake, Kolkata	10/04/2018	06/10/2018	65
	View File				

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1.5	1.2

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with LCD facilities	Existing
Laboratories	Existing
Class rooms	Newly Added
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
2	Partially	2016	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	25108	5000000	550	150000	25658	5150000
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others

Existing	104	2	7	4	2	2	24	100	0
Added	1	0	1	0	0	0	1	0	0
Total	105	2	8	4	2	2	25	100	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
nil	nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
3	3.2	1.5	1.2

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The various committees like sports and Infrastructure, library, academic affairs, research development, submit their requirements to the convenor of purchase and finance committee. Principal is the chairperson of all committees. The demands are placed and if approved by both the committees, the concerned departments and bodies are asked to seek quotations from vendors and submit the comparative prices for final approval. For construction purposes over rupees 5 lakhs budget, e tendering on government portal is done and all procedures are strictly followed. Bursar approves the payments and payment in most cases is made through HRMS after deduction of GST, labour cess and TDS as per standard norms. Separate register has been kept for all cheque related payments with Principal and outside GB members assigned the signatory powers. Separate asset register has been created with geo-static positions maintained for all items. Bar codes are given for all furniture and book related items purchased from different grants.

https://ramsadaycollege.com

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	**Student Aid Fund**	**266**	**207000**
Financial Support from Other Sources			
a) National	**National Scholarship**	**483**	**2318400**
b)International	**0**	**Nill**	**0**

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Entrepreneurship skill	02/02/2019	280	EDII Ahmedabad and DSTABT
YOGA	05/06/2019	45	NCC Girls BN
Language Lab	15/04/2019	36	English and Computer Science
Remedial coaching	28/01/2019	230	individual departments

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	competitive examinations	130	18	6	18

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Mapple Industries	9	2	Aegis International and Mapple	14	6

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	22	BA	Bengali	Own	MA in

2018	1	B.Sc Honours	Physics	IIT Mumbai	M.Sc in Nano technology
2018	14	BA Honours	Sanskrit	University of Calcutta	MA in Sanskrit
2018	4	BA Honours	Zoology	University of Calcutta	M.Sc In Zoology
2018	2	BA	Bengali	University of Calcutta	MA in Bengali Literature
2018	12	B.Sc Honours	Mathematics	Universioty of Calcutta	M.Sc in Mathematics
2018	6	B.Sc Honours	Geography	University of Calcutta	M.Sc in Geography
2018	3	B.Sc Honours	Chemistry	University of Calcutta	M.Sc in Chemistry

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	Nill
SET	Nill
GRE	Nill
TOFEL	Nill

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Indoor sports competition Nill	intra College	174
Outdoor sports competition Nill	intra college	119
cultural activities Nill	intra college	92

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Rifle shooting	National	1	Nill	NA	Shrabani Ojha

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The student council is formed from class representatives who are elected by the regular students of the college. Against 50 students there is one representative from all streams. The elected representatives form a core committee with General Secretary as head and other members to look after various activities like library, academics, sports, cultural, Magazine, canteen and common room. Principal is the president of this council and all expenses incurred by the body are verified by the Bursar and then undergoes the audit process. The General Secretary of the student council is also a member of the governing body and several members from the council represent various academic and physical committees. THe list is displayed on the college website and also published in the college prospectus.Representation of students play a pivotal and an important role in the smooth functioning of day to day activities.The council publish an annual college magazine, conduct indoor and outdoor intra college sports, play an active role in inter and state lebel sports and cultural activities. The female students participate in NCC BN unit and there are three NSS units of 100 students in each unit for college and community extension activities. THe student council play active role in organizing annual social function and all important national programmes and local festivals. They even contribute in social welfare programmes and in relief funds during natural calamities. The student council along with the teaching and non-teaching staff participate in disaster management programs whenever such crisis arises.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

600

5.4.3 – Alumni contribution during the year (in Rupees) :

100000

5.4.4 – Meetings/activities organized by Alumni Association :

One alumni gathering was arranged on Sunday 4th December 2018. Departments however invite their pass out students at various occasions to motivate the current batch of students. One of our alumni members donated Rs one lakh for extension of library building.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. Various academic committees have been created and teachers from all streams and sections (Full time teachers, Part time and Guest lecturers) have been incorporated to make the system more robust, transparent, functional and effective.Non-teaching staff and alumni are also included to get their views regarding management and good governance. Regarding e-tenderig process for construction work, Integrated financial management services related to salary and supplementary bill generation, moderation, and payment through HRMS(Human Resources Management System) to vendors/suppliers, teachers proficient in software applications have been made operators and recommendors with Principal

as an approver. Non-teaching members have also been sent in training sessions to integrate them into the system of financial management. 2. Senior teachers have been assigned responsibilities to look after the Internal quality affairs, made convenors of building and maintenance committee, to look after placement and Entrepreneurship affairs, female colleagues in student grievance cell to look after health, hygiene and counseling activities.Scientific adviser to the Department of Science, Technology and Biotechnology(Govt of West Bengal) has been included in the IQAC for participative management.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	The management feels the need of introduction of more ICT enabled class rooms and to propagate techno pedagogical techniques in the teaching learning process. Faculty members proficient in such skill are requested to train their peers and students and contribute to encourage more on use of available technology.
Research and Development	A separate research unit has been created and students of Science departments are allowed to see the operation of scientific instruments like Gas Chromatography, Spectrophotometers, Gel analysis technique etc.Teachers are encouraged to take up projects having societal benefits.
Examination and Evaluation	Conducted as per strict directives of the University. No flexibility is given to students regarding class attendance or performance during Internal assessments.
Teaching and Learning	Teaching through use of multimedia tools by some departments like English, Bengali,Geography, Chemistry, Zoology and Food Nutritin. Commerce department assign student projects on subject related topics and departments like Education, Political Sc, Botany and Anthropology use exhaustive field works and trips as joy of learning associated with the pedagogical process.
Curriculum Development	The course syllabus assigned by the university is tuned by the respective departments to suit the student needs, standard and resources available.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details

Planning and Development	**E-tendering portal created with teachers as Data entry operators and approvers. All financial transactions over Rs 5 lakhs are settled through PFMS and e-tendering is done for construction works above five lakhs.**
Student Admission and Support	**Online admission process assigned to vendors and are followed strictly as per merit through e-counseling stages. Admission data is entered online through Bangla Uchhasiksha portal on regular basis. vacant reserved seats are dereserved following BCW guidelines and offered to students in the waiting list.**
Finance and Accounts	**All cash entry, verification and reconciliation with bank statements are done through computer mode.**
Examination	**Online marks entry, verification and generation of statement of marks are done trough online mode by departments. Log in and otp generation is done at the Principal end.**
Administration	**Pay packet generation, arrear claim, salary disbursement are done through IFMS mode with teachers as nodal officers and due assistance from non-teaching staff. salary certificate is also generated online if required by staff. All library work is done trough KOHA software. Provision of online subscription for E resources and e-journals is there.**

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	**Smt Chaitali Kanjilal**	**National workshop on Yoga Vedanta Renaissance**	**department of Sanskrit, Jadavpur University**	**2500**
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)

| 2018 | English vocabulary | English Vocabulary | 06/08/2018 | 06/10/2018 | 64 | 8 |

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development	2	04/02/2019	18/02/2019	14
Orientation Programme	2	04/01/2019	25/01/2019	21

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
2	1	1

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The auditor is assigned by the department of Higher Education department, Government of West Bengal for audit related work at the institution. All financial related documents are prepared by the accountant starting from entry of data in the computer mainframe based on vouchers and cash book entry by the cashier. All vouchers get verified by the Bursar who is an Associate professor from the department of Mathematics and finally endorsed by the Principal. After thorough bank reconciliation from statements obtained, a detailed report is made ready for the audit work. Two account officers help in the entire process. Librarian and his staff assist in the audit process of library books and documents incurred for the financial year.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
nil	0	nil

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6.4.3 – Total corpus fund generated

3000000.00

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	No	Nill
Administrative	Yes	Nill	Yes	Nill

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

i. parents are informed of the various activities available for their wards apart from normal teaching learning process ii. To inculcate good moral values even at homes for their son and daughters and to behave like friends with them iii. to create an atmosphere of trust and transparency in the system

6.5.3 – Development programmes for support staff (at least three)

i. Medical cards in the form of Swasthya Sathi for the part time teachers and non-teaching staff promoted by the state government. ii. Partial payment of medical claim for non-teaching staff iii. Waive of tuition fees for children of support staff admitted at college and financial benefit for school going children

6.5.4 – Post Accreditation initiative(s) (mention at least three)

i. Opening of Post Graduate regular course in Bengali under University of Calcutta ii. Enhancement in the number of Undergraduate seats iii. New class room buildings and expansion of the library space.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	training proframme for final year students	29/11/2018	04/08/2018	06/10/2018	80
2018	swacchta programme by NCC Girls wing	29/11/2018	10/09/2018	14/09/2018	40
2019	outreach activities conducted by NSS	12/06/2019	21/09/2019	28/09/2019	100
2019	creation of pool of mentors for benefit of students	12/06/2019	01/07/2019	31/12/2019	60
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender parity	04/02/2019	18/02/2019	3	2

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Smoke and Fire alarms have been installed at the college office, meter box and at the central library to protect the documents in case of any eventuality. All attempts have been made to install solar Photo voltaic cells at roof tops as an alternative source to thermal power provided by West Bengal State Electricity board.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	3
Rest Rooms	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	3	3	09/02/2019	7	NSS special camp	i.health programme for children and women ii. clean liness iii. Save girl Child iv. Road Safety	200
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
BUDHIL academic journal	01/12/2018	The annual college magazine (Sobujer Avijan is published by the student council and the

| | | | academic journal BUDHIL with ISBN number 2456-4109 is published every year before college social. Topic on Human values and professional ethics are been published here for all concerned. |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
YOGA programme on World YOGA day	21/06/2018	23/06/2018	90

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Containers at several places to collect liquid and solid wastes. Solid wastes are used for land filling and to generate compost for organic farming. 2. Well maintained garden by the NSS and NCC group of students and their work supervised by senior teachers 3. No plastic , no tobacco zone at the entire campus. 4. canteen is given subsidy to use LPG burners and no diesel or coal is used to minimize smoke and the carbon footprint. 5. Round the clock cleanliness of wash rooms and no stagnant water bodies that could enhance vector borne diseases. 6. General awareness programmes among staff and students to maintain ecofriendly atmosphere within the campus and outside.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Welfare activities for students and staff and in the community to create a congenial atmosphere for peaceful coexistence and create a better workplace for all. 2. Wide range of subject combination provided for students to pick and learn.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://www.ramsadaycollege.com/health_prac.php

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Ramsaday College in the district of Howrah, West Bengal is a Rural college (Year of establishment,1946) where students from the surrounding areas (covering even 15-20 Kms) have the unique opportunity to learn and grow. The institute offers 92 course programs/combinations in 18 Honours and 23 General subjects.The Success rate is more than 97 in both B.A and B.Sc Honours (Average data of five years from 2013-14 to 2017-18 academic session). In general courses, success rate is above 80. There is an excellent bond with local communities and healthy relations with all stake holders. There are instances where three generations have studied in this institute and it is our aim to create at least one graduate from each family in the neighborhood. In city based colleges, there are several opportunities for a student to pick a course or a curriculum from many options available but in this region within a radius of 15-20 kilometers the choice is limited and our institution has come up with various programs in all three streams of arts, science and commerce to fulfill their aspirations. To fill the void of growing rate of unemployment in the

state, different employment and skill development opportunities are provided and an attempt has been made to train the students in various competitive exams with no extra fees charged from them. The people of the region are assured of quality service from our staff and a congenial feel-safe environment is created where the teaching, learning process can blossom.

Provide the weblink of the institution
https://www.ramsadaycollege.com/institutes_distinctiveness.php

8.Future Plans of Actions for Next Academic Year

i. Introduction of more PG courses and certificate courses ii. Introduction of Microbiology and Electronics in Undergraduate course of teaching. iii. Introduction of Computer Science Honours iv. Creation of new non-teaching posts especially laboratory assistants for all Science subjects and filling up of vacant NT posts v. To submit IQEA for NAAC assessment as per new format vi. Creation of a second approach road to campus over the existing pond vii. Renovation of the college sports ground with boundary wall and stadium viii. More training programs to students for corporate jobs and awareness camps on self start-up entrepreneurship issues. ix. Installation of Solar Photovoltaic cells at roof tops x. Free internet service to all students and more use of digital platforms in ICT enabled class rooms as a tool to the teaching-learning process. xi. To propagate the "Digital India" and Swaccha Bharat programme among students and in the community at large. xii. To organize more seminars and workshops related to social issues like Gender sensitization, Save Girl Child, Vector borne diseases, Rain water Harvesting, Biodiversity and its impact on society, Child labour and Girl trafficking, etc