



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

RAMPURHAT COLLEGE

**DAKBANGLA PARA, RAMPURHAT, BIRBHUM
731224**

www.rampurhatcollege.in

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Rampurhat College (Govt. Sponsored), established in 1950, has traversed a long path warding off the challenges of time and putting its mark in higher education history. It is affiliated with the University of Burdwan. The college has three shifts-Morning, Day and Evening. Honours & General subjects are taught in the day shift, the morning shift only for the Arts general stream, and the evening shift is exclusively for the Commerce, both Honours & General. The Post Graduate Course in Bengali on regular basis has been started from the session 2014-15 and the Post Graduate Courses in English and Sanskrit on regular basis will be opened from the session 2015-16. Since its inception in 1950 as a lone institute of higher education in the subdivision of Rampurhat and adjacent areas, Rampurhat College has a history of serving society since the post-independence social and political transition. The forces, both external and internal, have initiated the course of its change. After the independence of the country, in the first two decades of the 50s and when the moral values of all sections of the people, which were created at the time of liberation movement of the country, lingered still strong, the college played a leading role in disseminating education among people of this semi-urban settlement. In the decades of the seventies, there was an upsurge of Naxalite movement in this poverty stricken area. The rebels of this locality put arson to this college building and office, destroying many of the valuable documents and files of the college. Since the decades of the 90s till date tremendous development in the fields of technology and communication system has enabled the institution to serve a large number of students in an organized manner.

Vision

The college ensures the dissemination of higher education and culture to students irrespective of their caste, creed and gender, by providing them ample scope for the study of multiple disciplines. While drawing its pool of students mainly from the adjacent rural areas inhabited by lower income groups, the college has taken utmost care to provide these students good opportunities of studying Postgraduate courses both in regular and distant modes in various disciplines.

The vision of the college is to instill 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 planting of saplings and college sports.

Mission

Some of the significant missions of the college are:

- To lead the students into deeper realms of knowledge by evoking a spirit of enquiry within them.
- To sensitize students to cross-cutting issues related to human rights, gender equality, environmental awareness, sustainable life, and cultivation of human values.
- To make students aware of our National cultural heritage and also inform them about local cultures and customs.
- To invite opinions and contributions from all the stakeholders in the holistic development of the college.

To empower students about the use of technology and e-resources for academic and scholarly purpose.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Communicative and dedicated teaching faculties, who act as academic and emotional mentors of the students.
- About 90% of the teaching posts are filled up.
- The college has its own building and other extensions on free-hold land including a playground and a basketball ground.
- The college keeps pace with new syllabus of the CBCS system since 2017 and by introducing a new course during the last five years with a flexible combination of subjects in Science streams.
- The college offers all the existing courses (both Honours & General) during the last five years in the following disciplines of Arts, Science and Commerce streams (Bengali, English, Political Science, Philosophy, History, Sanskrit, Economics, 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 college provides a large number of seats allotted to all the existing courses and thereby caters to a large number of candidates from the entire subdivision.
- Postgraduate Courses of various disciplines in both regular and distant modes add to the academic opportunity of the students.
- The college has constructed a number of smart classrooms that enabled teachers to instruct via audio-visual media.
- A large number of students belonging to SC, ST, OBC and Minority categories are benefitted from Government-funded scholarships effectively implemented by the college. The college has attained a commendable position in enrolling the largest number of girl students under Kanyashree Prakalpa.
- The partial automation of the college library and the membership of Infflibnet 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.
- An efficient and effective IQAC presides over all the constructive, administrative, academic, and cultural activities of the college.
- The college administration works through a holistic and humanistic approach and effectively manages both financial and academic responsibilities.

The pay fixation of new teachers and terminal benefits of teachers and staff are settled on time.

Institutional Weakness

- Rampurhat College is primarily an undergraduate college which focuses on teaching and learning activities rather than on research. Therefore, there is a limited scope in enhancing the research rigor on campus.
- For enhancement of institutional growth and development, the number of permanent non-teaching staff in the College needs to be increased.
- Limited resources in the use of digital technology to enhance teaching- learning on campus.

- The College is funded by the UGC but has limited financial resources to cater to the growing academic needs that support funding requirements to enhance teaching-learning resources for faculty members. Generation of funds is often a serious limitation in expansion and upgradation of campus facilities.
- The College being affiliated by the University of Burdwan is bound to follow the curriculum devised by the University and therefore does not allow for flexibility in curriculum design and delivery.

Institutional Opportunity

- The college draws its pool of students mainly from the adjacent rural areas inhabited by lower income groups, It has taken utmost care to provide these students good opportunities of studying Postgraduate courses both in regular and distant modes in various disciplines.
- Some more smart classrooms could be constructed.
- A Language Laboratory may be established to nurture and facilitate effective language learning.
- The automation of the college library and 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.
- In 2013 Rampurhat College entered into an agreement with the University of Burdwan to open a study centre for conducting Postgraduate programmes under Distance Education Mode in subjects Bengali, English, History, Sanskrit and Philosophy, which enables students of various age groups and lower income groups to study Postgraduate course in distant mode.

Institutional Challenge

Although the College offers three PG courses in Bengali, English and Sanskrit but no research is conducted at the level of the institution. The admission and examinations are controlled by the University of Delhi and only tutorials are held in the College. Therefore, there is limited scope for teaching and research at the post graduate level.

It is a challenge to obtain the Grants and Funding for pursuing research projects.

Rampurhat college caters to a large number of students who hail from the marginalized sections of society, many of whom are first generation learners. The challenge of meeting their day-to-day educational and personal needs is an urgent and immediate need.

The demand ratio for most courses remains consistently high, which leads to mismatch between the intake and the institutional capacity.

The commercialization of education and change in the societal values presents a challenge to the service motto of the College.

Any infrastructural extension or repair of the college building is difficult as the college is fully dependent on the intermittent financial aids from the government.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college ensures the dissemination of higher education and culture by providing ample scope for the study of multiple disciplines. While drawing its pool of students mainly from the adjacent rural areas inhabited by lower income groups, the college has taken utmost care to provide these students good opportunities of studying Postgraduate courses both in regular and distant modes in various disciplines. The college has started both Honors and General courses in Music and Education with Postgraduate courses in Bengali from the session of 2014-2015 and the English and Sanskrit also has been started from the session 2015-16 on regular basis. 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. The college keeps pace with the new syllabus of CBCS system since 2017-18 session with Undergraduate subjects of all three streams like, Arts, Science and Commerce. The syllabi of Botany, Zoology, and Geography focus on climate change and environmental issues. The students of Botany, Zoology, Geography and Education have undertaken field projects during the five years. Since, March 2020 under the severe Covid-19 pandemic situation the institution refrains from organizing any cultural or sports gathering involving large number of students and it is conducting its academic curriculum through online mode. The institution is successfully conducting online classes through Google Meet etc in 22 existing courses (both UG and PG) in 18 disciplines of Arts, Science and Commerce streams. Besides conducting classes in online mode the teaching faculties of the college regularly develop e-contents for the benefit of all students who cannot physically attend the college due to pandemic-induced Lockdown. Under these circumstances of restricted movement, the college library provides link to the 'National Library and Information Services Infrastructure for Scholarly Content'. 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 various e-resources.

Teaching-learning and Evaluation

Education is a two-way communication. So, there is a need to involve the students directly in the teaching learning process. The outcome can be measured in terms of knowledge gathered by the students after completion of the course. Aim of education is the overall development of students. For this student centric methods are incorporated in the curriculum. Experiential learning is used in laboratory based subjects like Physics, Chemistry, Botany, Zoology, Geography etc. The college arranges educational tour in some disciplines. It enriches the learning of the students, reduces the monotonousness from the traditional classroom method. But, in the lockdown period study tour was not organized due to Covid-19 Pandemic Situation. Student seminar, quiz, group discussion etc were conducted online during the year. Online magazine was published by the students of different departments in this year.

In the lockdown period under the impending shadow of Covid19 pandemic the institution encouraged the cultivation of interpersonal bonding between students and teachers primarily through social media and interactive e-platforms such as Google Meet, Zoom etc. A continuous evaluation system is conducted online 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 teachers act as the guides of the students very willingly and impart advices in academic mentoring and personal help. Help by both college teachers is availed of by parents as well, depending upon the gravity of the need. The institution arranged some online tutorial classes, where the teachers of all subjects interact with their respective students regarding the improvement of their studies and advise on their career planning. During this academic year a number of remedial classes were arranged online by the teaching faculties of the college for the benefit of the slow learners among students.

ICT enabled tools like Computer, printer, Scanner, Document camera, Projector are available in the college. During the whole world experienced COVID-19 pandemic situation all the teachers transforms their teaching method to online mode. Classes were held using Google Meet, Zoom etc. Communication and study material was provided through different Whatsapp groups.

Research, Innovations and Extension

The faculty members of this institution are engaged in continuous research, innovation and extension activities, because learning is a never ending exercise that requires constant study and research. The faculties share their findings with a greater audience by presenting papers in seminars and conferences and by getting published in scholarly journals and Books. At the same time the college organizes seminars, conferences and special talks that serve as platforms for academic exchange. 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. Department of Physics is conducting a collaborative research project with Kohima Science College on atmospheric science since 2017. Membership of Inflibnet N-List taken by the college provides 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 In December 2019 the Department of Zoology has set up 'Hamilton Museum of Freshwater Fishes' with 80 different species of indigenous freshwater fish collected from different rivers, tanks and ponds of Birbhum. Students and Faculties of the department worked with patience and labour to establish this museum. Several research papers were published on this topic from this department in esteemed international journals during this tenure. Study Tours and Field Studies were conducted in departments of Botany, Geography, Bengali and History to enhance students' motivation in the curriculum.

The college has a number of committees to engage students in such activities and also the college has one NSS unit. The college tries to take an active role in the upliftment of the nearby locality. The students of NSS regularly clean the college campus and outside the campus area, spread bleaching powder and water the trees. College distributed different plants and seeds among students and outside villagers to aware about the importance of trees and green environment. The college also provides different vegetable seeds to community members for domestic type of agriculture for getting experience of agriculture. Department of Botany has an eminent role to distribute medicinal plants among different primary school located near to the college. Department of Bengali has an important role to organize different programmes like, to distribute food, cloths, soaps, bed sheet etc. during the lockdown those are stuck in Rampurhat Station. Students of Bengali department visited Shantibari an orphanage home for underage children locate at Naryanpur, Birbhum for getting knowledge about the life style of orphan. The college gives every opportunity to explore all ways of helping the community and students to come up with new ideas and ways to reach out to the community.

Infrastructure and Learning Resources

The college runs with campus area of 11.3 acres and Arts, Science and Commerce faculties. This college offers UG and PG in Morning, Day and Evening shifts. There is CCTV, biometric facilities and a display board which informs about air quality and temperature of the college campus. The college has rooftop solar panel power system.

The physical facilities of the institution including laboratories, classrooms and computers are made available to students if required. In certain disciplines such as Physics, Chemistry, Mathematics, Botany, Zoology and Geography the students are introduced into a laboratory curriculum. Students are charged 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 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. 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 college is equipped with a considerable number of computers with internet connections in different locations like office, laboratories libraries and departments. The college website is regularly maintained and updated. The academic support facilities like library and the ground for sports practice 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 department of the college makes good performance in spite of the inadequate infrastructure of this department.

The library automation process that has been started since 2014-2015 with the help of Koha ILMS is functioning quite well. The automation of the college library and 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.

Student Support and Progression

Students are the vital part of the institution. The Students' Body is represented by the President and Vice-President of the Student Union. The Student President and Vice President are members of IQAC. The governing body of the college also contains representative from the Students' Union. At the meetings of the College Governing Body their suggestion are given due consideration. The Student Union is very active and responsible for all student activities throughout the year, which includes Fresher's Welcome, College Social and Annual Sports Meet of the College. They also act as the intermediary between the Principal, the faculties and the students. The President and Vice-President of the Students' Union also meet the Principal daily for 30 minutes to consider, evaluate, plan and conduct students' activities in the institution. These Union members present the annual report of the college at the end of their term.

The College has an Alumni Association that was registered on 10th September 2021 (**Regn. No. 165 Dated 10.09.2021**) as '**Rampurhat College Alumni Association**'. The College boasts of some successful names as its Alumni. Dr. Asish Banerjee, Hon'ble Deputy Speaker of West Bengal Government is one of the famous alumni of this institution. Most of Alumni members of this college have been well established in respective professional fields. The institution has been benefitted both financially and academically from its alumni members. The members of the Alumni Association organize informal gatherings for a number of times.

Governance, Leadership and Management

In addition to different statutory bodies like Governing Body and Teachers' Council the college has formed different sub-committees, which help the college administration to function smoothly. The Admissions Committee involves all members of the staff who work together at different levels. Development Advisory Committee 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. Besides experienced teachers and non-teaching staff are invited as invitee members in different sub-committees including IQAC who enrich the institutional governance with their valuable advices.

- 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.

- 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.

- Finance and Accounts

All accounts and financial transaction are kept and performed through computerized management system. Every grant to the college is discussed in the Purchase sub-committee. The Library committee prepares and plans for the book budget with individual departments. It also plans for the cost of automation of the existing printed resource of the library.

- Student Admission and Support

The Student Council interacts between the students and the staff and academic support is provided to weak students. In case of serious illness and during bereavement of family members, students are visited in hospital by staff and companions. Financially challenged students receive scholarships under various schemes of West Bengal Government.

- 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.

- Parent-Teacher meetings held to assess the academic progress of students;

- Parents are contacted on a monthly basis regarding low attendance.
- Workshop and seminars for keeping them updated,
- Rest room for support staff in case of illness during working hour.
- Enhanced use of ICT by faculty accelerated the teaching-learning process.
- Initiative taken to introduce PG courses and introduction of 3 PG Courses in Bengali, English and Sanskrit running successfully.

Institutional Values and Best Practices

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. 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. Moreover, waste from the science laboratories are managed following standard procedure.

Development and maintenance of Medicinal Garden as well as college campus by the students and the labelling of trees.

- Establishment of Solar cells;
- Plantation of seeds and saplings by students around college campus during monsoon.
- Commencement of Green Audit.

The college aspires to play a key role in promoting gender sensitivity amongst its students through various gender equity promotion programmes. Special attention has also been given to promote the ideas of national integration and communal harmony. Observance of national festivals and birth anniversaries of great personalities form a key part in the teaching-learning experience of the college. LED lamps and lights have been introduced on a large scale to save energy. It has also reduced the electricity bill significantly, thereby saving the college expenses as well. One feature that catches the attention of a visitor of Rampurhat College is its greenery. The Department of Botany along with the department of Zoology conducted a green audit that suggests how committed the college employees are to protect its green landscape. To encourage the students to use ecofriendly means for commuting by using bicycles the college has made a bicycle shed for them.

The institution maintains transparency in matters related to its academics, administration, finances and any other auxiliary function. Rampurhat College is engaged in interdisciplinary activities to promote its ideal of an inclusive life for all its stakeholders. The college's performances in areas such as Youth Parliament Competitions, District Sports and Athletics Meets, Kanyashree Prakalpa and so on, speak highly of the institution's gradual and consistent progress towards the goal it had envisaged at the beginning of the college's journey towards a brighter future.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	RAMPURHAT COLLEGE
Address	Dakbangla para, Rampurhat, Birbhum
City	Rampurhat
State	West Bengal
Pin	731224
Website	www.rampurhatcollege.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Buddhadeb Mukherjee	0091-7602216877	9883004450	0091-7602216877	principal.rampurhatcollege@gmail.com
IQAC / CIQA coordinator	Prabal Kumar Sinha	0091-9434220873	9434220873	0091-9434220873	iqac.rphc@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular Day Evening

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	28-08-1950

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
West Bengal	University of Burdwan	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	28-08-1960	View Document
12B of UGC	28-08-1960	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Dakbangla para, Rampurhat, Birbhum	Urban	11.3	4281

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Bengali	36	Higher Secondary	Bengali	97	88
UG	BA,Economics	36	Higher Secondary	English,Bengali	40	2
UG	BA,Education	36	Higher Secondary	English,Bengali	25	23
UG	BA,English	36	Higher Secondary	English	87	82
UG	BA,Geography	36	Higher Secondary	English,Bengali	40	38
UG	BA,History	36	Higher Secondary	English,Bengali	87	68
UG	BA,Music	36	Higher Secondary	English,Bengali	25	14
UG	BA,Philosophy	36	Higher Secondary	English,Bengali	63	22
UG	BA,Political Science	36	Higher Secondary	English,Bengali	81	71
UG	BA,Sanskrit	36	Higher Secondary	English,Bengali,Sanskrit	67	51
UG	BSc,Botany	36	Higher Secondary	English,Bengali	35	23
UG	BSc,Chemistry	36	Higher Secondary	English,Bengali	32	25

UG	BSc,Mathematics	36	Higher Secondary	English,Bengali	72	43
UG	BSc,Physics	36	Higher Secondary	English,Bengali	32	21
UG	BSc,Zoology	36	Higher Secondary	English,Bengali	37	37
UG	BCom,Commerce	36	Higher Secondary	English,Bengali	81	15
UG	BA,Ba General	36	Higher Secondary	English,Bengali	2872	2544
UG	BSc,Bsc General	36	Higher Secondary	English,Bengali	302	184
UG	BCom,Bcom General	36	Higher Secondary	English,Bengali	217	12
PG	MA,Bengali	24	Graduation	Bengali	38	27
PG	MA,English	24	Graduation	English	31	20
PG	MA,Sanskrit	24	Graduation	English,Bengali,Sanskrit	31	16

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				15				50			
Recruited	0	0	0	0	13	2	0	15	25	15	0	40
Yet to Recruit	0				0				10			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				33			
Recruited	0	0	0	0	0	0	0	0	22	11	0	33
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				52
Recruited	20	2	0	22
Yet to Recruit				30
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	7	2	0	15	10	0	34
M.Phil.	0	0	0	2	0	0	2	2	0	6
PG	0	0	0	4	0	0	8	3	0	15
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	2	0	4
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	19	9	0	28
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	2915	0	0	0	2915
	Female	2872	0	0	0	2872
	Others	0	0	0	0	0
PG	Male	40	0	0	0	40
	Female	97	0	0	0	97
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	674	720	754	1053
	Female	524	499	597	788
	Others	0	0	0	0
ST	Male	55	44	34	54
	Female	49	29	39	55
	Others	0	0	0	0
OBC	Male	736	588	674	918
	Female	394	521	654	859
	Others	0	0	0	0
General	Male	1122	1088	1224	1628
	Female	1263	1217	1370	1763
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		4817	4706	5346	7118

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Rampurhat College follows a comprehensive and effective mechanism to oversee proper use of all the available resources in executing the curriculum. The whole process of delivery of curriculum is well-planned and documented in a proper way to meet the standards of modern teaching-learning experience. The college keeps pace with the National Educational Policy through following the CBCS system and by introducing a number of new courses during the last few years. In this way the institution plans to transform itself into a holistic multidisciplinary institution.
2. Academic bank of credits (ABC):	The University of Burdwan has designed a system or

	<p>a digital repository that contains the information of the credits earned individual students throughout their learning journey. Rampurhat College is linked to this system through the University portal and the college office answers the questions of the students regarding their credits with the help of this portal. Besides, the faculties are encouraged to design their own curricular and pedagogical approaches within the approved framework, including textbook, reading material selections, assignments, and assessments</p>
3. Skill development:	<p>The Skill-oriented topics have been incorporated already by the affiliating University (the University of Burdwan) within the college curriculum.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>Thus college ensures the dissemination of higher education and traditional culture to students irrespective of their caste, creed and gender. During the last five years the college has taken considerable initiatives to instil education and Indian 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 planting of saplings and college sports. The institution urges its faculties to provide the classroom delivery in bilingual mode (English and vernacular).</p>
5. Focus on Outcome based education (OBE):	<p>Students are well informed about course outcomes before admission. Curriculum is designed such that after completion of the course students attain the desired outcome.</p>
6. Distance education/online education:	<p>Rampurhat College has study centres of Netaji Subhash Open University (NSOU) and DDE, University of Burdwan. Since March 2020 under the severe Covid19 pandemic situation the institution has adopted online mode of teaching-learning successfully</p>

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
22	22	22	22	22
File Description		Document		
Institutional data prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
22	22	22	22	22

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
7118	5346	4706	4817	4929
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1755	1343	1289	1059	1029

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1080	797	819	948	1043

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
92	86	53	53	52

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
65	65	55	55	55

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 35

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
137.9	143.3	109.8	79.1	100.9

4.3

Number of Computers

Response: 34

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

The college ensures the dissemination of higher education and culture by providing ample scope for the study of multiple disciplines. While drawing its pool of students mainly from the adjacent rural areas inhabited by lower income groups, the college has taken utmost care to provide these students good opportunities of studying Postgraduate courses both in regular and distant modes in various disciplines. 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. Since March 2020 under the severe Covid-19 pandemic situation the institution refrains from organizing any cultural or sports gathering involving large number of students and it is conducting its academic curriculum through online mode. The institution is successfully conducting online classes through Google Meet etc in 22 existing courses (both UG and PG) in 18 disciplines of Arts, Science and Commerce streams. Besides conducting classes in online mode the teaching faculties of the college regularly develop e-contents for the benefit of all students who cannot physically attend the college due to pandemic-induced Lockdown. Under these circumstances of restricted movement, the college library provides link to the 'National Library and Information Services Infrastructure for Scholarly Content'. The membership of Infflibnet 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 various e-resources.

The college follows a comprehensive and effective mechanism to oversee proper use of all the available resources in executing the curriculum. The whole process of delivery of curriculum is well-planned and documented in a proper way to meet the standards of modern teaching-learning experience. The institution has been taking following measures to reach the desired level of competence in this sphere:

- Preparation of Academic Calendar & Holiday List
- Publication of Prospectus
- Preparation of Routine
- Maintaining Attendance Register.
- Preparation of Modules
- Syllabus Completion Monitoring

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 receive a copy of the college calendar so that they could plan for activities. An IQAC Calendar is also prepared, which suggests a number of academic programmes,

awareness programmes and students activities keeping in mind the quality enhancement of the institution.

The prospectus helps the aspiring students who desire to take admission in various courses offered by the college. It also informs the admitted students about distribution of marks, credit system, rules of the semester specific courses, evaluation process, and weightage of both Honours and General courses.

File Description	Document
Link for Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

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. This calendar also suggests a number of academic programmes, awareness programmes and students activities keeping in mind the quality enhancement of the institution. However, none of these calendars could be followed in their entirety because of the abrupt lockdown of academic institutions due to Covid-19 pandemic situation and most of the schedules had to be conducted via online mode. Internal examinations were taken in online mode. Sometimes MCQ test were taken using Google forms and students submitted assignments online.

File Description	Document
Link for Additional information	View Document

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document
Any additional information	View Document

1.2 Academic Flexibility

<p>1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p> <p>Response: 100</p>	
<p>1.2.1.1 Number of Programmes in which CBCS / Elective course system implemented.</p> <p>Response: 22</p>	
File Description	Document
Institutional data in prescribed format	View Document

<p>1.2.2 Number of Add on /Certificate programs offered during the last five years</p> <p>Response: 0</p>											
<p>1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>00</td> <td>00</td> <td>00</td> <td>00</td> <td>00</td> </tr> </tbody> </table>		2020-21	2019-20	2018-19	2017-18	2016-17	00	00	00	00	00
2020-21	2019-20	2018-19	2017-18	2016-17							
00	00	00	00	00							
File Description	Document										
List of Add on /Certificate programs	View Document										

<p>1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</p> <p>Response: 0</p>	
<p>1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years</p>	

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum

Response:

The curriculum is developed based on the syllabi framed by the affiliating university, The University of Burdwan. There is a paper on Environmental Studies in "Semester - I" with a project work. This aware the students about the environment. 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. 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. Moreover, waste from the science laboratories are managed following standard procedure.

The college aspires to produce complete human beings with social awareness. In this institution the students are not only made to focus on acquiring good subject knowledge but are also encouraged to engage their minds and person in cultivating novel ideas. This has been made possible by expanding the mental horizon of the students through various awareness initiatives on different cross-cutting issues such as Gender, Environment and Sustainability, Human Values and so on.

These issues 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 Gender Cell of this college has been very active since its inception in promoting awareness amongst students regarding the issue of Empowering Women and Gender Equality. A talk titled *Manabipath*, organized by the Dept. of Bengali in 2018, and an interactive session with students on the topic 'Thinking Beyond Gender', organized by the college in May, 2018 are initiatives taken on this regard. The NSS wing of the institution propagates the motto of 'Clean Campus Green Campus' among the staff and students. The departments of Botany and Zoology jointly conducted the Green Audit of the college campus. On 19th September, 2018 the Department of English organized a one-day district-level seminar on Literature and Environment titled 'Greening the Canvas'. Students of the department made an active and spontaneous

participation in this seminar through creative inputs in an exhibition cum poster presentation titled “Let’s Repaint the Earth in Green”. The seminar was concluded through the screening of a short documentary film on environmental awareness, *The Forest Man*. A list of courses related to Gender and Environmental studies is included below. All these courses are included within the CBCS curriculum.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document
Any additional information	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 86.36

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
19	19	19	19	19

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 40.47

1.3.3.1 Number of students undertaking project work/field work / internships

Response: 2881

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni

Response: C. Any 2 of the above

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

Response: C. Feedback collected and analysed

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 106.38

2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2931	2714	2907	2646	2569

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
3677	2820	2701	2130	2070

File Description

Institutional data in prescribed format

Document

[View Document](#)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 97.77

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1559	1343	1289	1059	1029

File Description

Average percentage of seats filled against seats reserved

Document

[View Document](#)

2.2 Catering to Student Diversity

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

Response:

Upgrading of learning level:

A continuous evaluation system is conducted online 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 teachers act as the guides of the students very willingly and impart advices in academic mentoring and personal help. Help by both college teachers is availed of by parents as well, depending upon the gravity of the need. In the Covid-19 pandemic situation, the institution encouraged the cultivation of interpersonal bonding between students and teachers primarily through social media and interactive e-platforms such as Google Meet, Zoom etc. The institution arranged some online tutorial classes, where the teachers of all subjects interact with their respective students regarding the improvement of their studies and advise on their career planning.

Bilingual explanations and discussions are done in the class with the aim of reaching out to the slow learners so that they can be brought at par with the rest of the class.

Personal, academic and career-related counselling is given from time to time.

Home assignments are given and evaluated on a regular basis.

Encoring the advanced learners:

The College ensures that the advanced learners get some scope to increase their potentiality by advising them to read some subject specific advanced books and Open Access Journals.

Departments through a combination of academic and co-curricular activities encourage the advanced learners to optimize their potential. Such students are encouraged to participate in inter college competitions.

The faculty helps the students to get relevant research projects and publish papers in the field of their choice.

They are suggested advanced readings in the relevant topics to enhance their understanding of the subject to enable them to pursue research in future.

Students are given recognition for their achievements at various forums in terms of cash awards, medals, appreciation certificates and scholarships. They are also motivated to secure rank and distinction in University examination.

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

Response: 77:1

File Description	Document
Any additional information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

Education is a two-way communication. So, there is a need to involve the students directly in the teaching learning process. The outcome can be measured in terms of knowledge gathered by the students after completion of the course. Aim of education is the overall development of students. For this student centric methods are incorporated in the curriculum. In this institution a student is guided, inspired, motivated, and corrected through interaction with teachers. The traditional lecture method of imparting knowledge has been converted to seminars, field survey, assignments, and projects. Remedial classes, career counseling's are meant to groom and prepare them for the global job market. Every department has its own wall-magazine that is made by students through teamwork. Experimental and participative methodologies are thus incorporated to convert teaching into learning. The science departments of this college apply demonstrative methods in the practical classes. Some departments arrange educational tours and field survey with their students every year. The department of Political Science helps the students in participating in Youth Parliament Competition, where the students of this college have secured commendable position. Teachers also help the students in participating in Quiz competition and Extempore. The College provides open access to educational and life-long learning opportunities by inculcating healthy habits like, discipline and leadership, thereby contributing to the social, cultural and economic development of Rampurhat region. Interpersonal bonding between students and teachers are manifested through several awareness programmes and cultural gatherings conducted by the institution. A number of remedial classes were arranged since 2015-2016 for the benefit of the slow learners among students. The remedial classes were arranged under the Remedial Coaching Scheme provided by UGC. 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. Though the institution has no Student Counselling Cell, the teachers act as the guides of the students very willingly and impart advices in academic mentoring and personal help. Help by both college teachers is availed of by parents as well, depending upon the gravity of the need. Field work, excursion and engagement in laboratories give the students a hand-on experience of science. The use of internet is encouraged to acquaint oneself with the connectedness of the globalized present. Creativity in learners is also nourished in the following ways:

- Publication of wall magazines of each department
- Inter-college Youth Parliament
- Inter college Quiz and Extempore Competition
- District Sports
- Health awareness programme

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.**Response:**

The college has started Smart Class Room facilities from 2016-17 session. Since then many teachers apply audio-visual method and use Power Point Presentation by means of projectors in teaching. It is more student-centric, because it ensures active participation of students in the learning process. ICT facilities in the smart classes offer a complete visualization of teaching topics which may not be easy to make the students understand just by board work. These student-centric modes of teaching have transformed the students from passive listeners to eager explorers and they make a positive impact on the students. ICT enabled tools like Computer, printer, Scanner, Document camera, Projector are available in the college.

Teachers make and present PowerPoint presentations in the classrooms which help them have an interactive conversation with the students. Presentations are the best way to make notes as they can be updated with the latest changes in the knowledge, presenting diagrams, charts, etc. During the whole world experienced COVID-19 pandemic situation all the teachers transform their teaching method to online mode. Classes were held using Google Meet, Zoom etc. Communication and study material was provided through different Whatsapp groups.

File Description	Document
Upload any additional information	View Document

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)

Response: 77:1

2.3.3.1 Number of mentors

Response: 92

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality**2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years**

Response: 112.22

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 47.13

2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
39	34	29	27	25

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

Response: 9.32

2.4.3.1 Total experience of full-time teachers

Response: 857

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

Continuous evaluation is carried out throughout the year through regular tests, objective tests, projects, student paper presentations, seminars, viva-voce 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. 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. The introduction of CBCS in the college curriculum since 2017 made internal evaluation mandatory and the institution abides by this programme. Internal evaluation is conducted twice within the duration of a semester.

The following valuable steps have been adopted to ensure diligence and transparency in the internal assessment:

- Internal assessments are held twice in a session at the end of 8th and 16th weeks respectively from the commencement of the session.
- Internal assessments are compulsory for all 6-credit courses.
- Short answer type/ MCQ question are preferred in internal assessment to eliminate subjectivity of evaluation.
- In case of university practical examination subject experts from other colleges are appointed by the University for sake of transparency.
- Learners are assessed on the basis of their performance skill through the ability to handle and use scientific tools.

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

Response:

The internal evaluation is conducted by the college and the external evaluation is conducted by the affiliating university i.e. the University of Burdwan. Grievances related to internal assessment process are addressed by arranging meeting between students and teachers where students' queries and doubts are settled by holding talks with teachers.

The Internal Assessment forms a part of a continuous evaluation system conducted through Class Tests, Tutorials, Assignments, Projects and Presentations. All of these together constitute an integral part of Internal Examination which is carried out in a well-planned and systematic manner.

During COVID-19 pandemic situation internal examination was conducted through online mode. Questions were provided through whatsapp groups of the respective departments. Students submitted their answer scripts through email mentioned by the departments. Generally, if any student cannot appear in the examination, alternate examination is held. During this year no grievance was received from the students regarding the internal examination

As per the external examination the students need to appear at a venue other than their respective colleges. Scripts bear code marks to maintain confidentiality of evaluation. After the publication of the result the students are given a chance to apply for a review of their answer-scripts if they are not satisfied with the

marks obtained. There is also a provision made by the university in case a student is not satisfied even with the re-evaluation of answer-scripts. He or she can apply then for the photocopy of his or her script by applying under the R.T.I. Act.

2.6 Student Performance and Learning Outcomes

2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Response:

The Program Outcomes (PO) and Course Outcomes (CO) are adopted for all programs offered by the institution in accordance with “University of Burdwan” guidelines.

The New Syllabus of Honours under semester with CBCS comprises of 14 Core Courses (CC), 2 Skill Enhancement Courses (SEC), 4 Discipline Specific Elective Courses (DSE), 4 Generic Elective Courses (GE), and two Ability Enhancement Compulsory Courses (AECC).

Since the introduction of CBCS in the college attempts are taken to measure programme outcomes (skills developed by students at the end of each programme), programme specific outcome (specific field of discipline or skill that a student would develop at the end of a course) and course outcome (skills developed by students at the end of a course).

Learning outcomes form an integral part of college vision, mission and objectives. The learning objectives are communicated through various means such as college prospectus, Principal’s address to students and parents, Alumni meets and dissemination in classroom by concerned staff. These are also prominently featured on college boards, college magazine and other publications brought during conferences and seminars.

The college deputed teachers for workshops, seminars, conferences and FDPs to enrich them to attain the outcomes while teaching learning in the classes. Teachers actively participate in workshops on revision of syllabus organized by the university. Many teachers are also the members of syllabus sub committees, thus the process of perception and outcomes takes place in exact manner and excel the quality of teaching learning.

File Description	Document
Upload any additional information	View Document
Past link for Additional information	View Document

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

Response:

The Institution regularly evaluates the performance of students through various methods for measuring the attainment of each of the Program Outcomes, Program Specific Outcomes and Course Outcomes.

Evaluation Process: The programme outcomes and Programme Specific outcomes are assessed with the help of course outcomes of the relevant programme through direct evaluation process. It is provided through University Examinations, terminal exams, internal and home assignments, unit tests, surprise tests, open book tests, etc.

Continuous assessment in the form of internal examination and assignment are part of the strategies that the college applies to evaluate the programme outcomes.

Regular internal tests are conducted throughout the year by the departments. As a result it is seen that most of the students achieve good score in the university final examinations. It indicates the attainment of programme outcomes and course outcomes by the students. Many of them go for higher education in various institutions. External Assessment is evaluated by external experts for the Practical examinations, appointed by the University through Viva-Voce and practical files.

2.6.3 Average pass percentage of Students during last five years

Response: 48.46

2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
925	335	331	401	333

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1080	797	819	948	1043

File Description

Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)

Document

[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process**Response:**

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

NAAC

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description

Document

List of endowments / projects with details of grants

[View Document](#)

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)

Response: 4.35

3.1.2.1 Number of teachers recognized as research guides

Response: 04

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

3.1.3.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
18	18	17	17	17

File Description	Document
List of research projects and funding details	View Document

3.2 Innovation Ecosystem**3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge****Response:**

The institution encourages students and faculties to carry on research and innovation. 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 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.
- Department of Physics is conducting a collaborative research project with Kohima Science College on atmospheric science since 2017. It has established an at Rampurhat College for this purpose.
- The 'Hamilton Museum of Freshwater Fishes' has been set up by the Dept. of Zoology in 2019 with 80 different species of indigenous freshwater fish collected from different rivers, tanks and ponds of Birbhum. Students and Faculties of the department worked with patience and labour to establish this museum.
- Many of the college faculties are affiliated by the university to act as Ph.D. guides. Apart from addressing the immediate academic concerns of the students, the teachers guide the young receptive minds to think in an innovative and critical manner.
- Record of researches carried out by teachers is maintained as reference for interested students.
- The institution encourages its teachers in attending seminars, conferences, and symposiums.
- It also hosts seminars, conferences and special talks to bring able minds across disciplines in a common space for intellectual exchange and enlightenment.

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

Response: 14

3.2.2.1 Total number of workshops/seminars conducted on Research Methodology, Intellectual

Property Rights (IPR) and entrepreneurship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
12	00	00	01	01

File Description	Document
List of workshops/seminars during last 5 years	View Document

3.3 Research Publications and Awards**3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years**

Response: 0.5

3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years

Response: 02

3.3.1.2 Number of teachers recognized as guides during the last five years

Response: 04

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 1.49

3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
25	16	13	29	17

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**Response:** 0.76**3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
19	7	9	10	6

File Description**Document**

List books and chapters edited volumes/ books published

[View Document](#)**3.4 Extension Activities****3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.****Response:**

Extension activities are carried out in the neighborhood community, sensitizing students to the college has a number of committees to engage students in such activities. The college tries to take an active role in the upliftment of the nearby locality. College distributed different plants and seeds among students and outside villagers to aware about the importance of trees and green environment. The college also provides different vegetable seeds to community members for domestic type of agriculture for getting experience of agriculture. Department of Botany has an eminent role to distribute medicinal plants among different primary school located near to the college. Department of Bengali has an important role to organize different programmes like, to distribute food, cloths, soaps, bed sheet etc. during the lockdown those are stuck in Rampurhat Station. Students of Bengali department visited Shantibari an orphanage home for underage children locate at Naryanpur, Birbhum for getting knowledge about the life style of orphan. The college gives every opportunity to explore all ways of helping the community and students to come up with new ideas and ways to reach out to the community.

Extension and outreach programmes conducted through NSS

- Two NSS units of the college conduct Dengue Abhiyan at its two adopted places within Rampurhat municipal areas (Santal Palli, Word No.-7 and Srikrishnapur Pakhuria).
- NSS conducts Blood Donation Camps on regular basis.
- The students of NSS regularly clean the college campus and outside the campus area, spread bleaching powder and water the trees.
- The students of NSS participated in Digital India Programme organized by the University of

Burdwan.

- In 2017 NSS organized special Health check-up camps and blood grouping, Special camp on Swachhta, Dengue, Women Rights & Empowerment & Social Awareness.
- In 2017 it conducted Swacchata Paksha Abhiyan, students participated in Essay and Film Competition on Swacchata.
- Besides, NSS has conducted 'Safe Drive Save Life' rally, AIDS Awareness campaign in Rampurhat Locality, Red Ribbon Awareness programme, Anti-Drug campaign and has conducted Quiz competitions in the college to sensitize students on these health issues and thereby help the to address these taboo subjects.

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 4

3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	3	0	0	1

File Description

Document

Number of awards for extension activities in last 5 year

[View Document](#)

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 30

3.4.3.1 Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
00	03	03	11	13

File Description	Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 10.21

3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
00	173	158	927	1243

File Description	Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 9

3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
3	2	2	1	1

File Description	Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years**Response:** 13**3.5.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
3	3	3	2	2

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The college runs with campus area of 11.3 acres and Arts, Science and Commerce faculties. This college offers UG and PG in Morning, Day and Evening shifts. The institution has engaged in building up adequate infrastructural facilities for imparting effective teaching-learning experience since its inception. There is CCTV, biometric facilities and a display board which informs about air quality and temperature of the college campus. The college has rooftop solar panel power system.

The science departments have been given separate computers with internet connectivity for the use of their students and teachers. For smooth functioning of teaching-learning experience the institution acknowledges the need for uninterrupted power supply. To meet this challenge the college has installed two generators. Together they meet the power supply need of all the classrooms, laboratories, seminar and administrative area of the college. The institution has some large halls to accommodate a large number of students from the general courses. It has a modern seminar hall with ICT facilities. The college has a basket-ball ground for its students and a separate playground and many equipment and apparatuses for athletics.

Classroom facilities:

Classroom of our college provide students with a comfortable and supportive environment by providing sufficient space and well ventilated system with adequate number of windows and doors and also a good electricity facilities. Among the humanities departments Geography and Physical Education departments have separate class facilities of their own. Most of the science departments have their own separate classrooms and lab facilities for their students. Among 34 classrooms, 7 have ICT facilities with internet connection, projector for supportive activities.

Laboratory facilities:

College has well equipped laboratories under all the science and geography department. All the Laboratories are designed as per the need of the subject. They have sufficient space between the working tables so as to provide a safe working environment.

Computing Equipment:

Computing equipments means supportive hardware and software devices which are use with computer system. The institute has 49 computers including mouse, keyboard, printers, scanner and also good facilities of internet connection. The college has also Hi grade microscope attached cameras are present in laboratories in the department of zoology and botany.

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

Response:

The physical facilities of the institution for sports and cultural activities are adequate. True to their reputation, students participate in district and state level sports and athletic meets in the recent past, making us proud. The general cultural ambience is maintained successfully in events such as District Quiz Competition, Debates, Youth Parliament, and so on.

The college has a seminar room for organizing different indoor cultural programme like, International language Day, Independence anniversary celebration, Mahasweta Devi Memorial Programme celebration, Najrul Islam Birth anniversary celebration, Rokeya Birth and Death anniversary celebration and also World Environmental Day celebration etc. For outdoor activities, different national days like, Independence Day, Republic Day etc. College has music instrument like Tabla, Harmonium etc.

There are outdoor facilities for football, cricket, volleyball and basket ball court and other field for organization of chess and ludo etc. facilities also provided in the college. Sufficient number of sport material like football, basketball, badminton etc. are provided to students as per the requirement.

Here is an extensive list of sporting facilities available to our students at the college.

SI No.	Sporting facilities	Quantity
1.	Sataranji	13
2.	Ball Pumper	2
3.	Shotput	19
4.	Bowl	7
5.	Cricket Wicket	11
6.	Floor Sweep	6
7.	Basket Ball	5
8.	Volley Ball	5
9.	Football	4
10.	Volley Ball Net	2
11.	Kho-Kho pole	2
12.	Discus	5
13.	Javelin	14
14.	Starting Clapper	1
15.	Measuring tape	2
16.	Gymnastic Mat	4
17.	Almirah	2
18.	Yoga Mat	4

19.	Cricket Bat	7
20.	Badminton Racket	16
21.	Weighing Machine	1
22.	Badminton Net	1
23.	Badminton Shuttlecock	2 sets
24.	Football Gloves	2 sets
25.	Kho-Kho Jersey-pant	12 sets
26.	Football Jersey-pant	15 sets
27.	Cricket Ball	6
28.	High Jump Bar	1
29.	Hockey Goalkeeper Pad	1 pair
30.	Cricket Pad	2 pairs
31.	Batting Gloves	2 pairs

The institution has a Music Department that is running since 2014. It has a separate well-equipped music room with below:

Serial No	Musical Instruments	Quantity
1.	Manual Harmonium (Box)	1

2.	Changer Harmonium (Box)	2
3.	Manual Ladies Tanpura	1
4.	Manual Gents Tanpura	1
5.	Electronic Tanpura	1
6.	Tabla (Clay)	1 pair
7.	Tabla (Steel)	1 pair
8.	Pakhwaz	1
9.	Khol	1
10.	Mandira	2 pairs

The students of the department of Music play pivotal roles in different seminars and cultural programmes of the in Seminar Hall for conducting cultural programmes. The Fresher's Welcome and Annual Social Function of the Col

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 20

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 7

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 40.01

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
6.04	48.3	61.33	32.99	65

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document

4.2 Library as a Learning Resource

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

Response:

The Institutional library uses Integrated Library Management System (ILMS), an automated package of library services that contains several functions. These functions usually include circulation, acquisitions, cataloguing etc.

Rampurhat College started using Koha-open source software since 2016. It is a fully featured Integrated Library Management Software. Since Koha is a Linux-based open source software, the College Library has chosen it for the purpose of running Integrated Library Management System. Till now 28000+ books have been automated.

Koha ILMS has various library functionalities. There are various modules and features of Koha and work has been coordinated within different modules. The automation of the college library and 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.

Koha has the following modules:

- Acquisition 2. Cataloguing 3. Circulation 4. Serials 5. Patrons 6. Advanced Search 7. Reports 8. Tools 9. Koha administration 10. Lists

Circulation: In this library books are circulated through Koha automated library software.

Authority: Library is following Anglo American Cataloguing Rules 2 (AACR 2) for cataloguing and DDC 22nd edition for classification of books. For subject heading Library of Congress subject heading list is used.

Serials: Purchase of serials are done from the publishers directly and managed through this software.

Acquisition: Acquisition of books is recorded in accession register manually.

Patrons: Patrons of our college include students, teachers, and non-teaching staff.

OPAC: online Public Access Catalogue facility is available within the campus LAN. Koha version used 16.11

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

Response: D. Any 1 of the above

File Description	Document
Upload any additional information	View Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 0.77

4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0.04	0.39	0.77	.078	2.579

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	View Document
Any additional information	View Document

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year

Response: 0

4.2.4.1 Number of teachers and students using library per day over last one year

Response: 00

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The College believes in the advancement of technology and regularly maintained the projector, computers etc. There is a good internet connection. Students can avail the use of computers with internet facility which enables them to enhance their knowledge and technological skills. Keeping this in mind, emphasis has been put upon advanced use of ICT in every academic and administrative sector.

- Most of the science departments have individual desktop PC with internet (LAN and Wi-Fi) and printer facility.
- Computer Science lab, Mathematics lab and Library has a good number of computers with stable internet connectivity.
- The college has some smart classrooms and a seminar room with ICT facilities: Projectors and Sound System.
- The science departments and commerce department are well-equipped with computers.
- The library uses Integrated Library Management Software 'Koha' for Library Automation. The college subscribes to N-LIST, which e-Shodhsindhu Consortium provided by UGC INFLIBNET. It is used for remote accession of e-resources.
- LAN facility is available in Principal's room, Computer Lab, Physics, Chemistry, Mathematics, Zoology, Botany, Geography and Accounts Departments.
- With increasing load of manual documentation the institution is planning to provide automation and digitization of the office work. Hence, the process of Office Automation has been gradually initiated.

A sophisticated laboratory of atmospheric science has been established.

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 209:1

4.3.3 Bandwidth of internet connection in the Institution

Response: A. 750 MBPS

File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 39.98

4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
14.41	22.92	35.52	45.14	84.78

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

The college is equipped with a considerable number of computers with internet connections in different locations like office, laboratories libraries and departments. The academic support facilities like library and the ground for sports practice are available not only to students but also to other stakeholders with prior permission from the authority. The physical facilities of the institution including laboratories, classrooms and computers are made available to students if required. In certain disciplines such as Physics, Chemistry, Mathematics, Botany, Zoology and Geography the students are introduced into a laboratory curriculum. Students are charged for laboratory expenses at the time of admission. 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. Accession to library is permitted through the deposit of caution money. 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 college website is regularly maintained and updated.

The Principal and a constitutional committee take care of the subsistence of the infrastructure, facilities and

equipment of the college. Strategic plans are made for the upgrading of the infrastructure. The departmental heads put forward their feedback and suggestions on the basis of which meetings are conducted and decisions are made.

During the Covid19 pandemic situation the college website gave commendable service to students especially by operating in consonance with the University website while conducting University examinations. Apart from that the physical facilities of the institution including laboratories, classrooms and computers were made available to students when required maintaining the COVID-19 protocols. In certain disciplines the students are introduced into a laboratory curriculum. The maintenance of the classroom, laboratories and college library are done on regular basis. The college is equipped with a considerable number of computers with internet connections in different locations like office, laboratories libraries and departments. The cleaning of the library through fumigation is frequently done by the library staff. The college website is regularly maintained and updated. Maintenance of computers and accessories, generators, water purifiers, CCTV, biometric machine are done on regular basis. The college has taken an initiative to earn revenue by utilizing the college ground and seminar hall.

File Description	Document
Upload any additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 43.78

5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
2019	2273	2161	2196	2786

File Description

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

Document

[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description

Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)

Document

[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: D. 1 of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 0

5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description	Document
Number of students benefitted by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: D. 1 of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years				
Response: 0				
5.2.1.1 Number of outgoing students placed year - wise during the last five years.				
2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00
File Description	Document			
Details of student placement during the last five years (Data Template)	View Document			

5.2.2 Average percentage of students progressing to higher education during the last five years				
Response: 14.44				
5.2.2.1 Number of outgoing student progression to higher education during last five years				
Response: 156				
File Description	Document			
Details of student progression to higher education (Data Template)	View Document			

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)				
Response: 80				

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1	2	1	2	00

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1	2	1	2	00

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 36

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
00	03	12	16	05

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	View Document

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

Response:

Student's council is the vital part of the institution. The Students' Body is represented by the President and Vice-President of the Student Union. The Student President and Vice President are members of IQAC. The governing body of the college also contains representative from the Students' Union. At the meetings of the College Governing Body their suggestion are given due consideration. The Student Union is very active and responsible for all student activities throughout the year, which includes Fresher's Welcome, College Social and Annual Sports Meet of the College. They also act as the intermediary between the Principal, the faculties and the students.

The main activities of the Student's Union (SU) during the last five years are:

- Address and represent students' views and grievances, and as a spokesperson, convey these to the concerned authorities for discussion and amicable resolution.
- Provide valuable feedback regarding curriculum, teaching learning and evaluation process.
- Encourage the active involvement of staff in community events and commit work.
- Collect and disseminate information about all events taking place in college campus.
- Make the students aware of various extension programmes that form a crucial part of the academic activities of every department, such as departmental wall magazines and encourage students to contribute to these.
- Help teaching staff of the college to organize departmental seminars and quiz.
- Ensure discipline in the college campus along with peers and is responsible for the smooth execution of the various aspects related to this function.

Apart from that the students are taken on study tours by faculties of certain departments that enhance their exposure to different subjects of study and enhance the applicability of their learning. The Departments of Botany, Geography, Bengali, Education, and History conduct study tours every year and students of Botany, and Geography collect specimens from that tours. Their collections add to the enrichment of departmental and institutional resources.

For example, Students of the Department of Botany have created a Herbarium Museum at Rampurhat College with species of plants the collected as samples from their study tours.

Students of the Department of Zoology deposited some specimens which were collected from different localities of district Birbhum.

The specimens are - Owl (*Bubo bubo*), Snake (*Aryx* sp, non-poisonous), Snake (*Bangarus* sp. poisonous), Lizard (*Varanus* sp.), Kite (*Milvus* sp), Carapace of turtle, etc.

Besides, Students of this department have published three research papers at reputed national level journal from the result of their project work.

Students of the department of geography regularly conduct field survey of the adjacent areas of the College. Their department is well equipped with modern geological survey instruments.

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 13.4

5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
00	9	21	26	11

File Description	Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	View Document

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

The College has an Alumni Association that was registered on 10th September 2021 (Regn. No. 165 Dated 10.09.2021) as '**Rampurhat College Alumni Association**'. Members of the Association include 1) Dr. Asish Banerjee (MLA & Deputy Speaker), 2) Dr. Sushovan Hazra, 3) Dr. Uday Das, 4) Professor Sukrit Mondal, 5) Sri Bhulan Chandra Dev (Assistant Secretary), 6) Smt. Pinky Rooj Pramanik (Head Clerk, Rampurhat College), 7) Najrul Sheikh, 8) Nurul Amin, 9) Alokesh Das, 10) Robin Hansda, and 11) Supriya Sen. The members of the Alumni Association organize informal gatherings for a number of times. The College boasts of some successful names as its Alumni. Dr. Asish Banerjee, Honb'le Minister of West Bengal Government is one of the famous alumni of this institution. Most of Alumni members of this college have been well established in respective professional fields. The institution has been benefitted

academically from these alumni members.

The general aims and objectives of the association are:

- Involve alumni in student development through participation in ongoing academic activities including teaching, research, workshops, conferences, and placements.
- Champion all relevant fundraising activities to the development of the college. To promote best practices in different areas of social life for the benefit of society.
- To impart higher and technical education amongst the poor and needy students giving preferences to them, including the children of remote villages by establishing technical institutions, schools and looking after them by providing them with boarding and lodging facilities free of cost or at a minimum cost, giving stipends and scholarships to those desiring students for their studies including higher technical and allied education, setting up free medical clinic for treatment of the poor and needy including children and like charitable purpose for the benefit of the public in general.

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

The college ensures the dissemination of higher education and culture to students irrespective of their caste, creed and gender, by providing them ample scope for the study of multiple disciplines. While drawing its pool of students mainly from the adjacent rural areas inhabited by lower income groups, the college has taken utmost care to provide these students good opportunities of studying Postgraduate courses both in regular and distant modes in various disciplines.

The vision of the college is to instill 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 planting of saplings and college sports.

Mission:

Some of the significant missions of the college are:

- To lead the students into deeper realms of knowledge by evoking a spirit of enquiry within them.
- To sensitize students to cross-cutting issues related to human rights, gender equality, environmental awareness, sustainable life, and cultivation of human values.
- To make students aware of our National cultural heritage and also inform them about local cultures and customs.
- To invite opinions and contributions from all the stakeholders in the holistic development of the college.
- To empower students about the use of technology and e-resources for academic and scholarly purpose.

Implementation:

The college aims at realizing all the goals set out by our Vision and Mission. All the members of the institution are encouraged to participate and cast their opinions on decision making and policy formulations. The college authority actively communicates with the members of the college at both formal and informal levels. Active and systematic interaction with the students throughout the academic session makes the goals achievable and the Governing Body plays a crucial role in overseeing all these aspects with greatest of care and attention. Teachers' Council sends three teacher representatives to the Governing Body. Teachers' Council plays its part in forming different committees which are well represented by members from both students' forum and non-teaching staff. Different committees hold regular meetings for planning and executing tasks of their respective committees. Each department, in its turn, also has an important role in implementing resolutions and directives taken at the higher levels. The institution encourages faculty members to conduct seminars, take community initiatives, etc. The college also supports the teachers in their endeavours to get research projects. The college keeps renovating and upgrading its physical facilities, such as class rooms, laboratories and so on, to properly implement the

changes in teaching- learning process. The entire college works together to realize the ideals of the vision and mission of the institution.

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

Response:

In addition to different statutory bodies like GB and Teachers' Council the college has formed different sub-committees which help the college administration to function smoothly. College authority on decentralization and participative functioning of the College may reflect Admission committees are formed every year in order to smoothly conduct admission procedure of different courses and classes of different faculties. The Admission Sub-committee of the institution counsels prospective candidates for admission at the time of registration. Senior faculty members along with office administrative staff members are included in the committee. Periodic meetings are arranged for proper coordination and sharing information. Committee members go through the rules of admissions and help students to select the proper subjects and course. They verify the admission form and provide guidance to the students. 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. 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 invited as invitee members in different sub-committees including IQAC who enrich the institutional governance with their valuable advices. 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.

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The College authority has mind makeup for setting up perspective plan for excellence in academic and infrastructural development. This is drawn in the form of long term and short term goals in different aspects of college functioning. These perspective plans are reflected in the annual action plans. The IQAC decides the perspective plan which is approved in the DAC (Development Advisory Committee) meetings. Although the College has been realize most of its perspective plans, noteworthy is the augmentation and renovation of infrastructure, and increase in laboratory equipment and Library resources. The solar

generation capacity has been maintained regularly, networking system will be reconstructed. Many of the classrooms are ICT enabled, bringing to fore the technological advancements in teaching learning. And last but not the least, the IQAC gathers all the material information from different departments and keeps record of all the activities from time to time.

All academic and administrative issues regarding academic plans, guidelines, strategies and procedural arrangements are provided to us by the University of Burdwan, the Government of West Bengal and the UGC, many of which are available on their respective websites. In addition to this, the Governing Body of the college formulates relevant policies, which are then adopted and integrated with existing policies by the teachers' council and its various committees.

Located in an underdeveloped region, the college caters to students who mainly come from economically weaker and underprivileged sections of the society. We recognize the magnitude of our responsibility in providing quality education to each and every one of them. In an effort to achieve this, the college authority keeps developing and incorporating new elements in its policies. This helps us to keep abreast of the challenges of a fast-changing world. In particular, we focus on:

- Encouraging and welcoming innovations to improve the teaching-learning experience
- Purchasing up-to-date and relevant books and journals for the courses taught under the CBCS system
- Providing students and teachers with an easy and open online access to the resources of the college library
- Encouraging teachers to pursue research

Emphasizing on renewable sources of energy to meet the power consumption demands of the institution

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

Response:

The college is recognized by the UGC under section 2 (f) and 12(b) of the UGC act 1956. The college is headed by the Principal. The Governing Body of this college is the head of policy making activity and the president of governing body is the chief of policy making body. Each department has a departmental in-charge who supervises and controls the functioning of the respective departments. The IQAC initiates, plans and supervises various activities of the college that is necessary to increase the overall quality of the education and growth of the college. Total eighteen (18) committees have been constituted to look into the various activities of the college. Recommendations for appointment of both the teaching and nonteaching staffs are done through the West Bengal College Service Commission (WBCSC). Service rule is continued as per the West Bengal Higher Education Department service rule.

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. Besides experienced teachers and non-teaching staff are invited as invitee 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 sub-committees which help the college administration to function smoothly.

The Admissions Committee (for admissions) involves all members of the staff who work together at different levels. Development sub-committee involves the participation of teachers and non-teaching staff. 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. 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. During the institutional lockdown throughout the country induced by Covid19 Pandemic, the college administration conducted frequent online and offline meetings to ensure the smooth running of college curriculum and examinations.

For service rules of the permanent employees, the college strictly abides by the rules and regulations framed by the Government of West Bengal and the Statute of the University of Burdwan. In certain cases, the college authority also follows the communication made by the Government of West Bengal through its various GOs.

For grievance redressal the college has a well-established mechanism to negotiate any such situation. The institution has a Grievance Redressal Cell for this purpose.

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff**Response:**

The college has well-defined welfare measures for the teaching and non-teaching Staff.

- Leave is readily sanctioned to the staff for personal work, attending Refresher Course/ Orientation Program/seminars etc.
- Faculty members are encouraged for research and publications for their career advancement.
- Dedicated workspaces, separate reading and computer space in the library.
- Separate parking for all Staff.
- The Management is easily approachable to the staff.

- CCTVs and security guards ensure security of staff.

- Sufficient numbers of Water purifiers and coolers for students, Non-teaching staff and Teaching Staff.

- Washrooms for all staff on all floors.

- Canteen facility is available for students, Teaching and Non teaching staff.

- Ex-gratia for casual non-teaching staff from college fund.

- All casual non-teaching staffs are given with the festival bonuses annually.

- College provides financial support if anybody is needs as advance

- Separate department rooms are provided to the teaching staff.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description

Details of teachers provided with financial support to attend conference, workshops etc during the last five years

Document

[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0.2

6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	01	00	00

File Description

Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff

Document

[View Document](#)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 9.93**6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
11	08	10	03	02

File Description	Document
Details of teachers attending professional development programmes during the last five years	View Document

6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff**Response:**

As per the direction of UGC and DPI of Higher Education, Government of West Bengal, the Institution has a performance appraisal system. Teachers have to submit filled-in format for PBAS (Performance Based Appraisal System) to the Principal. Apart from that, Annual Performa's are submitted by the Teachers to the IQAC which help in collation and cross checking of the information. For Career Advancement under CAS, PBAS formats submitted to the Principal at the end of every academic session are forwarded by Principal to DPI and the affiliating University of Burdwan after approval by an Internal Quality Assurance Cell (IQAC). Performance of Teachers is also assessed through Student feedback, taken at the end of every academic session and appropriate instructions given to staff by Principal. The IQAC reviews Administrative and Academic progress so as to review the performance of all the departments and office administration. After the evaluation of the report by the Principal and IQAC, it is communicated to respective department for improving shortcomings.

The college has multiple ways of monitoring, assessing and appraising its teachers and non-teaching staff. Following are some of the ways:

Student Feedback: The feedback is obtained on the institutional curriculum, classes, and on the general conduct of college-administration from students of final semester in a blended mode. It is partly obtained through a questionnaire given by the college before they collect their final mark-sheet and leave this institution and it is also received via online through a feedback portal generated by the institution in college website.

During the year under the Covid-19 pandemic situation, the feedback of this session is collected entirely via online through a feedback portal generated by the institution in the college website. Students of final semester provided feedbacks on the institutional curriculum, classes, and on the general conduct of college-administration through a Google Form generated in the Feedback Portal of the college website.

Moreover, several teachers of various departments of the college, being members of UGBS and PGBS of the affiliating University provide concrete suggestions on designing and development of the curriculum.

Attendance Register: The college maintains separate attendance registers for different categories of staff members:

- Attendance register for Full time Teachers, CWTTs and SACTS
- Attendance register for Full time and Casual Non-Teaching Staff.

The teacher-in-charge monitors the attendance register at regularly which helps the college to understand the status of duties assigned to different staff members. An electronic attendance system has been introduced to increase further effectiveness of this appraisal system.

The IQAC meticulously evaluates and prepares API score sheets of different teachers after going through their performances in various fields of the college both academic and administrative. Recommendations for promotions under CAS are done only after the compliance of full satisfaction of Performance indicators.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Institution conducts internal and external financial audits regularly enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit Annual Financial Audit account is done by a Chartered Accountant in every financial year. Institution conducts internal audit on a continuous basis. The Internal audit assistants are stationed in the college office. Statutory Audit is conducted by Auditors appointed by DPI (The Director of Public Instructions) of West Bengal Higher Education Department. Statutory audit is completed till financial year 2020-21.

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

Response: 0.75

6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0.75	00	00	00	00

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The college raises its funds through various resources such as fees from students, Salary grant received from government. In addition of above mentioned sources, college gets funds and research grants from funding agencies like UGC and University of Burdwan. College raises funds from the examination and enrolment fees by the partnership with University of Burdwan. Purchasing Committee takes decision of purchase of capital equipments. Well defined procedure is followed for purchases.

The college sends proposal for additional grants to the UGC in order to meet expenses for construction, repair and renovation of the college building and premises. Various development schemes of the State Government are also availed from time to time. Other adopted strategies for mobilizing funds are sale of admission form, collection of registration fee, collecting hiring charge for holding external examination in the college, bringing greater number of students under the purview of stipends/scholarships granted by Government and reinvesting the fixed deposit after maturity. After receiving the grant it goes through various processes involving the Teacher- in-Charge, the Bursar, the Finance Committee, the Purchase Committee and the college Office before it is finally disbursed to the concerned person or the respective department(s). The Principal and a constitutional committee take care of the subsistence of the infrastructure, facilities and equipment of the college. Strategic plans are made for the upgrading of the infrastructure.

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

IQAC frames an action plan and ensures its proper implementation for overall development of the students at the beginning of every academic year. In the IQAC meetings Quality assurance strategies and best practices to be institutionalized are discussed and decisions taken for the staff by the Principal. In the collaboration of IQAC with different departments of the college a number of State, National and International Level Seminar and Webinar have been done. At the beginning of every academic session, Students' Orientation Programme is held for freshers. Students are given information about examination system, internal marks, Program outcomes, various Committees, NSS etc. This is followed by a tour to different departments. During the session, IQAC held at regular intervals and have become an essential part of the college calendar. IQAC has focused on the implementation of e-governance in the areas like Planning, Administration, Finance and Accounts, Admission Process, Examination and Evaluation. IQAC also works with the submission of AQAR and preparation of SSR of the college.

The IQAC of Rampurhat College has significantly contributed in adapting plans and converting them to suitable course of action to ensure a holistic development of the institution. Some of the notable activities include the follows:

- Online Admission process has been conducted smoothly and successfully.
- Academic activities have been undertaken keeping in mind the guidelines framed by the university and Academic Calendar prepared by the college.
- Campaign through leaflet has been undertaken regarding Right-to-Information and Anti-ragging Acts.
- A number of seminars and webinars have been successfully organized by the different departments of the college in collaboration with the IQAC.

Two Best Practices institutionalized at the initiative of IQAC:

- **Clean Campus Clean Self Green Campus Green Minds**

The college has adopted the mission of “Clean Campus Clean Self Green Campus Green Minds” for environmental conservation and sustainability. A traditional saying goes like this: “Cleanliness is next to Godliness.” Hence is the need for keeping the institutional environment clean. NSS conducts routine cleaning of the college campus throughout the year by the help of its students. In 2017 it conducted Swachhata Paksha Abhiyan, students participated in Essay and Film Competition on Swachhata.

- **Checking Electrical Power consumption and Green Initiatives: Establishment of Solar Panel and the use of LED Bulbs to save energy**

Solar Panel was established at Rampurhat College on 27.03.2017 to save the electrical energy having a load of 1.5 KW. In this way, Rampurhat College saves conventional electrical energy and recurring costs. Snaps of Solar Panels installed on the rooftop of the Main Office building. The solar panel unit of Rampurhat College is saving electrical energy and thus maintaining environmental sustainability. Moreover, LED lamps and lights have been introduced in the college on a large scale to save energy. It has also reduced the electricity bill significantly, thereby saving the college expenses as well.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The main focus of the IQAC of this college is the holistic development of our students through strong support base academic activities. The sudden switch to online mode of teaching and evaluation has been a challenge to the stakeholders. Whenever, college has need to provide an educational experience to the learner according to their needs and capabilities, college has done decently well under the circumstances of COVID-19 situation. The regular meetings of the IQAC internally as well as with the principal and

different committees are conducted to ensure stocktaking and earmarking of the scopes of improvement in all possible spheres of campus life. Yearly feedback obtained from different stakeholders help in proper identification of the target area.

Workshops, seminars, regular use of ICT in classrooms contribute to the enhancement of Teaching-Learning. The institution encourages the cultivation of interpersonal bonding between students and teachers. The remedial classes were arranged under the Remedial Coaching Scheme provided by UGC. 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. Though the institution has no Student Counselling Cell, the teachers act as the guides of the students very willingly and impart advices in academic mentoring and personal help. Help by both college teachers is availed of by parents as well, depending upon the gravity of the need. In this way the college has incorporated personal counselling mechanism into Students Mentoring System.

The introduction of CBCS in the college curriculum since 2017 made internal evaluation mandatory and the institution abides by this programme. Internal evaluation is conducted twice within the duration of a semester. Besides, continuous evaluation is carried out throughout the year through regular tests, objective tests, projects, student paper presentations, seminars, quizzes etc. 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. The college enables students via university to apply for re-evaluation of University answer scripts. Every year round evaluation through class tests, tutorials, students' seminars/presentations keeps the students in touch with their subject. It also enhances and helps students grow in confidence for University examinations. Parent-teacher meetings are conducted for students who have low attendance and are those who have not performed well in college.

6.5.3 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)
3. Participation in NIRF
4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

Response: C. 2 of the above

File Description	Document
Upload details of Quality assurance initiatives of the institution	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

The Gender Cell of this college has been very active since its inception in promoting awareness amongst students regarding the issue of Empowering Women and Gender Equality. A talk titled *Manabipath*, organized by the Dept. of Bengali in 2018, and an interactive session with students on the topic 'Thinking Beyond Gender', organized by the college in May, 2018.

During COVID-19 pandemic situation, most of the time college campus was closed but college frequently aware all the stake holders about gender equity through posters, etc.

Provide Web link to:

- Annual gender sensitization action plan
- Specific facilities provided for women in terms of:
 - Safety and security
 - Counselling
 - Common Rooms
 - Day care center for young children
 - Any other relevant information

Safety and Security:

The Institution has certain well placed safety and security measures to protect and encourage its female students to feel free and secure. These safety and security measures are as follows:

- The College is well protected from all sides by boundary walls.
- Its entrance and exit points are well guarded by security person all throughout the day and night.
- All the major and important areas of the college have been brought under CCTV surveillance for security purposes.
- The college has an Anti-Ragging Cell which reports not a single case of ragging in last 5 years.
- The Vishakha Committee has been constituted to promote gender equality among the students and staff members. Any complaint is amicably settled through this committee. The students of this college mostly belong to the underprivileged and poor sections of the society. Keeping in mind their health and hygiene the College provides sanitary napkins at a very low cost through a vending machine.

Counselling: Female students of the institution are primarily provided Personal Counseling through the

departments. Departments counsel students who are in need for urgent help and if necessary they are sent to members of the Gender Cell for further help.

Common Room: The Institution has a well equipped Common Room for its female students. It is strategically located right beside the Teachers' Room to inspire a spirit of protection and safety. Washroom is provided inside the common room. The Common Room has a water purifying unit for drinking water. To further help its female students, the institution has installed a vending machine for sanitary napkins for its female students at the Common Room itself in the session 2017-2018.

General Medical facilities for all Students: Rampurhat Regional Centre of Students Health Home has been attached to Rampurhat College. It plays a very important role increasing awareness regarding different human diseases related to environmental pollution. A dispensary with qualified doctors is available 24 hours a day. To fulfil the medical needs of the students, staff and others on campus, the doctors also carry out a routine medical check-up of them every month.

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: B. 3 of the above

File Description	Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Response:

Mostly paper wastes are disposed as the solid waste from the each department of the college and it is the bulk of waste. The process of collection of waste in the college is done by the sweepers and NSS

volunteers of the college and some time by the outsider labors. The students have been sensitized about the importance of keeping their classrooms free from paper and plastic wastes and waste bins are kept in all the classrooms for the students to collect the waste. The municipal garbage truck comes and collects it time to time for final disposal at the Municipal dumping site. Efforts have been made for segregation of wastes and separate bins have been introduced in each department for proper disposal of all kinds of wastes. E-waste materials are also need to be disposed from the college campus therefore, college has a good collaboration relation with Municipal Corporation and the municipality regularly visits to collect e-waste for disposing it.

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals

The waste from all around the college is collected separated in different colour coded bins daily as wet and dry waste, which is disposed of separately. Dry waste includes paper, cardboard, glass, tin cans etc. on the other hand and wet waste refers to organic waste such as leftover food. The compostable organic material was composted and evaluated as a fertilizing material through vermicomposting. Disposal of this waste produces good quality organic manure that can be used as soil amendments and a source of plant nutrients. With innovative initiatives like “Think Green Campus Model”, waste management is helping colleges to achieve a higher level of environmental performance.

Waste bins are placed at several points in the college to collect food waste, and the sweeper of Rampurhat College collects these and deposits in waste bins. All these waste materials then disposed of by Rampurhat Municipality, weekly. Plastic carry bags and plastic waste items are regularly collected by NSS volunteers and deposited to waste collecting points in the Rampurhat College. Municipalities are responsible for the management of this waste.

7.1.4 Water conservation facilities available in the Institution:

- 1. Rain water harvesting**
- 2. Borewell /Open well recharge**
- 3. Construction of tanks and bunds**
- 4. Waste water recycling**
- 5. Maintenance of water bodies and distribution system in the campus**

Response: D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document

7.1.5 Green campus initiatives include:

- 1. Restricted entry of automobiles**

2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

Response: A. Any 4 or All of the above

File Description	Document
Any other relevant documents	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

Response: D. 1 of the above

File Description	Document
Certification by the auditing agency	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

Response: C. 2 of the above

File Description	Document
Any other relevant information	View Document

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

Students of Rampurhat College hail from the different socio-economic backgrounds and come from diverse regions with their different cultures, religion, caste and food habits and also having their own language preference. Therefore, it can be said that the college has a picture of demographic diversity. Diversity is also seen in the parent stakeholders whose occupation range from farmers, rickshaw pullers, daily labours to businessman, doctors and professors. In the annual sports of the college event are conducted providing inclusive environment to the students and teachers too. This college also conducts an annual cultural day and different cultural programmes with rich cultural heritage from different customs, festivals and beliefs of all communities make them different from each other. NSS unit of the college has an important role to provide inclusive environment to the all stakeholders by engaging and participating in different activities like blood donation camp, cleaning the college campus, sanitize the institution, ban on single time plastic use and Swatch Bharat etc.

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

In keeping with the Constitutional Responsibility of preserving and caring for the environment college has role to organize different activities and programmes for the students' participation in philanthropic activities for the community. As part of a curriculum students have a subject on environmental science with the principle to adapt and familiarize them on conservation of environment and ecosystem. To develop different types of values among students like, cooperation, sympathy and kindness Department of Bengali of this college has an important role to organize different programmes like, to distribute food, cloths, soaps, bed sheet etc. during the lockdown those are stuck in Rampurhat Station. Students of Bengali department often visited Shantibari an orphanage home for underage children locate at Naryanpur, Birbhum for getting knowledge about the life style of orphan. Collection and distribution of seeds and saplings among farmers of local community by NSS and the department of Botany is an effective step for the conservation of environment. Post-graduate students from the department of Bengali have conducted a visit to Rampurhat Correctional Home and have interacted with the inmates to get acquainted with their problems. In this way the students learn to relate themselves to a larger cross-section of the society. In this way the Institution inculcates within its inmates values for being responsible citizens as reflected in the Constitution of India. Visit postponed during the COVID-19 pandemic situation. The college gives every opportunity to experienced important values to help the community and students to come up with new ideas and ways to reach out to the community.

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

Response: D. 1 of the above

File Description	Document
Code of ethics policy document	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The institution places a high value on the lives and teachings of our national icons hence it takes every opportunity to remember and celebrate the values and principles of these great personalities. Various International and national commemorative days are observed and celebrated in the college by giving Speeches staff and Principal on National festivals- Independence and Republic Day to enhance National pride. Apart from this there are also many cultural events including dance and songs like, Rabindra Sangeet and Nazrul Gitee, which reflect our national pride and pave way for introspection and realization of our obligation towards the nation.

Other commemorative days such as College Foundation day, Women's day, Teachers' Day), Gandhi Jayanti, Rabindra Jayanti, Rabindra Death Anniversary, Najrul Jayanti, Netaji Birth Day, Holi, Saraswati Puja, Begum Rokyea Birth and Death Anniversary, International Language Day, Iswar Chandra Vidyasagar Birth Anniversary, etc. All the above activities were held online in 2020-21 session due to pandemic condition.

7.2 Best Practices

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

Response:

Title of the Practice

- 'Clean Campus Clean Self. Green Campus Green Mind'

Objectives of the Practice

A traditional saying goes like this: "Cleanliness is next to Godliness." Hence is the need for keeping the institutional environment clean. A clean environment means piling of lesser amount of garbage and timely cleaning of the surrounding that leads to a better growth of greenery around the campus. The cleaning of the campus thus results in the growth of a physically sound and mentally energetic generation of human beings among students and other stakeholders of the College. If practised by the students and other stakeholders of this institution, the habit of cleaning the campus will inculcate among them an environmental awareness and will develop as a good habit that will continue even after they leave the campus and thus it will ultimately lead to a betterment of the world through the clean selves and green minds of the budding young generation.

The Context

In contemporary world the rapid urbanization and economic globalization leads to speedy extinction of greenery. The receding Nature is taking away all the biodiversity with her. This dire situation calls for the reduction of the use of plastics and fumes of motor vehicles. All these issues are continuously challenging the environment of our Mother Earth. Moreover, the constant piling up of garbage within and outside the college premises may lead to the growth and transmission of infectious diseases. All these problems were addressed through the drive of **'Clean Campus Clean Self, Green Campus Green Minds'** that the college administration has undertaken.

The Practice

The college administration has installed multiple waste-bins at different corners of the college so that no garbage is thrown here and there in the college campus and its surroundings. With the help of the students of NSS, the college administration cleans the entire college campus on weekly basis. This practice of cleaning the campus initiated by the college complements the National mission of 'Swaccha Bharat' run by the Govt. of India throughout the country and thus it contributes to the greater National drive towards cleanliness. The college emphasizes on the issues of Environment and Sustainability in the present college curriculum. The syllabi of Botany, Zoology, and Geography focus on climate change and environmental issues. Apart from the above curricular drives the institution conducts regular seminars, sensitization programmes and special lectures on these issues through the various bodies particularly assigned for the same. The semester-I students have to study a full paper along with a project on Environmental Studies. Implantation of saplings is done on various occasions throughout the year. The NSS wing of the institution propagates the motto of 'Clean Campus Clean Self, Green Campus Green Minds' among the staff and students. In 2017 NSS conducted Swacchata Paksha Abhiyan, students participated in Essay and Film Competition on Swacchata. On 19th September, 2018 the Department of English organized a one-day district-level seminar on Literature and Environment titled 'Greening the Canvas'. Students of the department made an active and spontaneous participation in this seminar through creative inputs in an exhibition cum poster presentation titled "Let's Repaint the Earth in Green". The seminar was concluded through the screening of a short documentary film on environmental awareness, *The Forest Man*. All these initiatives could be counted as good practices of the institution to promote multidisciplinary approach in view of NEP 2020.

Evidence of Success

The College has succeeded in keeping its campus clean and green. The report of Green Audit supports this practice also. At the same time initiative has been taken to make the campus free of plastics and fumes of vehicles by promoting the use of bicycles. The installing of water purifiers at different corners of the college campus could be counted as a part of this drive as well, because the availability of pure drinking water wards off water-borne infections. The results indicate the growth of personal cleanliness and environmental awareness among the staff and students of the institution.

Problems Encountered and Resources Required

The college initially needed to campaign among its staff and students to inculcate awareness regarding cleanliness. Later it took initiative to construct cycle stands and install waste-bins with the help of Rampurhat Municipality. Saplings implanted in different places were destroyed by animals and others. Measures had to take to guard the saplings to make the campus green. Resources were allocated to carry on the practice.

Best Practice 2

Title of the Practice

‘Sanitation for All: Installation of Sanitary Pad Vending Machine for Women’

Objectives of the Practice

Rampurhat College is a co-education college and hence it has to keep an eye on the campus facilities of both male and female students. They travel a long way from adjacent subdivisions and neighboring villages to study in this institution and they face physical discomforts during menstruation. Keeping this in mind the college administration has arranged for a supply of sanitary napkins in exchange of a very small amount of charge.

The Context

In contemporary academic world male and female students are supposed to be treated with equal importance and are provided equal rights and facilities. Menstruation has been a topic of social taboo till today in Indian society, which causes women a lot of embarrassment, especially in public space. Physical discomforts of a woman are things not to be discussed publicly and often laughed at till today. Under these circumstances, the stance taken by the college to provide sanitary napkins through a vending machine is a bold and sensible step towards the empowerment of women. In this way the college provides service to all female students as well as female staff-members of the institution. At a larger context this stance of the college goes in consonance with the ‘Beti Banchao Beti Padhao’ mission adapted by the Govt. of India and it also complements the National drive on ‘Swachhata’. The Sanitary Pad Vending Machine meets the requirement of female students very well.

The Practice

The Institution has a well-equipped Common Room for its female students. It is strategically located right beside the Teachers’ Room to inspire a spirit of protection and safety. Washroom is provided inside the common room. The Common Room has a water purifying unit for drinking water. To further help its female students, the institution has installed a vending machine for sanitary napkins for its female students at the Common Room itself in the session 2017-2018. The machine supplies sanitary pads, which can be accessed by female students in exchange of a very small amount of charge. The female students can operate the machine on their own and meet their requirement without asking someone.

Evidence of Success

The female students and staff members of this institution are hugely benefitted by the machine and they are comfortable with the self-service mode of this machine. The machine is successful running for 5 years since its installation.

Problems Encountered and Resources Required

The college faced initial problems regarding funding and space of installation (where to put the machine), however it soon got over these minor issues and accommodated the machine within its campus.

7.3 Institutional Distinctiveness**7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words****Response:**

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. The college operates in three shifts namely Morning, Day and Evening shifts. The college has constructed the Hamilton Museum of Fresh Water Fishes which is maintained by the Department of Zoology. This is unique in nature in this locality. 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. However in this year under the threat of Covid19 pandemic the NSS wing of the institution could not organize camps as it require involvement a lot of people. 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 such as Covid19 pandemic and cyclonic ravages caused by 'Amfan' and 'Yas'. During these times it becomes a collection centre for relief materials. Packaging of these items by the students and transportation to distribution centers is a part of the institution's commitment. Rampurhat College has collaborated with Kohima Science College, Nagaland and IITM, Pune for academic research on atmospheric science and country wide Lightning Location Network respectively

Additional Information:

- The number of working days in this institution is rising that encourages the work culture.
- Faculties and students have national and international exposure, recognition and publication.
- Many of the ex-students work as faculty and staff members in the college.

- The library is fully automated.
- The departments of the college are well connected with each other through the college LAN.
- Modernization of the traditional classrooms was done through the introduction of ICT enabled classrooms.
- The introduction of ramp and rail in the college for differently abled students indicates a sensitive treatment of the aforesaid students.
- One of the major strength of the institution is its alumni association, established in 2021, which includes well-known political and social figure Dr. Asish Banerjee as its member.
- The NSS units of the college have done a lot of awareness camps, rallies and welfare works in the villages and localities adjacent to the college.
- The college office is partially automated.
- The College website is restructured.
- Students of the institute have earned a number of trophies and medals at State and District level sports several times.
- The College has established a micro-level observatory of atmospheric science, a Herbarium, a Garden of Medicinal Plants, and The Hamilton Museum of Freshwater Fishes (a pioneering effort in this district).
- 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. 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. Moreover, waste from the science laboratories are managed following standard procedure.

5. CONCLUSION

Additional Information :

It may also be mentioned here that the college also provides spaces for the study centre of Netaji Subhash Open University (NSOU) which was opened in January, 2004 and it offers both Bachelor Degree Programme (BDP) and Post Graduate Programme (PGP) in distant mode. BDP offers 3 year degree courses in elective subjects Bengali (EBG), English (EEG), History (EHI), Mathematics (EMT) and Geography (EGR). Besides, for first year BDP students it offers 1 year compulsory course in Foundation Bengali (FBG), Foundation English (FEG), Foundation History (FHS) and Environmental Studies (ENVS), and it also offers Bengali, English, History, Pol. Science and Physics as subsidiary subjects under BDP. PGP offers 2 year courses in Bengali (PGBG), English (PGEG), History (PGHI), Political Science (PGPS), Social Work (PGSW), Education (PGED), Mathematics (PGMT) and 1 year PG course in Library Science (MLIS).

Concluding Remarks :

Established in 1950 as a large institute of higher education in the subdivision of Rampurhat and adjacent areas, Rampurhat College has a history of serving society since the post-independence social and political transition. The institution has traversed a long way in imparting education and culture to young enthusiastic students from diverse social background. Since its inception the college has kept its keen vigil on the development of academic and infrastructural development. To achieve this aim all members of the Governing Body, the Teacher-in-Charge and Teaching and Non-teaching Staff of the college work in a holistic relationship. The educational curriculum of the institution is regularly upgraded and digitized through innovative teaching and learning methods with a transparent feedback system from stakeholders. The faculties of the college are encouraged to participate in national and international conferences, conduct research and make publications to gather knowledge and exposure that help to enhance their teaching skills. Different cultural and social extension programmes contribute to the overall development of the institution. The close and amicable cooperation among students, teachers, library officials and non-teaching staff has enhanced the general educational and cultural environment of the College.

IQAC frames an action plan and ensures its proper implementation for overall development of the students at the beginning of every academic year. In the IQAC meetings Quality assurance strategies and best practices to be institutionalized are discussed and decisions taken for the staff by the Principal. In the collaboration of IQAC with different departments of the college a number of State, National and International Level Seminar and Webinar have been done. At the beginning of every academic session, Students' Orientation Programme is held for freshers. During the period of COVID-19 and ensuing lockdown, the session was held on the virtual platform to take care of the students' mental health and to uplift their spirits. IQAC has focused on the implementation of e-governance in the areas like Planning, Administration, Finance and Accounts, Admission Process, Examination and Evaluation. IQAC also works with the submission of AQAR and preparation of SSR of the college.