



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		<b>RAMPURHAT COLLEGE</b>
Name of the head of the Institution		<b>Dr. Buddhadeb Mukherjee</b>
Designation		<b>Principal (in-charge)</b>
Does the Institution function from own campus		<b>Yes</b>
Phone no/Alternate Phone no.		<b>07602216877</b>
Mobile no.		<b>9434945037</b>
Registered Email		<b>principal.rampurhatcollege@gmail.com</b>
Alternate Email		<b>iqac.rphc@gmail.com</b>
Address		<b>Rampurhat College, Dakbangla Para, P.O.: Rampurhat, Dist.: Birbhum, PIN: 731224</b>
City/Town		<b>Rampurhat</b>
State/UT		<b>West Bengal</b>
Pincode		<b>731224</b>

<b>2. Institutional Status</b>	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Suman Kumar Nayek
Phone no/Alternate Phone no.	09434187769
Mobile no.	9434187769
Registered Email	principal.rampurhatcollege@gmail.com
Alternate Email	iqac.rphc@gmail.com

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.rampurhatcollege.in/images/uploads/RphC%20AQAR_%202017-18_Submitted.pdf">http://www.rampurhatcollege.in/images/uploads/RphC%20AQAR_%202017-18_Submitted.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.rampurhatcollege.in/images/uploads/Academic%20calendar%202018-19_%20signed.pdf">http://www.rampurhatcollege.in/images/uploads/Academic%20calendar%202018-19_%20signed.pdf</a>

<b>5. Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.1	2007	31-Mar-2007	30-Mar-2012

<b>6. Date of Establishment of IQAC</b>	04-Apr-2007
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<b>7. Internal Quality Assurance System</b>
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Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
MoU with Hiralal Bhakat College, Nalhati for faculty exchange	21-Aug-2018 1095	4706
<a href="#">View File</a>		

**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
Rampurhat College	Development grant	SRS	2019 365	250000
Rampurhat College	Seminar grant	Science & Technology	2019 365	75000
Rampurhat College	NSS	Red Ribbon Club	2019 365	4000
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**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

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

**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)**

Construction of boundary wall (1st phase).

Electric wiring and septic tank in girls' hostel.

MoU with H. B. College, Nalhati.

No Files Uploaded !!!

**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	Achievements/Outcomes
To complete the renovation of Boys' hostel	Work for first phase was done
Completion of all facility in new girls' hostel	Electric wiring (1st phase) and septic tank in new girls' hostel was done
No Files Uploaded !!!	

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

Yes

Name of Statutory Body	Meeting Date
Governing Body	26-Apr-2022

**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

27-Feb-2019

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

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The finance and accounting section of the college is fully computerized and salary is circulated through online transaction in accordance with the HRMS of State Govt. Staff salary notification and generation of salary slips is done online. Finance Accounting MIS transaction with bank is conducted online. Staff salary notification and generation of salary slips is done online. Students evaluate teachers through TAQ (Teaching Assessment Questionnaire) and outcome are evaluated, analyzed and computed. Likewise evaluation by parents is also available. The admission procedure is conducted entirely through online. In the admission procedure, the student applicants are enabled to fill in the application form and pay their

admission fees through online. Selection of candidates is done based on an index factor calculated by the respective departments. Students are also selected in the Reserved Category as per government rule to ensure their chances of admission. This list is attached separately to ensure chances for them in Higher Education. The subjectwise and categorywise students' lists are published on line on the basis of merit. Data required by the affiliating University is sent online based on the information drawn from the Application Forms for admission. Student information is available on the website. Information is disseminated through college website, social media network to stakeholders. Student information is available on the website. Information is disseminated through college website, social media network to stakeholders. Students and employees are informed about college events through SMS, social media network and verbally through meetings. Thus it is apparent that, though the institution has no integrated Management Information System, the process of admission, accounting, salary, student's scholarships, examination notification etc. are partially done through online.

## 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 college keeps pace with the CBCS system since 2017 and by introducing a number of new courses during the last five years. The college provided 22 courses of UG and PG during the year. The 17 disciplines of Arts, Science and Commerce streams are Bengali, English, Political Science, Philosophy, History, Sanskrit, Economics, Education, Music, Geography, Physical Education (only General course), Physics, Chemistry, Mathematics, Botany, Zoology & Accountancy. The college has started both Honours and General courses in Music and Education and Postgraduate courses in Bengali, English and Sanskrit. The regular postgraduate course in Bengali has been started in 2014 and English and Sanskrit in 2015. Introduction of these new disciplines enriched the diversity of curriculum of this institution. The cross-cutting issues related to Gender, Environment and Sustainability, Human Values and Professional Ethic are already incorporated by the affiliating University (The University of Burdwan) in the present college curriculum. Gender awareness programmes have been a part of this curriculum. The Undergraduate syllabi of English, Sanskrit, History, Political Science and Philosophy include issues related to Gender and Human

Rights. The syllabi of Botany, Zoology, and Geography focus on climate change and environmental issues. The institution abides by the syllabus framed by the affiliating University and has little freedom in designing curriculum. However, it takes utmost care for proper implementation of the curriculum. The affiliating University conducts workshops and meetings inviting teachers from all affiliated colleges to participate in the process of updating, revising and designing courses. The senior faculty members from each department of the college take part in this process and communicate their opinions and suggestions for effective execution of the curricula. The library automation process that has been started since 2016-2017 with the help of Koha LMS is functioning quite well. The membership of Inflibnet N-List taken by the college provide enough academic facilities to undergraduate and postgraduate learners and teaching faculties by giving access to books and journals from college library and other e-resources. The NSS wing of the college conducted awareness camps and blood donation camp during the year. During the last five years the college has taken considerable initiatives to instil education and culture among its students through the implantation of value-oriented approach in teaching and by involving the students in various environmental and cultural activities of the college including college sports.

#### 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
<b>No Data Entered/Not Applicable !!!</b>					

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
No file uploaded.		

#### 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
<b>No Data Entered/Not Applicable !!!</b>		

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

	Certificate	Diploma Course
<b>No Data Entered/Not Applicable !!!</b>		

### 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
<b>No Data Entered/Not Applicable !!!</b>		
No file uploaded.		

#### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Environmental Studies	3698

BSc	Geography	39
BSc	Botany	32
BSc	Zoology	47
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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	No
Parents	No

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

Feedback Obtained
<p>Feedbacks obtained from students of final semester on the institutional curriculum, classes, and on the general conduct of college-administration are analyzed by members of the college administration along with a body of non-teaching and teaching staff. The feedback is obtained through a questionnaire given by the college before they collect their final mark-sheet and leave this institution. Suggestions given by the students are often implemented from next session for the benefit of subsequent batches of students. Moreover, several teachers of various departments of the college, being members of UGBS and PGBS of the affiliating University (the University of Burdwan) provide concrete suggestions on designing and development of the curriculum. Faculties from the Department of Philosophy, History, Political Science, and English gave several suggestions for modification of their respective syllabi. Teacher of the college also give their feedback on the syllabus, facilities in the departments and college overall. Their feedbacks are analysed by the administration of the college. Proper measures are taken to resolve the issues relating to problems regarding teaching-learning. Administration took necessary steps for purchase of books and equipments as and when required.</p>

## 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
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 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	4609	97	38	0	15
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## 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	Number of smart classrooms	E-resources and techniques used
53	22	5	6	1	2
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

The teachers act as the guides of the students very willingly and impart advices in academic mentoring and personal help. Depending upon the gravity of the need, the teachers help the students economically sometimes. In this way the college has incorporated personal counselling mechanism into Students Mentoring System. A continuous evaluation system is conducted in all courses and all subjects, including the pre-examination tests before the final University examinations of B.A., B.Sc. and B. Com. The college arranges some tutorial classes within its class-routine, where the teachers of all subjects interact with their respective students regarding the improvement of their studies and advise on their career planning. A number of remedial classes were arranged during the year for the benefit of the slow learners among students. Thus the institution encourages the cultivation of interpersonal bonding between students and teachers.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4706	53	1 : 89

## 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
55	46	7	0	26

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
<b>No Data Entered/Not Applicable !!!</b>			
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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
BA	AH	Part-III	09/04/2019	10/07/2019
BSc	SH	Part-III	09/04/2019	08/07/2019



BCom	CH	Part-III	09/04/2019	13/09/2019
BA	AP	Part-III	10/04/2019	18/09/2019
BSc	SP	Part-III	10/04/2019	13/09/2019
BCom	CP	Part-III	10/04/2019	13/09/2019
No file uploaded.				

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

Continuous evaluation is carried out throughout the year through regular tests, objective tests, projects, student paper presentations, seminars, quizzes etc. Routine tests are conducted to recapitulate different topics from the syllabi. Open book tests are conducted by a few departments that encourages in creativity. Some departments take regular, weekly tutorials. Remedial instruction is given subject-wise to slow learners and challenged students. Since the implementation of CBCS system it has been compulsory for the institution to conduct internal assessment in each of the 22 existing courses of 17 disciplines. Teachers of all subjects take initiatives in explaining how students' writing skills can be improved in forthcoming examinations. The college enables students via University to apply for re-evaluation of University answer scripts.

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

As an affiliated college of the University of Burdwan the College abides by the academic calendar of the affiliating University. The Academic calendar of the college along with the holiday list is prepared in coordination with the University curriculum and the college authority incorporates some interactive and innovative programmes into it both at the faculty and student level. Detailed schedules with dates are given for pre-University Examination Tests. Students prepare for these examinations accordingly. Each member of the staff and student community can see the copy of the college calendar from the college website so that they could plan for activities. The academic calendar also provides a number of academic programmes, awareness programmes and students activities keeping in mind the quality enhancement of the institution.

### 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)

[http://www.rampurhatcollege.in/course\\_outcome.php](http://www.rampurhatcollege.in/course_outcome.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
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

### 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)

[http://www.rampurhatcollege.in/images/uploads/2018-19\\_202.7.1\\_20signed.pdf](http://www.rampurhatcollege.in/images/uploads/2018-19_202.7.1_20signed.pdf)

### 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
<b>No Data Entered/Not Applicable !!!</b>				
No file uploaded.				

#### 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
<b>No Data Entered/Not Applicable !!!</b>		

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
<b>No Data Entered/Not Applicable !!!</b>				
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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
<b>No Data Entered/Not Applicable !!!</b>					
No file uploaded.					

#### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
<b>No Data Entered/Not Applicable !!!</b>		

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

Name of the Department	Number of PhD's Awarded
<b>No Data Entered/Not Applicable !!!</b>	

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	Commerce	1	Nil
National	Bengali	2	Nil
National	English	2	Nil
National	Sanskrit	1	Nil
National	Zoology	3	Nil
National	Botany	1	Nil
International	Mathematics	1	Nil
International	Physics	2	Nil

[View File](#)

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
Bengali	4
English	1
History	1
Sanskrit	1
No file uploaded.	

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
No Data Entered/Not Applicable !!!						
<a href="#">View File</a>						

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
No Data Entered/Not Applicable !!!						
<a href="#">View File</a>						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	6	8	3
Presented papers	3	5	1	1
Resource persons	0	0	0	0
No file uploaded.				

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
Blood Donation Camp	NSS	2	28
Red ribbon club	NSS	2	110
Distribution of medicinal plants and its awareness at Gobindapur	Botany department	3	20

Primary School,  
P.O. Jaykrishnapur,  
Birbhum (21-9-2018)

No file uploaded.

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
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

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 activities	Number of students participated in such activities
<b>No Data Entered/Not Applicable !!!</b>				
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### 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 collaboration	Department of Physics	Kohima Science College (MHRD project)	365
Faculty exchange	Rampurhat College and H.B. College, Nalhati	College fund	1095
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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
<b>No Data Entered/Not Applicable !!!</b>					
No file uploaded.					

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
Hiralal Bhakat College, Nalhati	21/08/2018	Faculty exchange	4706
No file uploaded.			

**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
60	61.33

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
No file uploaded.	

**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 partially)	Version	Year of automation
Koha	Partially	16.11	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	34654	2981059	187	50997	34841	3032056
Reference Books	1267	419355	24	11877	1291	431232
Journals	575	15930	91	14385	666	30315
Weeding (hard & soft)	1475	23921	0	0	1475	23921
Others (specify)	173	28631	26	5742	199	34373
No file uploaded.						

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 &amp; 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
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

#### 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	49	0	49	0	0	15	34	100	0
Added	0	0	0	0	0	0	0	0	0
Total	49	0	49	0	0	15	34	100	0

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

No Data Entered/Not Applicable !!!

##### 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
No Data Entered/Not Applicable !!!	

#### 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 incurred on maintenance of physical facilities
20	2176595	13	1374816

##### 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 maintenance of the classroom, laboratories and college library are done on regular basis by non-teaching staff and also by students of NSS. The physical facilities of the institution including laboratories, classrooms and computers are made available to students. In certain disciplines such as Physics, Chemistry, Mathematics, Botany, Zoology and Geography the students are introduced into a laboratory curriculum. Students are charged a nominal fee for laboratory expenses at the time of admission. A specific amount of money is allocated for the maintenance of laboratories and classrooms which is part of the teaching-learning process. The college website is regularly maintained and updated. The academic support facilities like library and the ground for sports are available not only to students but also to other stakeholders with prior permission from the authority. Accession to library is permitted through the deposit of caution money. The cleaning of the library through fumigation is frequently done by the library staff. The sports committee of the college makes good performance in spite of the inadequate infrastructure of this college. The classroom boards and furniture facilities are regularly utilized by students but sometimes it is also available for the governmental and non-governmental organizations for conducting the examinations like SET, WBSSC and so on. Maintenance of computers and accessories, generators, water purifiers, CCTV, biometric machine are done on regular basis.

[http://www.rampurhatcollege.in/images/uploads/2018-19\\_%204.4.2\\_%20signed.pdf](http://www.rampurhatcollege.in/images/uploads/2018-19_%204.4.2_%20signed.pdf)

#### 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	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
<a href="#">View File</a>			

### 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 implementation	Number of students enrolled	Agencies involved
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

### 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 passed in the comp. exam	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
No file uploaded.					

### 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
<b>No Data Entered/Not Applicable !!!</b>		

## 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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2019	2	BA General	Physical Education	The University of Burdwan	M.P.Ed.
2019	2	BA General	Physical Education	Kalyani University	B.P.Ed.
2019	3	B.Sc. Honours	Zoology	The University of Burdwan	M. Sc.
2019	1	B.Sc. Honours	Botany	The University of Burdwan	M. Sc.
2019	1	B.Com. Honours	Commerce	IIM Bodh Gaya	Ph. D.
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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	1
No file uploaded.	

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

Activity	Level	Number of Participants
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

### 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
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

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

<p>In this year student council election was not held as per direction from the state government. So, no official student council was present during this year. But, the students of the college are very active and responsible for all student activities throughout the year, which includes Fresher's Welcome, College Social function and Annual Sports Meet of the College.</p>
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### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

<b>No Data Entered/Not Applicable !!!</b>
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5.4.3 – Alumni contribution during the year (in Rupees) :

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

## 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)

There is a Development Advisory Committee with members from teaching faculties, architects, engineers, contractors and office staff who plan for the infrastructural extension and modification of college buildings and the maintenance of the entire campus. Besides experienced teachers and non-teaching staff are members in different sub-committees including IQAC who enrich the institutional governance with their valuable advices. In addition to different statutory bodies like GB and Teachers' Council the college has formed different GB approved sub-committees, which help the college administration to function smoothly. For example, though the online admission process is in full swing since 2011, the Admission Sub-committee of the institution counsels prospective candidates for admission at the time of registration. The Admissions Committee (for admissions) involves all members of the staff who work together at different levels. Development Advisory Committee (for financial planning and implementation) involves the participation of teachers and non-teaching staff. Every grant to the college is discussed in this Board and is forwarded to GB for further consideration. Budgets for each department at the beginning of the academic year also form part of the discussions. The Library sub-committee prepares and plans for the purchase of books and subscription of journals with faculties of individual departments. Non-teaching staff are included in different committees constituted through the proposal of teachers' council and approved by G. B. The college administration follows participative management which is reflected through the participation of all stakeholder in different committees including the GB, which involved representatives members from teachers, non-teaching staff, Student Council along with Government and University nominated persons.

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
Examination and Evaluation	Since the implementation of CBCS system it has been compulsory for the institution to conduct internal assessment in each of the courses. All year round evaluation through class tests, tutorials, students' seminars keeps the students in touch with their subject. It also enhances and helps students grow in confidence for University examinations. Meetings are conducted for students who have low attendance and are those who have not

performed well in college.

Research and Development

Department of Physics is conducting a collaborative research programme with Kohima Science College on atmospheric science since 2017. Though there is no specific Research Cell as such, the institution arranges programmes and presentations on regular basis to broaden the academic perspectives through presentations of research done by students and faculties. Membership of Inflight N-List taken by the college provide enough academic facilities to Undergraduate and Postgraduate learners and teaching faculties by giving access to books and journals from college library and other e-resources.

Library, ICT and Physical Infrastructure / Instrumentation

The library automation process is working well with the help of Koha IILMS. Barcodes have been attached to the books in the library. Some teacher use projectors in the classroom. Internet connection is provided in the library. Student can access internet in the library reading room.

Human Resource Management

Teachers are provided 'duty leave' for academic upliftment through participation in orientation programmes, refresher courses, seminars etc. Different sub-committees are formed for different work of the college. Different teachers and Non-teaching staffs involve themselves in these committees as per their competency in the respective fields. Study Tours and Field Studies are conducted in several departments to enhance students' motivation in the curriculum. Students involve themselves in the NSS unit.

Admission of Students

The procedure for online admissions was refined. The entire admission procedure was speeded up. Students' admission is conducted strictly on the basis of merit. All information regarding admission is displayed in the college website. During admission reservation policy as per Govt. rules are strictly adhered to. If any applicant faces any difficulty in the online process, a helpline phone number is provided for the resolution.

Curriculum Development

CBCS was implemented from 2017. Curriculum is set by the affiliating University (University of Burdwan) and

is followed by the institution. The college does not have any direct role in developing the curriculum. Suggestions from the college faculties who are members of University UGBS and PGBS were forwarded to the Syllabus Modification Workshop in the University of Burdwan. Academic mentoring of students is done by the teachers.

Teaching and Learning

Classes are taken mainly through lecture method using blackboard, demonstration. Apart from this group discussion, student seminar, quiz contest etc. improve the skill of expression of the students. Workshops, students' seminars, regular use of ICT in classrooms contribute to the enhancement of Teaching-Learning.

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

E-governance area	Details
Student Admission and Support	Student admission is done through online mode on the basis of merit list. There is a dedicated student helpline phone number. The Library welcomes students for reference and study. Financially challenged students receive scholarships under various schemes of the W.B. Govt. as well as Central Government. Students can access health service through Students' Health Home.
Examination	In the TC meeting a resolution is taken that, teachers will rotationally act in coordination with each other, as assistant supervisors and thereby ensure the smooth conduct of University examinations. Duty list of the invigilators are also informed to the teachers and non-teaching staff through respective whatsapp group.
Planning and Development	There is a Development Advisory Committee with members from teaching faculties, architects, engineers, contractors and office staff who plan for the infrastructural extension and modification of college buildings and the maintenance of the entire campus. The Purchase sub-committee, comprising of teachers, non-teaching staff, discusses financial matters regarding as to plan. E-tender is called for infrastructural extension and purchasing of items.
Administration	The college website displays announcements and notices before admission, and it also contains reports

of recent events conducted by students. Most of the Accounts documentation is digitally maintained including the salary of the employees. Student information regarding their registration details and information of scholarship are digitally maintained and co-ordinated. There are several whatsapp groups through which teachers can communicate to the students and with themselves. Biometric attendance for all teachers and non-teaching staffs has been introduced.

Finance and Accounts

All accounts and financial transaction are kept and performed through computerized management system. Salary of the employees are claimed from the Government and disbursed to the employees through online mode. Students can pay the admission fees through the college portal through Debit Card, Netbanking etc through PayU money gateway.

### 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
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**No Data Entered/Not Applicable !!!**

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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 staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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**No Data Entered/Not Applicable !!!**

No file uploaded.

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
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**No Data Entered/Not Applicable !!!**

[View File](#)

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	1	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
College supports the teacher for career advancement. Teacher council also helps the teachers in their financial crisis.	Ex-gratia for casual non-teaching staff from college fund.	The college takes utmost care to implement all the Govt. and non-Govt. welfare schemes for students such as Kanyashree, Swami Vivekananda Merit Cum Means, Scholarship for minority, SC, ST, OBC students.

**6.4 – Financial Management and Resource Mobilization**

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

The institution regularly perform internal and external audit. The external / statutory audit is carried out by a Government auditor appointed by the DPI (The Director of Public Instructions) under Department of Higher Education, Government of West Bengal. This audit has been done up to date.

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
<b>No Data Entered/Not Applicable !!!</b>		
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6.4.3 – Total corpus fund generated

**No Data Entered/Not Applicable !!!**

**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	Nil	Yes	Governing Body and Teachers Council
Administrative	Yes	D.P.I. approved agency	Yes	Governing Body

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

? Parents are contacted as and when required for discussion about students' progress. ? Parents are invited in the annual sports meet and during the Annual College Social function. ? Suggestions from parents are received very often for resolving any academic difficulty of the students.

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

? Thrift fund for financial assistance during crisis period, ? Workshop on examination pattern under CBCS syllabus for keeping them updated, ? Rest room for support staff in case of illness during working hour.

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

? Enhanced use of ICT by faculty accelerated the teaching-learning process. ? Initiatives are taken for a green campus and the use of solar electricity has been started. ? Initiative has been taken so that new girls' hostel can be made operational.

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
<b>No Data Entered/Not Applicable !!!</b>					
No file uploaded.					

**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
<b>No Data Entered/Not Applicable !!!</b>				

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
The institution's power requirements are partially met by the solar panel of 20 KW power installed on 27.03.2017 with the help of Government of West Bengal. This is a major achievement towards our mother Earth. The college maintains a green and clean campus. It also takes initiative of planting trees under the initiative of NSS. These acts of environmental awareness help to motivate students. A medicinal plant garden is maintained by the Botany department of the college. Labelling of plants in the campus with their botanical name has been done to aware all. Traditional lights are gradually replaced by LED lights which save power.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	28
Provision for lift	No	Nil
Ramp/Rails	Yes	1

Braille Software/facilities	No	Nil
Rest Rooms	No	Nil
Scribes for examination	Yes	8
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

#### 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
2018	Nil	1	Nil	1	Blood Donation Camp	Blood Donation	28
2018	Nil	1	Nil	Nil	Red Ribbon Club	Awareness	110
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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)
Prospectus	01/07/2018	Students are informed about the code of conduct.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Cultural programme and observed the birth and death anniversary of the persons of eminence to make aware of the values and ethics	01/07/2018	30/06/2019	4706
Social service by students in the form of blood donation and cleaning of the college campus	01/07/2018	30/06/2019	200
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### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

? Reducing the use of papers through application of e-governance

? Regular cleaning of solar panels.

? Plantation of saplings by students around college campus during monsoon.

? Development and maintenance of College's Botanical Garden by students and the labelling of trees.

? Maintenance of medicinal plants

? Making the campus plastic free

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

? The NSS wing cultivated the motto of "CLEAN CAMPUS AND CLEAN SELF. GREEN CAMPUS AND GREEN MIND" among students. ? Making the campus plastic free.

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

[http://www.rampurhatcollege.in/images/uploads/2018-19\\_%207.2\\_%20signed.pdf](http://www.rampurhatcollege.in/images/uploads/2018-19_%207.2_%20signed.pdf)

## 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

The institution stresses on outreach programmes and inculcates in its students an awareness of the value of a holistic education and empathy for the less privileged sections of society. The college rallies round during natural and manmade calamities and is a collection centre for relief materials. Packaging of these by the students and transportation to distribution centres is a part of the institution's commitment. Keeping in mind the socio-economic condition of students, who hail mainly from the adjacent rural areas inhabited by lower income groups, the college has taken utmost care to provide these students good opportunities of skill oriented studies. Skill-oriented topics have been incorporated already by the affiliating University (the University of Burdwan) within the college curriculum, particularly, in the syllabi of English, History, Philosophy, Economics, Mathematics, Commerce, and Zoology. Although the college has no specific value-added course, the departments organize various types of cultural activities throughout the year, aiming at the holistic development of a student's personality and the growth of community feeling. Cultivation of soft skills also forms part of the tutorial classes where teachers interact with student groups on regular basis. With an aim to serve the locality of adjacent rural areas, the NSS Student Units of the college conduct frequent awareness and service camps on issues of environment, health and sustainability such as cleaning of garbage, AIDS awareness camps, Blood Donation Camps and prevention drive against Dengue in villages surrounding the college area.

Provide the weblink of the institution

[http://www.rampurhatcollege.in/images/uploads/2018-19\\_%207.3\\_%20signed.pdf](http://www.rampurhatcollege.in/images/uploads/2018-19_%207.3_%20signed.pdf)

## 8.Future Plans of Actions for Next Academic Year

1) To start new course in Computer Science, 2) To construct new auditorium building and 3) To increase number of classrooms.