



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

Ramananda College

- Name of the Head of the institution **Dr. Swapna Ghorai**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **9434509415**
- Mobile no **6297976619**
- Registered e-mail **principalramananda@gmail.com**
- Alternate e-mail **iqacramananda@gmail.com**
- Address **Ramananda College, P.O. and P.S.:
Bishnupur,**
- City/Town **District: Bankura**
- State/UT **West Bengal**
- Pin Code **722122**

2.Institutional status

- Affiliated /Constituent **Affiliated (Govt. Aided)**
- Type of Institution **Co-education**
- Location **Semi-Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Bankura University**
- Name of the IQAC Coordinator **Dr. Babula Kumar Pradhan**
- Phone No. **9476436779**
- Alternate phone No. **9476436779**
- Mobile **9476436779**
- IQAC e-mail address **iqacramananda@gmail.com**
- Alternate Email address **pradhan.babula51@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://www.ramanandacollege.org/images/uploads/AQAR%202021-22.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://www.ramanandacollege.org/academic_calendar.php

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	83.15	2007	10/02/2007	09/02/2012
Cycle 2	B	2.75	2015	01/05/2015	30/04/2020
Cycle 3	B++	2.83	2021	13/09/2021	12/09/2026

6. Date of Establishment of IQAC

03/03/2007

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Faculty	TARE	SERB	2022-2025 (THREE YEARS) & 2022-2023 (ONE YEAR)	2,75,000/-

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **04**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

Seminars were arranged to promote research atmosphere in the institution. The availability of research funding from different sources was discussed in the seminar.

IQAC creates a platform for different departments to raise their different internal problems and place these issues in the meeting of the Governing Body to resolve.

IQAC inspires the students to participate in multiple extra-curricular activities which enable them to explore their multi-dimensional abilities besides their classroom studies.

IQAC arranges different training programmes for staff so that they can cope up with modern methods of teaching facilitation, data handling and management.

IQAC in collaboration with different departments encourages the conduction of students' seminars, field surveys, project works, industrial visits and academic excursions for better understanding and gaining practical knowledge on their concern subjects.

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

Plan of Action	Achievements/Outcomes
Introduction of multiple add-on courses	Add-on course such as Spoken English was introduced.
Encourage the student's active involvement in their concerned subjects of interest.	Project Works, Field studies, Tours, Students' seminars were successfully arranged by different departments.
Expanding the green plantations within the college campus.	Plantation programme was arranged by Alumni association.
Redressal of students' academical problems	The reported problems were resolved through the mechanism of students' mentoring and counselling process.
Providing Legal Aid and awareness	Legal Aid Camp was organized by the college.
Career Counselling of the Students	Campus recruitment and placement was organized.

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	06/09/2024

14. Whether institutional data submitted to AISHE

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14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	19/03/2024

15. Multidisciplinary / interdisciplinary

The National Educational Policy (NEP) has been formulated with the vision of developing human resources by enriching the overall aspects of learners. Ramanada college, Bishnupur under the prevalent CBCS syllabus along with the newly introduced NEP-2020

curriculum designed by Bankura University is marching forward in steady steps. Every student is encouraged to opt his/her choice of subjects which include the marked combinations of Science and Humanities along with different Cultural fields. For instance, a student pursuing MAJOR in Mathematics can take up Nutrition or Music or any other distant subject as Multi-disciplinary course for the completion of his/her Bachelor degree. Besides, all the admitted students from different streams with various subject combinations are compulsorily taught the languages - English and Bengali and Environmental Studies. Every year the Intra Departmental Exhibition Competition (IDEC) is held in the College campus. Here, the students from different departments display and demonstrate their theme in given topics to visiting students. This facilitates the opportunity to exchange of innovative ideas among students of various departments with an interdisciplinary approach. The students are also encouraged to witness the demonstration of others so that they get the encouragement to choose Interdisciplinary research areas in their future career. Multiple Seminars and Workshops on different topics are regularly organized in the college in which teachers and students can actively participate. To mention a few; (i) A seminar on "Aquarium Fish Keeping" (Organized by the Department of Zoology and IQAC) has encouraged many to take up such Entrepreneurship in future. (ii) Arts, Music, Linguistic elocution and Essay writing competitions are organised every year intending to encourage more students from allied streams to participate and learn the skill from each other. The College has a sufficient number of research faculty who is working with interdisciplinary approaches. Their work is community-based and has won several awards. Every year the college has been offering a number of certificate, add on and value-based courses of interdisciplinary nature.

16.Academic bank of credits (ABC):

The Academic Bank of Credits (ABC) is a concept proposed in the National Education Policy (NEP) of 2020 in India. It aims to provide students with a flexible and learner-centric approach to education by enabling them to accumulate and transfer academic credits across institutions. As an affiliated college under a University, we have certain limitations to implementing the NEP including resource constraints, curriculum adaptation etc. We can provide a general overview of the initiatives taken to implement the ABC by our Institute and affiliating University. Establishment of an ABC framework: Regular meetings on Programme and Course structure with Credit Distribution for new Curriculum

and Credit Framework for Undergraduate Programmes are conducted by our affiliating University (Bankura) to establish a framework that defines the guidelines and policies for implementing the ABC system. Credit-based curriculum: We have already adopted CBCS in our Institution as per the guidelines and framework formulated by Bankura University. The concerned authority (Bankura University) is discussing on formation of a credit-based curriculum/ syllabus where courses are assigned specific credit values based on their complexity, depth, and workload and revision of Regulations necessary for the purpose. This allows students to earn credits to complete the course successfully. Credit accumulation and transfer: Meetings of all Conveners, and Undergraduate Board of Studies are conducted on allowance to accumulate credits from various courses, programs, and disciplines within the institution and enable students to carry their accumulated credits when they switch across institutions. Credit validation and conversion: Institutions should establish a mechanism to validate and convert credits earned by students from other institutions. This process involves assessing the equivalence of credits earned in terms of learning outcomes and competencies and determining their applicability towards the student's chosen program. Credit banking: Meetings of the Faculty Council for Undergraduate Studies along with the members of the Core Committee for implementation of the new Curriculum and Credit Framework for Undergraduate Programmes are being conducted regularly to address the issue of credit Banking. Credit redemption and certification: Discussions also cover topics such as issuing of certificates, diplomas, or degrees from the institution after the accumulation of a required number of credits in a particular discipline or program through a transparent process to redeem accumulated credits for appropriate certifications. Collaboration between institutions: The agenda of partnerships and collaborations to facilitate credit transfer and recognition has also been discussed in several meetings for allowing students to seamlessly transfer credits between participating institutions. Awareness and guidance: Our college organizes awareness programs and provides guidelines to students, faculty, and staff regarding the ABC system to familiarize stakeholders with the benefits, processes, and implications of the said system. It's important to note that the implementation of ABC system is a gradual process with continuous evaluation and refinement and may take time for institutions like us to fully adopt and integrate into our educational frameworks. We can only implement this system under the regulation adopted by our affiliating University to align their practices with the national policy guidelines on the ABC.

17.Skill development:

The New Education Policy 2020 includes initiatives and provisions that support vocational education and soft skill development of students in higher educational institutions. To increase focus on the skill improvement and competency development of the students an identified set of skills and values must be incorporated into higher education. Keeping this in view, our college has taken some initiatives in this direction by introducing the following programmes:

Spoken English: This course enhances the communicative skills of students while preparing them for work in a modern work environment. Students are taught how to speak English in a professional setting and communicate effectively with others in a work environment

Yoga and self-defence Training: The institution offers a Certificate Course in Yoga to enhance mental health and spirituality, promoting physical and mental

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

India is a country having a long-sustained history spreading to ancient, medieval and modern periods. Over these periods, India has witnessed diverse yet significant transformations, especially in the education system. The Indian knowledge system is ancient, yet it is with a contemporary significance. It encapsulates all the elements with immediate relevance to its very core. Bishnupur, being ruled under the Gupta period by local Hindu kings is also known as Mallabhum after the Vaishnavite Malla rulers who ruled for almost a thousand years and built the exquisite terracotta temples during the 17th and 18th centuries at this place making it one of the principal centres of culture in Bengal as well as India. Since 1997, the temples of Bishnupur

have been on the UNESCO World Heritage Site's Tentative list. Our institution, being located in this historically and culturally rich area, always tries to conserve, promote and flourish the quintessence of the Indian knowledge system. It works consistently in the following fields for appropriate integration of the Indian Knowledge System: 1) Sanskrit is one of the oldest known languages in the world and almost all Vedic scriptures including some of the great treatises in literature, Science, and mathematics in the Vedic era have come composed in the Sanskrit Language. Our institution offers undergraduate (Honours and general) and postgraduate courses in Sanskrit. Students are encouraged to write and speak freely in Sanskrit. Also, they are motivated to go through the Sanskrit classics originally to get acquainted with the knowledge and experience gained from ancient times and to apply them in present-day lives. Our institution also offers undergraduate (Honours and general) and postgraduate courses in Bengali as a modern Indian language. 2) Bishnupur was the capital of the Malla dynasty for centuries. Several architectural monuments with great historical importance are presently available very near to our institution. Students of our college especially in the departments of History and Education Page 13/78 09-02-2024 12:44:59 Annual Quality Assurance Report of RAMANANDA COLLEGE are being informed about this rich heritage regularly with periodical visits to the architecture. 3) Royal patronage also gave rise to Bishnupur Gharana (school) of Hindustani classical music in the late 18th-century which is now being imparted regularly to the students of the Department of Music. 4) The exhibits of arts, crafts and culture engraving the glorious past of Bishnupur are being preserved in a museum inside the college premises. 5) Our institution regularly organizes cultural activities such as Basantotsab, Hul divas, and Rabindra Jayanti to promote Indian culture among the students.

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

Several initiatives have been taken by our college to ensure that the course and programme outcome can guide the students to emerge as all-round individuals. The aspirants will be able to extend their service to the society and the Nation. The Department of English has a separate Spoken English class for undergraduate students to help them overcome problems of diction and composition, thus preparing them for working in any kind of environment. The Departments of Mathematics, Physics, and Chemistry have compulsory classes on computer programming for undergraduate and postgraduate students (the latter in the case of Mathematics) so that they can use programming not only for

subject-related work but also as a platform for securing employment in IT-related jobs. This tunes with the general programme outcomes for all three departments aiming to ensure that the students are highly employable in jobs which are both discipline-specific and committed to their responsibility. To ensure professional competence of linguistic fluency in a professional domain and to communicate effectively with others and to improve soft skills, the college offers an add-on Certificate Course in Communicative English and Personality Development. This directly supports the programme outcomes of each department of the college, which emphasizes that sole objective of every course is to guarantee that students can secure lucrative employment in the adequate professional settings, whether in the public or the private sector. In order to promote both the physical and mental well-being of students and to inculcate human values to make them better individuals who can contribute largely to the society and the nation.

A Certificate Course in Yoga and Value Education is also offered. Certificate Courses on Modern Handicrafts and Cutting & Knitting provide students with some scopes of practical education and hands-on training for earning their livelihoods. Karate Classes and Self-Defence Workshops have been arranged for girls to train them in physical self-defence. Social learning is prioritised through extension programmes initiated by several departments and related wings, the NCC and NSS units. Considering the merits of the NEP 2020, the college intends to increase its efforts in achieving programme and programme specific outcomes. One of the best practices it is to focus on organizing more seminars on human values and effective way living. Previously, the college organized seminars on such topics in collaboration with Ramakrishna Mission.

20.Distance education/online education:

To specify the objectives of Distance Education/ online Education our college has taken the initiatives of introducing Vocational courses through ODL Modes. These courses are designed to provide practical training and knowledge required to excel in a chosen profession, suitable enough for supply through ODL mode of learning. Offering vocational courses through ODL mode can provide institutions with the opportunity to whet their skills and to make them suitable for acquiring jobs in respective fields. Online lectures, webinars, assessment of answer scripts digitally, Home assignments etc. are assessed in our college when required. Describe the development and use of technological tools for teaching learning activities The development and use of

technological tools have revolutionized teaching and learning activities. Technology has provided educators with multiple AI tools and resources to enhance the learning experience of students. Here are some examples of technological tools that have been developed and used for teaching and learning activities:

1. Learning Management Systems (LMS): LMS is a software application that allows educators to create, deliver, and manage content, assessments, and student communication. LMS provides students with access to course materials, online discussions, and quizzes, making it a powerful tool for online and blended learning.
2. Educational Apps : Educational apps are software applications designed for mobile devices that provide students with access to learning content and activities.
3. Virtual and Augmented Reality: Virtual and augmented reality technologies provide students with immersive learning experiences. These technologies allow students to explore complex concepts in a more engaging and interactive way.
4. Multimedia content: Multimedia content, such as videos, animations, and simulations, are powerful tools for engaging students in learning activities. Multimedia content can be used to explain complex concepts, illustrate real-world examples, and provide students with interactive learning experiences.
5. Collaboration tools: Collaboration tools, such as online discussion forums, video conferencing, and group project management software, allow students to work together and collaborate on learning activities. These tools enhance student engagement, critical thinking, and problem-solving skills.

Describe any good practices of the institution pertaining to Distance education/ online education in view of NEP 2020 The National Education Policy (NEP) 2020 emphasizes the importance of technology-enabled and online learning in the education system. To align with the NEP 2020, institutions offering distance education or online education are adopting various good practices to ensure effective and high-quality delivery of education. Here are some good practices of the institution pertaining to distance education/online education in view of NEP 2020:

1. Blended Learning-- Institutions are adopting a blended learning approach, which combines online and offline learning activities.
2. Interactive Learning--Institutions are developing interactive learning content that engages students in learning activities.
3. Personalized Learning--Institutions are adopting customised learning approaches, which allow students to learn at their own pace and focus on their areas of interest. In a collaborative way, online discussion forums, group projects and Team-based learning activities are given considerable priorities.

Extended Profile

1.Programme

1.1	894
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2878
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	1008
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	680
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	110
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	74
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	60
Total number of Classrooms and Seminar halls	
4.2	108.84
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	159
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college adheres to the CBCS curriculum in cohesion with the Academic calendar.

Active and discreet role is played by several teaching faculties from our institution as members of Undergraduate Boards of studies for their specific subjects. Their significant contributions acts in the effective implementation of the CBCS curriculum at Bankura University. Notably, our college provides undergraduate courses (such as Computer Science, Music, Economics, etc.) and a postgraduate course (Botany) that are not available in any other institution of the affiliated university.

Our college provides special guidance to the underprivileged students, ensuring their academic progress and overall development. The teaching-learning experience of our college is wonderfully carved with the mentorship protocol.

*Besides, regular university exams, our college conducts

departmental seminars and internal assessments along with home assignments to evaluate the students' performance.

* Feedback is collected periodically from multiple stakeholders viz., students, faculty, alumni, administrative members, etc. to evaluate the institution's system and address issues effectively.

* Career-oriented program such as Spoken English classes are regularly arranged for the students along with Yoga camps for the holistic development of the stakeholders.

The NSS, NCC and Eco-club Units conduct their multiple activities round the session.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://ramanandacollege.org/images/uploads/1.1.1%20%2011zon_compressed_11zon.pdf

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

The academic calendar is prepared by the Principal and members of the academic council in parity with the University Calendar for the smooth functioning of the Institution under the CBCS pattern

1. At the beginning of each semester, the guidelines are distributed to teachers and students and also posted on the college website and notice boards.
2. HODs have the authority to make minor schedule changes in consultation with the principal and members of the academic council.
3. Periodic class tests and unit tests are conducted to assess students' progress.
4. Students are provided with home assignments as an integral component of their academic curriculum.
5. Internal assessments follow university guidelines.
6. Departmental seminars on syllabus topics are held.
7. Visiting faculty enriches students' skills and knowledge.
8. Lab visits and educational institute visits foster knowledge exchange among students.
9. Regular outreach programs are organized.
10. Participating in departmental "Innovative Ideas"

presentations promotes student self-expression.

11. Students actively participate in intra-college cultural competitions for personal development.
12. Reports on projects and educational tours are submitted and evaluated based on syllabus guidelines.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

50

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

284

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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 :

Social and environmental issues are addressed by the college, involving faculties from every department, Specific committee like Woman Cell, Anti Sexual Harassment Cell, Eco-friend Club, NSS unit

etc., enhance students' knowledge on gender equality, human rights and environmental concerns.

Gender Sensitivity:

Prescribed curriculum of Philosophy, Political Science and Geography addresses discrimination, Secularism, gender etc. The Women Cell conducts several women empowerment and gender equality programs. Prevention of Sexual Harassment and Women Cells organize awareness seminars.

Environment and Sustainability:

Environmental Studies focus on Environment and Sustainability. Departments like Geography, Botany and Zoology Honours covers various topic on environment.

The college sponsors workshops, seminars, lectures, exhibition to sensitize students about environmental issues. The college observes "No Fuel Day" to raise awareness about a pollution-free environment.

NSS unit promotes environmental protection.

Human Values:

Political Science, Bengali, Hindi, Sanskrit, English, Education, Economics, Philosophy emphasizes human values through departmental courses. Seminars and workshops on intellectual property rights are organized by the college.

Professional Ethics

The right and dignity of every stakeholder is respected irrespective of all inequality. Sanskrit, Philosophy and other departments promote professional ethics. Fair practices in examinations and daily college life are advocated with NCC contributing to the dissemination of professional ethics.

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

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

10

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

82

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

A. All of the above

from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	http://www.ramanandacollege.org/feedback.php
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.ramanandacollege.org/images/uploads/Student%20Satisfaction%20Survey%202023.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1186

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year**692**

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The following measures have been taken so that the students can adopt themselves better to the CBCS system of higher education:

- The academic calendar has been provided with the class timetable and other pre-planned academic programmes through an Induction meeting at the beginning of each semester of the academic session.
- In order to identify the slow and advanced learners the faculties can initiate interactive in the effective classroom

In order to improve their competency, advanced learners are also encouraged to participate in myriad Cultural programmes such as creative dance, Poster drawing, debates, extempore, student seminars presentation, and 'convey your ideas' with the help of PowerPoint presentation.

- For the Slow learner, special attention is provided with additional explanations and concept-clearing questions by the faculty. They are also encouraged to discuss what they are enlightened with their peer students through a brainstorming process for better understanding. The concept-based learning of the learners is assessed through the evaluation of home assignments.
- All departments have taken the initiative of Mentor-Mentee where all students are provided with advice about academic and college-related matters.

Remedial classes have also been arranged for slow learners to improve their learning capabilities.

File Description	Documents
Paste link for additional information	https://www.ramanandacollege.org/images/uploads/2.2.1%20-%202022-23.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
2878	110

File Description	Documents
Any additional information	View File

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

- Students' seminars, Workshops, Exhibitions through the presentation of themes, models, charts, to make the learning process more effective and to help them getting exposure by interacting with the resource persons.
- The laboratories of science departments are well equipped and the students can avail the tools during the hands-on practical sessions.
- Students of post-graduation are involving in research writing of project work and research dissertation, which is the part of the curriculum of Bankura University syllabi. The faculty of the concerned Department supervises them to access and develop research hypotheses and enable them to find out research findings.
- Students are inspired to search books, journals browsing through KOHA in the archival database of library for

improving their habit of self-study.

- Computer learning training classes have been arranged for the students and classes are included in the college timetable.
- Departments formally and informally convene student-teacher meetings to encourage participative learning and to address students' issues.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.ramanandacollege.org/images/uploads/2.3.1%20%20Link.docx

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

There are 13 ICT-enabled classrooms in the college, out of which nine are smart classrooms. ICT-enabled tools are used in the following ways:

- Teachers utilize PowerPoint presentations to explain the topic without wasting time.
- Teachers apply pen tab which is very useful especially for science subjects because for easy calculations as they can do on blackboard.
- Science teachers share online video of laboratory experiments and explain it.
- Digital copy of texts and audio (by an eminent personality of that field) are given emphasize by the teachers especially for humanities and social sciences which helps the students a lot.
- Full-length films are shown to the students especially for literary studies, history and political science.
- E-materials, e-sources, model questions, home assignments and questions for internal assessments prepared by the teachers are sent to the particular students' Whatsapp groups.

- The college has membership of National Digital Library of India (NDL), INFLIBNET. Facilities for searching e-database from NDL and INFLIBNET are available.
- There are browsing centres in the Central Library, Teacher's Lounge and Botany Department.
- All academic departments have printers and photocopiers for the use of teachers and students for academic purposes.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

2.3.3.1 - Number of mentors

110

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

110

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

43

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

1294

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

To make this students understand, our college conduct continuous assessment that evaluates student's academic development throughout the semesters. After completing a chapter the teachers take unit tests or create questionnaires for the students. This helps assess the students' weakness and is resolved later by the teachers and mentors. The curriculum of Bankura University (to which Ramananda College is affiliated) under the CBCS has a compulsory internal assessment per paper which consists of 20% of the total marks awarded in each paper. An additional chance for the slow learners is given to improve their performance in the internal assessments.

The mechanism of home assignments are given to the students through e-mails or WhatsApp groups and the answers are collected in the same way. To keep the Assessment robust and transparent the teachers set the question papers for the internal assessments with conceptual and application based questions such that the students cannot copy the answers from any websites. After evaluating the answer scripts teachers upload awarded marks of IA to the examination portal through online mode.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.ramanandacollege.org/images/uploads/2.5.1%20-%2022-23.pdf

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

- Internally formed examination committee ensures rigorous and transparent internal assessment.
- At the beginning of academic year during a welcome meeting as well as at a special induction meeting at the beginning of the second semester students are well informed of the evaluation pattern.
- After the internal assessment the teachers evaluate the answer scripts within a very stipulated time and directly upload marks to the university examination portal.
- Parent-teacher meetings are held, especially for first-year undergraduates to discuss about problems and grievance of students which they cannot express out of shyness.

- If any grievances expressed by the students, they are requested to input these complaints in the grievance redressal register maintained in every department and in the IQAC office, as well as the complaint box located outside the Principal's Chamber. Prompt action is taken to assuage the grievance within the earliest possible date.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.ramanandacollege.org/images/uploads/2.5.2%2022-23.pdf

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.

- The Head of each department (HOD) organizes a departmental meeting regarding the distribution of syllabus to all faculty members. Each department prepares Programme Outcomes (POs), Programmes Specific Outcomes (PSOs) and Course Outcomes (COs).
- The programme outcomes for every course offered in every subject is uploaded on the college website (http://www.ramanandacollege.org/programme_outcome.php).
- The primary objective of a specific course is communicated and explained to the students by the faculty members at the beginning of an academic session.
- The courses taught in the college, the facilities provided to the students, and the list of teaching and non-teaching staff are displayed on the college website. Regular updates are also provided to all concerned regarding the courses.
- At the time of admission, a prospectus or information brochure is given to the students. The prospectus provides important information about all the programmes and courses along with the programme codes, the fee structure, the hostel facilities, and other relevant information.
- Finally, the mode of teaching, the organization of regular and special lectures, and the use of ICT-enabled tools are modified

keeping the course and programme outcomes in mind. Therefore, students are regularly reminded about the outcomes of the courses and programmes in which they are enrolled.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The College monitors and ensures the achievement of Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) using both direct and indirect methods.

Direct Methods:

- The attainment of the course outcome is assessed through internal examinations and the end semester examination. The results of the final examinations are used to measure the attainment of POs and COs in each subject.
- Students of all departments participate in students' Seminar and present their papers using the ICT tools. They do also participate in Exhibition where students present innovative themes with charts, models etc.
- All PG departments conduct projects and dissertations by students as prescribed by university curriculum. They normally do the projects under the supervision of departmental faculty members.
- The attainment of program outcomes, program specific outcomes can be obtained through collection of student's progression report in higher education or research activities and job placement.

Indirect Method:

- In this method the feedback collected from the outgoing students, teachers, stakeholders and alumni are analysed. From this analysis for CO attainment.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

330

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.ramanandacollege.org/annual_report.php

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.ramanandacollege.org/images/uploads/2.7.1%2022-23%20.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

2.75

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides****09**

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year****03**

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Ecosystem, an innovative initiative, is taken up to create an interactive, student-centric learning environment and address changing needs.

To disseminate knowledge, a blended mode of teaching with modern ICT techniques is used. Seminars, Workshops, and Webinars are organized.

The Central Instrumentation Centre supports laboratory-based departments for research activities. The Research Cell organizes researchers' Meetings, seminars, and workshops. Additionally, seed grants are provided.

Postgraduate departments arrange for lectures by visiting faculties from other higher institutions.

Certificate Courses on Modern Handicrafts, Yoga, Spoken English, and Karate for Self-Defence have been arranged for students' skill development.

Social learning is prioritised through extension programmes conducted by the NCC and NSS units.

Sports, Freshers' Welcome, Cultural Programmes, Competitions, Mock Parliament, Inter-college Games & Athletics Meet are organised annually.

Environmental awareness is imparted through activities and seminars on biodiversity, maintenance of medicinal gardens, compulsory projects on the local environment by students, and prohibition of plastic and tobacco consumption within college campuses.

The student's support system includes Mentoring, Feedback, Remedial Coaching, Grievance Redressal Cell, Placement Cell, Computer Literacy Mission, Students' Scholarships and "Annasatra."

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

02

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

04

File Description	Documents
URL to the research page on HEI website	https://www.ramanandacollege.org/research_activity.php
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

19

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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 year

15

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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 year

The Departments of the Ramananda College have been engaged in Excursion activities in different parts of the country. The outcome of these excursion trips conducted by the Departments of Education, Geography and History resulted in personal development, assessing the economic status of the localities, surveying the geographical features of the regions and socio-historical knowledge of the localities. Additionally, the Department of Zoology visited Joypur forest, Murakata Goat farm, Joypur Banalata Emu farm.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

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

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

09

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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 year

368

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

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

01

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

03

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

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.

- There are 2878 students in UG and PG Programmes.
- There are 09 ICT enabled smart room, 01 virtual classroom and 03 seminar Halls.

- Mathematics and Commerce Departments have computer labs.
- Zoology Department has a museum. Botany Department has a herbarium.
- In central library there are 44717 text books (including 10000 reference books). Searching e-database from National Digital Library of India (NDL), INFLIBNET (N-LIST) are available.
- There are separate common rooms for boys and girls equipped with indoor-game facilities. Girls' common room has a Vending Machine for sanitary napkins.
- There is a Central Instrumentation Facility (CIF) room for research purpose.
- College has a small Automatic Weather Monitoring Station.
- West Bengal Pollution Control Board has installed an Air quality & Noise level monitoring system and a Rooftop Grid Connected Solar P.V powerplant (10 KWP).
- There is an institutional museum maintained by History Department to preserve local art, folk culture and history.
- The college has play ground with firings range and volley-ball court and a gymnasium with modern equipment.
- College has three Boys' hostels and one Girls' hostel.
- The Institution has ramp for disabled students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

There is a big playground where different sports events are organized regularly. The ground is also used by the subdivision administration and other educational institutions.

There are indoor games facilities and gymnasium facilities for students, teaching and non-teaching staffs.

Two halls (Biram Bhavan and Ramnalini Chakraborty Hall) are used for different cultural activities. Biram Bhavan is associated with permanent stage with audio - visual facilities.

Regular Programme

Saraswati Puja, Annual Cultural Competitions, Independence Day, Republic Day, Netaji Subhas Chandra Bose's birthday, International Women's Day, Basanta Utsav, Hool Day etc.

Regular Sports Activities:

The college has introduced Yoga Certificate Course and Self Defence Programme.

Special Programmes

- The college was selected as nodal college of Bankura district to organize Youth Parliament programmes. The programme has been organized successfully from 06th to 08th September, 2022. Students of almost thirty colleges of the Bankura district participated in the programme.
- The student week was observed from 2nd January to 7th January, 2023.
- A yoga camp was held in college from 19th and 20th June, 2023.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

60

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

21.86069

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- The Central Library of Ramananda College is automated with the library management software (KOHA). This version (23.11.04) was installed in the year of 2022. Since then, the accession and Cataloguing of the library books, Circulation works including Check- out, Check-In and Renewal services have been done through this library automation software.
- Besides this library automation software, the library has the facility of Bar-coding machine. Every book is barcoded for easy locating.
- The students can check the availability of books online in the library. The library has institutional membership with NDL (National Digital Library) provide by IIT KGP and INFLIBNET (N-LIST)
- E-resources can be accessed through Library tab (e-resources page, E-Library Page and E- Content Page) from the Ramananda College and KOHA OPAC page (Useful Links)
- Specialized services such as information bulletin, notification, printing (as per their needs) facility etc. are provided to the students Issue-return slip printing. Barcode Printer, system for internet browsing and online catalogue search are some of the major initiatives.
- Barcode issue-return system is in practiceinthelibrary.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

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

1.29102

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

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

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

42

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

With increasing need of IT facilities among the students, faculty and office staff, college authority gives top priority for the development of IT facility in the campus. There are wi-fi facilities in library and IQAC office. The college website is monitored and updated from time to time by the website committee. Software required for various academic purpose are installed in different computers present in computer laboratory, library (OPAC) and college office.

We have nine smart classrooms for better teaching learning process. The central library is well-equipped with IT infrastructure. College Campus Networking was upgraded with Fiber Optics Network for providing faster internet facility. Internet speed has been upgraded from 50 mbps to 100 mbps. There are browsing centres in the Central Library Reading Room and Teachers' Lounge.

Online classes have been conducted as and when required by faculty members through digital platforms. The college website contains various e-resources. The college purchased a subscription of Google Suite which has been used for conducting classes, creating various teaching and learning documents. Our college has organized many webinars with a large number of participants using the G Suite. Important academic and administrative meetings are also conducted using this digital platform.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

159

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

3.81

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

Our college tries its best to allocate and utilize the available financial grants for maintenance and upkeep deferent section of the college.

Laboratory: Maintenance of the instruments are done by teachers, students and laboratory attendants or technician if and when required.

Library: Accounts of visitors are recorded on daily basis. To ensure easy return, no dues certificate is issued to the students before filling the form for final exam. Scientific journal (e.g. Current Science), daily newspapers, employment-oriented newspapers are subscribed on a regular basis. Membership for N-List and IASLIC have been renewed for the current year. Users are given awareness about digital database like NLIST and NDL.

Sports: Head of the Department of Physical Education is in charge of sports and games. The college has a big play ground and a well-maintained multi-Gym.

Computers: Refilling of cartridge, installing antivirus, formatting and updating are done regularly.

Classrooms: Minor repair and renovation work are done. There is a full-time sweeper and a number of casual sweepers for cleaning the college campus. A full-time electrician is engaged for maintaining different electrical connection. A full-time casual gardener is appointed for maintenance of the garden. There is a caretaker to look after the maintenance works.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

2326

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

39

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://www.ramanandacollege.org/images/uploads/5.1.3%20_22-23.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

182

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

182

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

24

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

70

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

12

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

4

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The college has a group of students that represent all the students of the college. This group has sub-committees that deal with different student-related activities and provide a variety of services to students.

The college also tries to inculcate leadership qualities in students, developing their soft skills, encouraging them display their talents, and teaching them to understand rules and regulations by ensuring their active and mandatory representation in various sub-committees like the library sub-committee, the cultural sub-committee, the sports and games sub-committee, the grievance redressal sub-committee, the disciplinary sub-committee, the anti-ragging sub-committee, etc. These students are represented in the IQAC core committee and the Governing Body of the college. They give significant student-centric inputs during the decision-making of the college's Academic Council.

Cultural competitions are arranged throughout the year. Prizes for academic and cultural excellence are distributed on the College Foundation Day. The students also celebrate important events regularly like Swami Vivekananda's Birthday, International Mother

Language Day, International Women's Day, Yoga Day, Teachers' Day, Rabindra Jayanti, etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

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

13

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

Ramananda college Alumni Association, founded in 1996 became a registered society in 2001. The current online registration no. is SO103842 of 2001-2002.

Alumni activities during 2022-23

- The association conducted regular meetings to chalk out its policy and to implement them effectively.
- The Annual General Meeting of the Association was conducted on 25.06.23. The Audited-Account and Report of the Secretary were placed. The AGM was followed by a Cultural Programme on 25.06.23. and reminiscences by elder members.

- Members submitted Annual-Feedback on Curriculum Design of different courses .
- Organized a national seminar on 12.12.2022. on "The Great Nationalist Hero, Netaji Subhas Chandra Bose: His Visions for India".

Speakers-Netaji Researchers and Authors, Sri Chandrachur Ghosh and Sri Anuj Dhar

- Observed important days like birth-anniversary of Swami Vivekananda, Ramananda Chattopadhyay, Independence Day, etc.
- Arranged Health Camp for stakeholders on 6.1.23. in collaboration with Lions Club of Bishnupur.
- Participated in Foundation Day Celebration of the college on 01.07.23. Two members of the Association, Sri Madhusudan Mukherjee and Sri Mahadev Dey donated the total fees (Rs 5000/- and Rs 3000/- respectively) of two needy and meritorious students as scholarship. Some ex-students have also contributed to scholarship & annasatra.
- Organized Plantation Programme with NSS Units on 01.08.2023

File Description	Documents
Paste link for additional information	https://www.ramanandacollege.org/images/uploads/5.3.2%20(additional%20information)%20compressed.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

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

The Governing Body (GB) is the apex administrative body of the College. It includes the Principal as the ex-officio secretary,

three representatives from the teaching faculty, one from the non-teaching staff, the General Secretary of the Student Union, and four External Members nominated by the affiliating University and the State Government, one of whom is the President. Decisions about the management of the institution are taken by the GB based on recommendations provided by the IQAC and various college sub-committees.

The institution has developed a need-based and student-centric strategic plan following UGC and State Government guidelines. The GB delegates academic and operational decisions to various sub-committees which are implemented by the teaching faculty, the non-teaching staff, and the students' union in order to fulfil the vision and mission of the institution.

Regular departmental meetings help review and plan college policy. Periodic analysis of feedback from students, teachers, parents, and alumni help improve the institution. Regular financial audits ensure financial transparency.

The IQAC institutionalizes quality assurance strategies such as the increased use of ICT, expanding library resources, and the development of a research culture.

The dedicated attempts of all stakeholders strive to uphold and improve the standards of the institution.

File Description	Documents
Paste link for additional information	https://www.ramanandacollege.org/images/uploads/6.1.1%20-%20AQAR%20_compressed%20(1).pdf
Upload any additional information	View File

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

The College has a mechanism for delegating authority and providing operational autonomy for a decentralized and participative governance system.

UG and PG admissions are a fixed annual activity. An Online Admission Sub-Committee comprising the Principal as chairperson, a faculty member as convener, with teaching faculty and non-teaching staff as members, oversees admissions to UG courses.

The admission criteria for different subjects comply with the guidelines of the West Bengal Higher Education Department and the affiliating university. Registration fees, admission, and the publication of merit lists, etc., are decided by the Governing Body (GB). Applications are invited and received through an online admission portal.

Shortlisting of candidates is done on the basis of merit. The reservation policy of the State Government is strictly followed. Fees are collected online through the PayU Money Gateway. The final list is published on the college admission portal. Non-teaching staff inform candidates about their selection via SMS. Dates for document verification are uploaded to the college website. The Online Admissions Sub-Committee periodically takes stock of the number of students admitted and the number of vacant seats to decide about the publication of supplementary merit lists.

PG admissions are fully managed by the affiliating university.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

For proper administrative functioning, various modes of electronic communication have been developed. All necessary information related to student activities and student welfare are uploaded to the college website. Information related to the teaching and non-teaching staff is communicated via e-mail and a dedicated WhatsApp group. All important notices issued by the affiliating University are uploaded to the college website.

The college office uses e-communication methods such as the SMS to communicate with students for various official purposes. Moreover, an Electronic Display Board has been placed in the office where information is continuously displayed during college hours to inform students about important matters in real time.

Notices about GB and IQAC meetings are circulated to members via e-mail within the minimum time limit required to give notice of such meetings. Every department maintains a dedicated WhatsApp group with students of each batch to circulate class-related information, to provide study material, and to answer queries made outside class hours.

In the post-pandemic situation, to minimize any academic loss on the part of the students, the teaching faculty take online classes to supplement classroom teaching. Study material, model questions and answers, and links to online resources are uploaded to the college website.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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

Ramananda College functions according to the statutes of the affiliating university and the rules and guidelines issued by the West Bengal Higher Education Department.

Governing Body (GB)

According to the college statutes, the GB is the apex administrative authority of the college. The GB formulates policies and guidelines for the overall management and development of the college.

Administrative Setup:

The President and the Principal (Secretary) of the GB constitute the nucleus of administration with the former being the final authority in all financial matters. The functioning of the college rests with the Principal, along with the Heads of Departments, the IQAC Coordinator, the Teachers' Council Secretary, the Non-Teaching Staff Representative, the Head Clerk, and the Accountant.

Grievance Redressal Mechanism:

An effective grievance redressal mechanism is in place. Complaint boxes are prominently placed to receive grievances. Action is taken promptly to redress such grievances.

Service Rules, Recruitment and Promotion Policies:

The college cannot directly appoint any teacher or non-teaching staff on a substantive basis. Teachers are appointed on the basis of recommendations from the WBCSC. Sometimes, Guest Teachers are appointed by the college management. The promotion of permanent teachers is guided by the CAS of the UGC and the WBHED.

File Description	Documents
Paste link for additional information	https://www.ramanandacollege.org/images/uploads/6.2.2%20_%20%20_compressed.pdf
Link to Organogram of the institution webpage	http://www.ramanandacollege.org/images/uploads/6.2.2%20-%20Organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Leave Provisions

- Teaching and non-teaching staff are entitled to Casual Leave (CL), Earned Leave (EL), Medical Leave (ML), Paternity Leave (for male employees) and Maternity Leave (for female employees), Compensatory Casual Leave (CCL) according to Government rules. There is also provision for Special Leave to cover emergencies.
- On-Duty Leave for FDPs, participating in conferences, seminars, and workshops is granted to teaching faculty.

Health Provisions

- The teaching staff may opt for the West Bengal Government Health Scheme and the non-teaching staff may avail of the Government Swasthya Sathi scheme.
- The college has a well-equipped Gymnasium for staff and students.

Financial Provisions

- The Teachers' Council has a Teachers Council Welfare Fund from which teachers can take loans.
- The college provides the facility of loans against an employee's Provident Fund and interest-free advances against

salaries. It grants financial aid in terms of ex-gratia bonuses to casual non-teaching staff and State Aided College Teachers on the basis of rules.

- The college provides temporary employment to the survivors of non-teaching staff members who die in harness.
- Some residential quarters are available for the non-teaching staff at moderate rents.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

00

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

3

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

7

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

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

Response

The institution has introduced a performance appraisal system for

Teaching and Non-Teaching Staff to evaluate their performance in regular academic and administrative activities.

Teaching Staff:

An Attendance Register is maintained which every faculty member must sign twice daily and record their arrival and departure times. The IQAC supplies Daily Diaries to faculty to record their daily activities. A separate leave register is maintained to record leave taken by faculty members. Student feedback also helps review the performance of teaching staff.

The promotion of teaching staff strictly adheres to norms laid down by the UGC and WBHED under the API scheme.

A faculty self-appraisal focuses primarily on the following aspects:

- Educational Qualifications.
- Papers taught at UG and PG levels.
- Number of research scholars guided for M.Phil. and Ph.D. degrees.
- Faculty Induction Programmes and Refresher Courses attended.
- Number of Workshops / Seminars / Conferences attended.
- Number of Conference Papers presented.
- Administrative and Examination Duties performed.

Non-Teaching Staff:

An Attendance Register and a Leave Register are maintained under the supervision of the Head Clerk. The institution processes promotions of non-teaching staff according to guidelines set by the West Bengal Government.

A biometric attendance recording system is in place for all employees.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Response

The institution has provisions for regular external financial and academic audits. The College accounts are regularly audited according to State Government rules. The External Audit of the College is conducted by the Higher Education Department Government of West Bengal. Apart from that, the Finance Sub-Committee regularly reviews financial transactions and the overall financial status of the college. This sub-committee approves projects/schemes keeping priority and financial liability in mind.

This internal review by the Finance Sub-Committee provides an opportunity to identify areas where necessary modifications need to be made. The recommendations of the Finance Sub-Committee help the college conduct a more robust and transparent External Audit. The institution conducts this external audit on a regular basis. At the end of a financial year, the accounts are finalized in preparation of the external audit. To ensure fairness, the auditors are shortlisted and appointed by the State Government through the Department of Higher Education. The college has no say in this process.

After the audit is conducted, initiatives are taken to rectify any errors and incorrect processes identified by the auditors. The auditors' suggestions are implemented as far as possible to improve the financial well-being of the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

1.0595

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

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

Resource Mobilization Strategies• The College mobilize government and nongovernment grants for improvement of college infrastructure. For this, proposals are prepared, vetted and submitted to the relevant authorities such as, to the UGC, the State Government, the WBSCHE, the DST (WB), and RUSA etc. • It welcomes donations, memorial prizes and endowments from staff members, alumnae and guardians.

- It collaborates with other organizations to organize academic seminars and conferences.
- All the financial grants are utilized according the necessities of stakeholders.

Mobilisation & Utilisation ProcedureMobilisation of fund indicates the collection of funds and its utilisation. All major proposals for which college fund is required, are submitted to the Finance Committee or Governing Body for its approval. Incomes of college comes from collection of student's fees. As a recurring

expenditure a major part of income is spent for welfare of students, enhancement of sports facilities, seminars, cultural programmes, etc. The non-recurring expenditure involves maintenance of library and laboratory facilities, purchase of instruments, furniture, electrical items etc. The fund generated as rents from hostel residents is utilised for maintenance of hostel facilities. College apply for Govt's grant at different points of time. If receives any fund, concerned committees take initiatives to execute the projects.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

The IQAC has consistently striven to institutionalize quality assurance strategies and processes at every level of the institution's functioning.

1. Gender Sensitisation & Women's Empowerment

Ramananda College, a co-educational institution, engaged in spreading of women's education since its inception in 1945.

Under the aegis of IQAC, Women's Cell supplement with Prevention of Sexual Harassment Committee is extremely active in spreading awareness on the plight of women.

The two complementary bodies regularly organized seminars, motivational talks on gender sensitization and women empowerment. To train the girl students Self-Defence Workshops are arranged.

This initiative becomes successful in empowering female students and instilling the values of equality in all students across genders.

2. Introduction of Add-on Certificate Courses

Following the recommendations of NAAC, the IQAC alongwith GB initiated a project to provide our students with some degree of hands-on training to develop a model of grassroots entrepreneurship.

One-year certificate courses in Modern Handicrafts, Cutting & Knitting recognised by Bankura University started in 2019-20 session alongwith regular degree programmes.

Instructors for both the Certificate Courses, being unemployed ex-students, proposal to offer these courses to interested outsiders is accepted. Thus, initiating a self-sustaining outreach programme and aiding socio-economic transformation of the locality.

File Description	Documents
Paste link for additional information	https://www.ramanandacollege.org/images/uploads/6.5.1%20%20compressed.pdf
Upload any additional information	View File

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

The institution has a well-organized multi-level system involving all the stakeholders to monitor and periodically review the quality of teaching-learning process, structures and methodologies of operations and learning outcomes under the stewardship of IQAC for developing suitable infrastructure.

Students feedback, counselling and mentoring, remedial strategies, presentations, innovation, organizing several state/national/international level seminars, Teachers feedback, Daily Diary, augmenting research culture among our teachers and students, encouraging FDPs, employability skills through basic computer, communicative English classes, e-learning resources through college website, initiatives for CAS are some of the measures taken for quality sustenance and enhancement. Regular internal academic audits are self-explanatory for curriculum planning and evaluation.

As per recommendations of IQAC, all departments are equipped with ICT tools, charts, models, maps and teachers are provided with laptops to supplement traditional learning. 11 ICT classrooms including 9 smart classrooms, a Computer Lab and a Digital Lab have been created. Internet Facility through LAN.

During the Pandemic situation, IQAC plays active role in organizing webinars, academic and admission related meetings, sending students' data, e-resources etc.

Following the ATRs and recommendations from IQAC, statutory, non-statutory subcommittees, GB provides necessary approvals, sorts out problems and issues directives for academic and administrative quality assurance of the college.

File Description	Documents
Paste link for additional information	https://www.ramanandacollege.org/images/uploads/6.5.2%20%20_compressed.pdf
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.ramanandacollege.org/atr.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

- We arrange various seminars and workshops through our women cell, NSS, NCC and Prevention of Sexual Harassment Cell to aware about gender the stake holders about gender sensitization.
- Different add-on Courses/Certificate courses have been initiated and approved by Bankura University, such as Cutting-Knitting and Modern Handicraft. We are going to start the certificate course on "Food Processing" for job-oriented courses for female students.
- We inspire our students to participate in different subject-based exhibition, drama and other cultural activities to sensitize gender discrimination.
- Ramananda College has one NCC unit under 53 Bengal Battalion. Our girls and boys jointly participate to services for building and protecting our nation. They are gender sensitized from the beginning of their career.
- To protect our girl students, we have started Self Defense Training Course and it will be continued.
- To encourage the girl students to participate in different sports and games in Inter College and Intra Collegiate tournaments.

File Description	Documents
Annual gender sensitization action plan	https://ramanandacollege.org/images/uploads/7.1.1%20New.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://ramanandacollege.org/images/uploads/7.1.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The functioning of the college involves less stress on environment. This has been achieved through the awareness programmes, arranged periodically for the students and staff highlighting the influence of anthropogenic activities on the environment.

1.Solid Waste:Solid waste like paper, plastics, glass, metals, food residue and packaging materials etc. are collected and segregated properly at each level and source.

2. Liquid Waste: Liquid waste is generated by: (i) Sewage Waste (ii) Hostel and Canteen Waste.

Management of solid waste:

1. By segregating the solid waste in the green, blue and yellow dustbins, the college keeps its campus neat and clean.
2. Transport arrangement are made for disposing solid waste through Municipality.

Management of liquid waste:

1. Drainage System is well maintained for disposing of the liquid waste from Canteen and Hostel.
2. Practical labs like Botany, Zoology, Physiology and Chemistry have taken measures to ensure that chemicals are diluted before discarding in wash basin

E-waste management

Some printers used in the college campus are non-cartridges. Such printers prevent the use of hazardous carcinogens. Specific non repairable laboratory equipments are sold in conformity with the rules of the purchase committee of the institution.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

- 1.Restricted entry of automobiles**
- 2.Use of bicycles/ Battery-powered vehicles**
- 3.Pedestrian-friendly pathways**
- 4.Ban on use of plastic**
- 5.Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

C. Any 2 of the above

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

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

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

LECTURE ON UNIVERSAL VALUES

Objective of the Programme:

To imbibe the moral values and create awareness among students about duties of their life. To encourage the students to practice basic principles in day-to-day

Blood Donation Camp: The Students Union organized blood donation camp on 28th August in each year to create awareness about the importance of this best practice International Mother Language Day: The Institute celebrates International Mother Language Day every year on 21st February to create awareness about linguistic and cultural diversity and multilingualism.

Yoga Day: The International Yoga Day (21st June) in every year is celebrated by the students and staff performing yogic exercises and 'Pranayam'. The college organizes regular Yoga training course for students.

NSS ACTIVATION IN VILLAGES**Objective of the Programme:**

To make local communities aware of the NSS activities, i.e. to provide assistance to local communities by organizing health camps. To organize awareness programmes on health, environment, need for education, women empowerment, etc. Celebration of World Theatre Day World Theatre Day is celebrated in our college to promote the art form across the students and the local community as well by generating awareness about the importance of theatre arts.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

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

The College addresses various social and environmental issues and faculties of every department involve to make the students aware

and trained in this regard.

Gender Sensitivity:

Focus on gender sensitivity is one of the important curricula of different departments like Philosophy ,Political Science, Geography& English. Women Cell promotes gender equality through different programmes.

Human Values:

The significance of human values are imparted through courses in the syllabus of the UG & PG Departments.

Professional Ethics:

There is also Code of Conduct for both students and staff , displayed on college website and prospectus.

Cleaning the Campus :

The students (especially the NSS volunteers) regularly participate in campus-cleaning programmes, where the college grounds and common spaces are cleared of waste and properly disposed of.

Extension Activities:

The college is committed to interaction with the local community. Students are encouraged to take part in extension activities such as teaching in local schools.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://ramanandacollege.org/images/uploads/7.1.9%20New.pdf
Any other relevant information	Nil

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. The Code of Conduct is displayed on the website There is a committee to monitor adherence to **D. Any 1 of the above**

the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

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

The College celebrates with great fervour national festivals, commemorative days, birth anniversaries of great Indian personalities like Mahatma Gandhi, Ishwar Chandra Vidyasagar, Rabindranath Tagore and Sarvapalli Radhakrishnan. Various days of importance like Independence Day, Republic Day and Rabindra Jayanti are also celebrated with great enthusiasm. On 5th September, we celebrate Dr. Radhakrishnan's birthday as Teacher's Day with great fervour.

- Republic Day- 26th January
- Independence Day-15th August
- Netaji's Birthday- 23rd January
- Teachers Day-5th September
- Birth Anniversary of Swami Vivekananda-12th January
- College Foundation Day-1st July
- Mothers Language Day-21st February
- International Women's Day-8th March
- World Yoga Day -21st June
- AIDS Day: 1st December
- Constitution Day-26th November
- Rastriya Ekta Divas-31st October
- Kargil Vijay Dibas- 24th July
- World Forestry Day- 21st March
- Anti-Tobacco Day- 31st May

- **National Voters Day- 25th January**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

1. The AnnasatraPrakalpa

This flagship feeding scheme, initiated in 2016, is designed for improving the nutrition of needy first generation learners belonging to economically backward and underprivileged sections to increase enrolment and retention for improvement in higher education. The noon meal, aimed to be a supplement to the home diet with variable menu using regionally available foods, can be opted by any enrolled student of the aforementioned section. This scheme, having a dedicated bank account audited in Annual Financial Audit, is fully funded by donations by different stakeholders and philanthropists, is managed by The Annasatra Committee consisting of teaching and non-teaching staff members, approved by GB and headed by the Principal. AnnasatraPrakalpa has impacted student enrolment and performances positively.

2. Remedial Coaching

It is organized to improve academic skills among the students in various subjects and raising their level of comprehension providing a stronger foundation, strengthening their holistic knowledge and attitudes, necessary for pursuing higher studies efficiently and effectively. Every department has taken steps to identify slow learners to facilitate better handling of students. Conducted on a weekly basis, Remedial classes, help students assess their progress. Through this voluntary effort of the faculty, the slow learners are highly benefitted.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	https://ramanandacollege.org/images/uploads/7.2.1%20Relevant%20Document.pdf

7.3 - Institutional Distinctiveness

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

- Teaching/Learning Using ICT:.

By utilizing new technologies in its teaching-learning processes, the college has attempted to let its students access the most modern reservoirs of knowledge

- Promotion of Research

The college promotes high-quality academic research both subject-wise and in an inter-disciplinary manner.

- Certificate Courses

The institution runs several certificate courses that are designed to train students in aspects beyond the curriculum.

- Alumni Activities

The college has produced many prominent alumni, who have distinguished themselves in various fields

Exceptional Gender Ratio
The proportion of female students in the college is much higher than the proportion of male students, thus highlighting the college's aim of improving women's education.

- Electoral Literacy Club

The college has set up an electoral literacy club whose objective is to educate students about the democratic system.

- Annasatra Prakalpa

The "Annasatra Prakalpa" is a unique initiative taken by the

college to provide a mid-day meal free of cost to every student who wishes to avail of this service.

- Sports Achievements

The college encouraged the participation of all its students, irrespective of gender, in sporting activities. College sports teams have achieved considerable successes in local, district-level and state-level tournaments

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college adheres to the CBCS curriculum in cohesion with the Academic calendar.

Active and discreet role is played by several teaching faculties from our institution as members of Undergraduate Boards of studies for their specific subjects. Their significant contributions acts in the effective implementation of the CBCS curriculum at Bankura University. Notably, our college provides undergraduate courses (such as Computer Science, Music, Economics, etc.) and a postgraduate course (Botany) that are not available in any other institution of the affiliated university.

Our college provides special guidance to the underprivileged students, ensuring their academic progress and overall development. The teaching-learning experience of our college is wonderfully carved with the mentorship protocol.

*Besides, regular university exams, our college conducts departmental seminars and internal assessments along with home assignments to evaluate the students' performance.

* Feedback is collected periodically from multiple stakeholders viz., students, faculty, alumni, administrative members, etc. to evaluate the institution's system and address issues effectively.

* Career-oriented program such as Spoken English classes are regularly arranged for the students along with Yoga camps for the holistic development of the stakeholders.

The NSS, NCC and Eco-club Units conduct their multiple activities round the session.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://ramanandacollege.org/images/uploads/1.1.1%20%20_11zon_compressed_11zon.pdf

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

The academic calendar is prepared by the Principal and members of the academic council in parity with the University Calendar for the smooth functioning of the Institution under the CBCS pattern

1. At the beginning of each semester, the guidelines are distributed to teachers and students and also posted on the college website and notice boards.
2. HODs have the authority to make minor schedule changes in consultation with the principal and members of the academic council.
3. Periodic class tests and unit tests are conducted to assess students' progress.
4. Students are provided with home assignments as an integral component of their academic curriculum.
5. Internal assessments follow university guidelines.
6. Departmental seminars on syllabus topics are held.
7. Visiting faculty enriches students' skills and knowledge.
8. Lab visits and educational institute visits foster knowledge exchange among students.
9. Regular outreach programs are organized.
10. Participating in departmental "Innovative Ideas" presentations promotes student self-expression.
11. Students actively participate in intra-college cultural competitions for personal development.
12. Reports on projects and educational tours are submitted and evaluated based on syllabus guidelines.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	A. All of the above								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Details of participation of teachers in various bodies/activities provided as a response to the metric</td><td>View File</td></tr> <tr> <td>Any additional information</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Details of participation of teachers in various bodies/activities provided as a response to the metric	View File	Any additional information	View File			
File Description	Documents								
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File								
Any additional information	View File								
1.2 - Academic Flexibility									
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented									
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented									
50									
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td>View File</td></tr> <tr> <td>Minutes of relevant Academic Council/ BOS meetings</td><td>View File</td></tr> <tr> <td>Institutional data in prescribed format (Data Template)</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Any additional information	View File	Minutes of relevant Academic Council/ BOS meetings	View File	Institutional data in prescribed format (Data Template)	View File	
File Description	Documents								
Any additional information	View File								
Minutes of relevant Academic Council/ BOS meetings	View File								
Institutional data in prescribed format (Data Template)	View File								
1.2.2 - Number of Add on /Certificate programs offered during the year									
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)									
0									

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

284

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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:

Social and environmental issues are addressed by the college, involving faculties from every department, Specific committee like Woman Cell, Anti Sexual Harassment Cell, Eco-friend Club, NSS unit etc., enhance students' knowledge on gender equality, human rights and environmental concerns.

Gender Sensitivity:

Prescribed curriculum of Philosophy, Political Science and Geography addresses discrimination, Secularism, gender etc. The Women Cell conducts several women empowerment and gender equality programs. Prevention of Sexual Harassment and Women Cells organize awareness seminars.

Environment and Sustainability:

Environmental Studies focus on Environment and Sustainability. Departments like Geography, Botany and Zoology Honours covers various topic on environment.

The college sponsors workshops, seminars, lectures, exhibition to sensitize students about environmental issues. The college observes "No Fuel Day" to raise awareness about a pollution-free environment.

NSS unit promotes environmental protection.

Human Values:

Political Science, Bengali, Hindi, Sanskrit, English, Education, Economics, Philosophy emphasizes human values through departmental courses. Seminars and workshops on intellectual property rights are organized by the college.

Professional Ethics

The right and dignity of every stakeholder is respected irrespective of all inequality. Sanskrit, Philosophy and other departments promote professional ethics. Fair practices in examinations and daily college life are advocated with NCC contributing to the dissemination of professional ethics.

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

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

10

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

82

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
---	---------------------

File Description	Documents
URL for stakeholder feedback report	http://www.ramanandacollege.org/feedback.php
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.ramanandacollege.org/images/uploads/Student%20Satisfaction%20Survey%202023.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1186

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

692

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The following measures have been taken so that the students can adopt themselves better to the CBCS system of higher education:

- The academic calendar has been provided with the class timetable and other pre-planned academic programmes through an Induction meeting at the beginning of each semester of the academic session.
- In order to identify the slow and advanced learners the faculties can initiate interactive in the effective classroom

In order to improve their competency, advanced learners are also encouraged to participate in myriad Cultural programmes such as creative dance, Poster drawing, debates, extempore, student seminars presentation, and 'convey your ideas' with the help of PowerPoint presentation.

- For the Slow learner, special attention is provided with additional explanations and concept-clearing questions by the faculty. They are also encouraged to discuss what they are enlightened with their peer students through a brainstorming process for better understanding. The concept-based learning of the learners is assessed through the evaluation of home assignments.
- All departments have taken the initiative of Mentor-Mentee where all students are provided with advice about academic and college-related matters.

Remedial classes have also been arranged for slow learners to improve their learning capabilities.

File Description	Documents
Paste link for additional information	https://www.ramanandacollege.org/images/uploads/2.2.1%20-%2022-23.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
2878	110

File Description	Documents
Any additional information	View File

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

- Students' seminars, Workshops, Exhibitions through the presentation of themes, models, charts, to make the learning process more effective and to help them getting exposure by interacting with the resource persons.
- The laboratories of science departments are well equipped and the students can avail the tools during the hands-on practical sessions.
- Students of post-graduation are involving in research writing of project work and research dissertation, which is the part of the curriculum of Bankura University syllabi. The faculty of the concerned Department supervises them to access and develop research hypotheses and enable them to find out research findings.
- Students are inspired to search books, journals browsing through KOHA in the archival database of library for improving their habit of self-study.

- Computer learning training classes have been arranged for the students and classes are included in the college timetable.
- Departments formally and informally convene student-teacher meetings to encourage participative learning and to address students' issues.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.ramanandacollege.org/images/uploads/2.3.1%20%20Link.docx

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

There are 13 ICT-enabled classrooms in the college, out of which nine are smart classrooms. ICT-enabled tools are used in the following ways:

- Teachers utilize PowerPoint presentations to explain the topic without wasting time.
- Teachers apply pen tab which is very useful especially for science subjects because for easy calculations as they can do on blackboard.
- Science teachers share online video of laboratory experiments and explain it.
- Digital copy of texts and audio (by an eminent personality of that field) are given emphasize by the teachers especially for humanities and social sciences which helps the students a lot.
- Full-length films are shown to the students especially for literary studies, history and political science.
- E-materials, e-sources, model questions, home assignments and questions for internal assessments prepared by the teachers are sent to the particular students' Whatsapp groups.
- The college has membership of National Digital Library of India (NDL), INFLIBNET. Facilities for searching e-database from NDL and INFLIBNET are available.

- There are browsing centres in the Central Library, Teacher's Lounge and Botany Department.
- All academic departments have printers and photocopiers for the use of teachers and students for academic purposes.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

2.3.3.1 - Number of mentors

110

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

110

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year****43**

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers****1294**

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

To make this students understand, our college conduct continuous assessment that evaluates student's academic development throughout the semesters. After completing a chapter the teachers take unit tests or create questionnaires for the students. This helps assess the students' weakness and is resolved later by the teachers and mentors. The curriculum of Bankura University (to which Ramananda College is affiliated) under the CBCS has a compulsory internal assessment per paper which consists of 20% of the total marks awarded in each paper. An additional chance for the slow learners is given

to improve their performance in the internal assessments.

The mechanism of home assignments are given to the students through e-mails or WhatsApp groups and the answers are collected in the same way. To keep the Assessment robust and transparent the teachers set the question papers for the internal assessments with conceptual and application based questions such that the students cannot copy the answers from any websites. After evaluating the answer scripts teachers upload awarded marks of IA to the examination portal through online mode.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.ramanandacollege.org/images/uploads/2.5.1%20-%2022-23.pdf

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

- Internally formed examination committee ensures rigorous and transparent internal assessment.
- At the beginning of academic year during a welcome meeting as well as at a special induction meeting at the beginning of the second semester students are well informed of the evaluation pattern.
- After the internal assessment the teachers evaluate the answer scripts within a very stipulated time and directly upload marks to the university examination portal.
- Parent-teacher meetings are held, especially for first-year undergraduates to discuss about problems and grievance of students which they cannot express out of shyness.
- If any grievances expressed by the students, they are requested to input these complaints in the grievance redressal register maintained in every department and in the IQAC office, as well as the complaint box located outside the Principal's Chamber. Prompt action is taken to assuage the grievance within the earliest possible date.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.ramanandacollege.org/images/uploads/2.5.2%2022-23.pdf

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.

- The Head of each department (HOD) organizes a departmental meeting regarding the distribution of syllabus to all faculty members. Each department prepares Programme Outcomes (POs), Programmes Specific Outcomes (PSOs) and Course Outcomes (COs).
- The programme outcomes for every course offered in every subject is uploaded on the college website (http://www.ramanandacollege.org/programme_outcome.php).
- The primary objective of a specific course is communicated and explained to the students by the faculty members at the beginning of an academic session.
- The courses taught in the college, the facilities provided to the students, and the list of teaching and non-teaching staff are displayed on the college website. Regular updates are also provided to all concerned regarding the courses.
- At the time of admission, a prospectus or information brochure is given to the students. The prospectus provides important information about all the programmes and courses along with the programme codes, the fee structure, the hostel facilities, and other relevant information.
- Finally, the mode of teaching, the organization of regular and special lectures, and the use of ICT-enabled tools are modified keeping the course and programme outcomes in mind. Therefore, students are regularly reminded about the outcomes of the courses and programmes in which they are enrolled.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The College monitors and ensures the achievement of Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) using both direct and indirect methods.

Direct Methods:

- The attainment of the course outcome is assessed through internal examinations and the end semester examination. The results of the final examinations are used to measure the attainment of POs and COs in each subject.
- Students of all departments participate in students' Seminar and present their papers using the ICT tools. They do also participate in Exhibition where students present innovative themes with charts, models etc.
- All PG departments conduct projects and dissertations by students as prescribed by university curriculum. They normally do the projects under the supervision of departmental faculty members.
- The attainment of program outcomes, program specific outcomes can be obtained through collection of student's progression report in higher education or research activities and job placement.

Indirect Method:

- In this method the feedback collected from the outgoing students, teachers, stakeholders and alumni are analysed.

From this analysis for CO attainment.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

330

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.ramanandacollege.org/annual_report.php

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.ramanandacollege.org/images/uploads/2.7.1%2022-23%20.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

2.75

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

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

3.1.2.1 - Number of teachers recognized as research guides

09

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

03

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Ecosystem, an innovative initiative, is taken up to create an interactive, student-centric learning environment and address changing needs.

To disseminate knowledge, a blended mode of teaching with modern ICT techniques is used. Seminars, Workshops, and Webinars are organized.

The Central Instrumentation Centre supports laboratory-based departments for research activities. The Research Cell organizes researchers' Meetings, seminars, and workshops. Additionally, seed grants are provided.

Postgraduate departments arrange for lectures by visiting faculties from other higher institutions.

Certificate Courses on Modern Handicrafts, Yoga, Spoken English, and Karate for Self-Defence have been arranged for students' skill development.

Social learning is prioritised through extension programmes conducted by the NCC and NSS units.

Sports, Freshers' Welcome, Cultural Programmes, Competitions, Mock Parliament, Inter-college Games & Athletics Meet are organised annually.

Environmental awareness is imparted through activities and seminars on biodiversity, maintenance of medicinal gardens, compulsory projects on the local environment by students, and prohibition of plastic and tobacco consumption within college campuses.

The student's support system includes Mentoring, Feedback, Remedial Coaching, Grievance Redressal Cell, Placement Cell, Computer Literacy Mission, Students' Scholarships and "Annasatra."

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

02

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

04

File Description	Documents
URL to the research page on HEI website	https://www.ramanandacollege.org/research_activity.php
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

19

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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 year

15

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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 year

The Departments of the Ramananda College have been engaged in Excursion activities in different parts of the country. The outcome of these excursion trips conducted by the Departments of Education, Geography and History resulted in personal development, assessing the economic status of the localities, surveying the geographical features of the regions and socio-historical knowledge of the localities. Additionally, the Department of Zoology visited Joypur forest, Murakata Goat farm, Joypur Banalata Emu farm.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

09

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**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 year**

368

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

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

01

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

03

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

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.

- There are 2878 students in UG and PG Programmes.
- There are 09 ICT enabled smart room, 01 virtual classroom and 03 seminar Halls.
- Mathematics and Commerce Departments have computer labs.
- Zoology Department has a museum. Botany Department has a herbarium.
- In central library there are 44717 text books (including 10000 reference books). Searching e-database from National Digital Library of India (NDL), INFLIBNET (N-LIST) are available.
- There are separate common rooms for boys and girls equipped with indoor-game facilities. Girls' common room has a Vending Machine for sanitary napkins.
- There is a Central Instrumentation Facility (CIF) room for research purpose.
- College has a small Automatic Weather Monitoring Station.
- West Bengal Pollution Control Board has installed an Air quality & Noise level monitoring system and a Rooftop Grid Connected Solar P.V powerplant (10 KWP).
- There is an institutional museum maintained by History Department to preserve local art, folk culture and history.
- The college has play ground with firings range and volley-ball court and a gymnasium with modern equipment.
- College has three Boys' hostels and one Girls' hostel.
- The Institution has ramp for disabled students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

There is a big playground where different sports events are organized regularly. The ground is also used by the subdivision administration and other educational institutions.

There are indoor games facilities and gymnasium facilities for students, teaching and non-teaching staffs.

Two halls (Biram Bhavan and Ramnalini Chakraborty Hall) are used for different cultural activities. Biram Bhavan is associated with permanent stage with audio - visual facilities.

Regular Programme

Saraswati Puja, Annual Cultural Competitions, Independence Day, Republic Day, Netaji Subhas Chandra Bose's birthday, International Women's Day, Basanta Utsav, Hool Day etc.

Regular Sports Activities:

The college has introduced Yoga Certificate Course and Self Defence Programme.

Special Programmes

- The college was selected as nodal college of Bankura district to organize Youth Parliament programmes. The programme has been organized successfully from 06th to 08th September, 2022. Students of almost thirty colleges of the Bankura district participated in the programme.
- The student week was observed from 2nd January to 7th January, 2023.
- A yoga camp was held in college from 19th and 20th June, 2023.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

60

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

21.86069

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- The Central Library of Ramananda College is automated with the library management software (KOHA). This version (23.11.04) was installed in the year of 2022. Since then, the accession and Cataloguing of the library books, Circulation works including Check- out, Check-In and Renewal services have been done through this library automation software.
- Besides this library automation software, the library has the facility of Bar-coding machine. Every book is barcoded for easy locating.
- The students can check the availability of books online in the library. The library has institutional membership with NDL (National Digital Library) provide by IIT KGP and INFLIBNET (N-LIST)

- E-resources can be accessed through Library tab (e-resources page, E-Library Page and E- Content Page) from the Ramananda College and KOHA OPAC page (Useful Links)
- Specialized services such as information bulletin, notification, printing (as per their needs) facility etc. are provided to the students Issue-return slip printing. Barcode Printer, system for internet browsing and online catalogue search are some of the major initiatives.
- Barcode issue-return system is in practice in the library.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

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

1.29102

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

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

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

42

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

With increasing need of IT facilities among the students, faculty and office staff, college authority gives top priority for the development of IT facility in the campus. There are wi-fi facilities in library and IQAC office. The college website is monitored and updated from time to time by the website committee. Software required for various academic purpose are installed in different computers present in computer laboratory, library (OPAC) and college office.

We have nine smart classrooms for better teaching learning process. The central library is well-equipped with IT infrastructure. College Campus Networking was upgraded with Fiber Optics Network for providing faster internet facility. Internet speed has been upgraded from 50 mbps to 100 mbps. There are browsing centres in the Central Library Reading Room and Teachers' Lounge.

Online classes have been conducted as and when required by faculty members through digital platforms. The college website contains various e-resources. The college purchased a subscription of Google Suite which has been used for conducting

classes, creating various teaching and learning documents. Our college has organized many webinars with a large number of participants using the G Suite. Important academic and administrative meetings are also conducted using this digital platform.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

159

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

3.81

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

Our college tries its best to allocate and utilize the available financial grants for maintenance and upkeep deferent section of the college.

Laboratory: Maintenance of the instruments are done by teachers, students and laboratory attendants or technician if and when required.

Library: Accounts of visitors are recorded on daily basis. To ensure easy return, no dues certificate is issued to the students before filling the form for final exam. Scientific journal (e.g. Current Science), daily newspapers, employment-oriented newspapers are subscribed on a regular basis. Membership for N-List and IASLIC have been renewed for the current year. Users are given awareness about digital database like NLIST and NDL.

Sports: Head of the Department of Physical Education is in charge of sports and games. The college has a big play ground and a well-maintained multi-Gym.

Computers: Refilling of cartridge, installing antivirus, formatting and updating are done regularly.

Classrooms: Minor repair and renovation work are done. There is a full-time sweeper and a number of casual sweepers for cleaning the college campus. A full-time electrician is engaged for maintaining different electrical connection. A full-time casual gardener is appointed for maintenance of the garden. There is a caretaker to look after the maintenance works.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

2326

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

39

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://www.ramanandacollege.org/images/uploads/5.1.3%20 22-23.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

182

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

182

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

A. All of the above

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

24

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

70

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

12

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

4

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The college has a group of students that represent all the students of the college. This group has sub-committees that deal with different student-related activities and provide a variety of services to students.

The college also tries to inculcate leadership qualities in students, developing their soft skills, encouraging them display their talents, and teaching them to understand rules and regulations by ensuring their active and mandatory representation in various sub-committees like the library sub-committee, the cultural sub-committee, the sports and games sub-committee, the grievance redressal sub-committee, the disciplinary sub-committee, the anti-ragging sub-committee, etc. These students are represented in the IQAC core committee and the Governing Body of the college. They give significant student-centric inputs during the decision-making of the college's Academic Council.

Cultural competitions are arranged throughout the year. Prizes for academic and cultural excellence are distributed on the College Foundation Day. The students also celebrate important events regularly like Swami Vivekananda's Birthday, International Mother Language Day, International Women's Day, Yoga Day, Teachers' Day, Rabindra Jayanti, etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

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

13

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

Ramananda college Alumni Association, founded in 1996 became a registered society in 2001. The current online registration no. is SO103842 of 2001-2002.

Alumni activities during 2022-23

- The association conducted regular meetings to chalk out its policy and to implement them effectively.
- The Annual General Meeting of the Association was conducted on 25.06.23. The Audited-Account and Report of the Secretary were placed. The AGM was followed by a Cultural Programme on 25.06.23. and reminiscences by elder members.
- Members submitted Annual-Feedback on Curriculum Design of

different courses .

- Organized a national seminar on 12.12.2022. on "The Great Nationalist Hero, Netaji Subhas Chandra Bose: His Visions for India".

Speakers-Netaji Researchers and Authors, Sri Chandrachur Ghosh and Sri Anuj Dhar

- Observed important days like birth-anniversary of Swami Vivekananda, Ramananda Chattopadhyay, Independence Day, etc.
- Arranged Health Camp for stakeholders on 6.1.23. in collaboration with Lions Club of Bishnupur.
- Participated in Foundation Day Celebration of the college on 01.07.23. Two members of the Association, Sri Madhusudan Mukherjee and Sri Mahadev Dey donated the total fees (Rs 5000/- and Rs 3000/- respectively) of two needy and meritorious students as scholarship. Some ex-students have also contributed to scholarship & annasatra.
- Organized Plantation Programme with NSS Units on 01.08.2023

File Description	Documents
Paste link for additional information	https://www.ramanandacollege.org/images/uploads/5.3.2%20(additional%20information)%20compressed.pdf
Upload any additional information	View File

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

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

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

The Governing Body (GB) is the apex administrative body of the College. It includes the Principal as the ex-officio secretary, three representatives from the teaching faculty, one from the non-teaching staff, the General Secretary of the Student Union, and four External Members nominated by the affiliating University and the State Government, one of whom is the President. Decisions about the management of the institution are taken by the GB based on recommendations provided by the IQAC and various college sub-committees.

The institution has developed a need-based and student-centric strategic plan following UGC and State Government guidelines. The GB delegates academic and operational decisions to various sub-committees which are implemented by the teaching faculty, the non-teaching staff, and the students' union in order to fulfil the vision and mission of the institution.

Regular departmental meetings help review and plan college policy. Periodic analysis of feedback from students, teachers, parents, and alumni help improve the institution. Regular financial audits ensure financial transparency.

The IQAC institutionalizes quality assurance strategies such as the increased use of ICT, expanding library resources, and the development of a research culture.

The dedicated attempts of all stakeholders strive to uphold and improve the standards of the institution.

File Description	Documents
Paste link for additional information	https://www.ramanandacollege.org/images/uploads/6.1.1%20-%20AQAR%20 compressed%20(1).pdf
Upload any additional information	View File

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

The College has a mechanism for delegating authority and

providing operational autonomy for a decentralized and participative governance system.

UG and PG admissions are a fixed annual activity. An Online Admission Sub-Committee comprising the Principal as chairperson, a faculty member as convener, with teaching faculty and non-teaching staff as members, oversees admissions to UG courses.

The admission criteria for different subjects comply with the guidelines of the West Bengal Higher Education Department and the affiliating university. Registration fees, admission, and the publication of merit lists, etc., are decided by the Governing Body (GB). Applications are invited and received through an online admission portal.

Shortlisting of candidates is done on the basis of merit. The reservation policy of the State Government is strictly followed. Fees are collected online through the PayU Money Gateway. The final list is published on the college admission portal. Non-teaching staff inform candidates about their selection via SMS. Dates for document verification are uploaded to the college website. The Online Admissions Sub-Committee periodically takes stock of the number of students admitted and the number of vacant seats to decide about the publication of supplementary merit lists.

PG admissions are fully managed by the affiliating university.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

For proper administrative functioning, various modes of electronic communication have been developed. All necessary information related to student activities and student welfare

are uploaded to the college website. Information related to the teaching and non-teaching staff is communicated via e-mail and a dedicated WhatsApp group. All important notices issued by the affiliating University are uploaded to the college website.

The college office uses e-communication methods such as the SMS to communicate with students for various official purposes. Moreover, an Electronic Display Board has been placed in the office where information is continuously displayed during college hours to inform students about important matters in real time.

Notices about GB and IQAC meetings are circulated to members via e-mail within the minimum time limit required to give notice of such meetings. Every department maintains a dedicated WhatsApp group with students of each batch to circulate class-related information, to provide study material, and to answer queries made outside class hours.

In the post-pandemic situation, to minimize any academic loss on the part of the students, the teaching faculty take online classes to supplement classroom teaching. Study material, model questions and answers, and links to online resources are uploaded to the college website.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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

Ramananda College functions according to the statutes of the affiliating university and the rules and guidelines issued by the West Bengal Higher Education Department.

Governing Body (GB)

According to the college statutes, the GB is the apex administrative authority of the college. The GB formulates policies and guidelines for the overall management and development of the college.

Administrative Setup:

The President and the Principal (Secretary) of the GB constitute the nucleus of administration with the former being the final authority in all financial matters. The functioning of the college rests with the Principal, along with the Heads of Departments, the IQAC Coordinator, the Teachers' Council Secretary, the Non-Teaching Staff Representative, the Head Clerk, and the Accountant.

Grievance Redressal Mechanism:

An effective grievance redressal mechanism is in place. Complaint boxes are prominently placed to receive grievances. Action is taken promptly to redress such grievances.

Service Rules, Recruitment and Promotion Policies:

The college cannot directly appoint any teacher or non-teaching staff on a substantive basis. Teachers are appointed on the basis of recommendations from the WBCSC. Sometimes, Guest Teachers are appointed by the college management. The promotion of permanent teachers is guided by the CAS of the UGC and the WBHED.

File Description	Documents
Paste link for additional information	https://www.ramanandacollege.org/images/uploads/6.2.2%20_%20%20_compressed.pdf
Link to Organogram of the institution webpage	http://www.ramanandacollege.org/images/uploads/6.2.2%20-%20Organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Leave Provisions

- Teaching and non-teaching staff are entitled to Casual Leave (CL), Earned Leave (EL), Medical Leave (ML), Paternity Leave (for male employees) and Maternity Leave (for female employees), Compensatory Casual Leave (CCL) according to Government rules. There is also provision for Special Leave to cover emergencies.
- On-Duty Leave for FDPs, participating in conferences, seminars, and workshops is granted to teaching faculty.

Health Provisions

- The teaching staff may opt for the West Bengal Government Health Scheme and the non-teaching staff may avail of the Government Swasthya Sathi scheme.
- The college has a well-equipped Gymnasium for staff and students.

Financial Provisions

- The Teachers' Council has a Teachers Council Welfare Fund from which teachers can take loans.
- The college provides the facility of loans against an employee's Provident Fund and interest-free advances against salaries. It grants financial aid in terms of ex-gratia bonuses to casual non-teaching staff and State Aided College Teachers on the basis of rules.
- The college provides temporary employment to the survivors of non-teaching staff members who die in harness.
- Some residential quarters are available for the non-teaching staff at moderate rents.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

00

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

3

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

7

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

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

Response

The institution has introduced a performance appraisal system for Teaching and Non-Teaching Staff to evaluate their performance in regular academic and administrative activities.

Teaching Staff:

An Attendance Register is maintained which every faculty member must sign twice daily and record their arrival and departure times. The IQAC supplies Daily Diaries to faculty to record their daily activities. A separate leave register is maintained to record leave taken by faculty members. Student feedback also helps review the performance of teaching staff.

The promotion of teaching staff strictly adheres to norms laid down by the UGC and WBHED under the API scheme.

A faculty self-appraisal focuses primarily on the following aspects:

- Educational Qualifications.
- Papers taught at UG and PG levels.

- Number of research scholars guided for M.Phil. and Ph.D. degrees.
- Faculty Induction Programmes and Refresher Courses attended.
- Number of Workshops / Seminars / Conferences attended.
- Number of Conference Papers presented.
- Administrative and Examination Duties performed.

Non-Teaching Staff:

An Attendance Register and a Leave Register are maintained under the supervision of the Head Clerk. The institution processes promotions of non-teaching staff according to guidelines set by the West Bengal Government.

A biometric attendance recording system is in place for all employees.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Response

The institution has provisions for regular external financial and academic audits. The College accounts are regularly audited according to State Government rules. The External Audit of the College is conducted by the Higher Education Department Government of West Bengal. Apart from that, the Finance Sub-Committee regularly reviews financial transactions and the overall financial status of the college. This sub-committee approves projects/schemes keeping priority and financial liability in mind.

This internal review by the Finance Sub-Committee provides an opportunity to identify areas where necessary modifications need to be made. The recommendations of the Finance Sub-Committee help the college conduct a more robust and transparent External Audit. The institution conducts this external audit on a regular basis. At the end of a financial year, the accounts are finalized in preparation of the external audit. To ensure fairness, the auditors are shortlisted and appointed by the State Government through the Department of Higher Education. The college has no say in this process.

After the audit is conducted, initiatives are taken to rectify any errors and incorrect processes identified by the auditors. The auditors' suggestions are implemented as far as possible to improve the financial well-being of the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

1.0595

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

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

Resource Mobilization Strategies• The College mobilize government and nongovernment grants for improvement of college

infrastructure. For this, proposals are prepared, vetted and submitted to the relevant authorities such as, to the UGC, the State Government, the WBSCHE, the DST (WB), and RUSA etc. • It welcomes donations, memorial prizes and endowments from staff members, alumnae and guardians.

- It collaborates with other organizations to organize academic seminars and conferences.

- All the financial grants are utilized according the necessities of stakeholders.

Mobilisation & Utilisation Procedure Mobilisation of fund indicates the collection of funds and its utilisation. All major proposals for which college fund is required, are submitted to the Finance Committee or Governing Body for its approval. Incomes of college comes from collection of student's fees. As a recurring expenditure a major part of income is spent for welfare of students, enhancement of sports facilities, seminars, cultural programmes, etc. The non-recurring expenditure involves maintenance of library and laboratory facilities, purchase of instruments, furniture, electrical items etc. The fund generated as rents from hostel residents is utilised for maintenance of hostel facilities. College apply for Govt's grant at different points of time. If receives any fund, concerned committees take initiatives to execute the projects.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

The IQAC has consistently striven to institutionalize quality assurance strategies and processes at every level of the institution's functioning.

1. Gender Sensitisation & Women's Empowerment

Ramananda College, a co-educational institution, engaged in spreading of women's education since its inception in 1945.

Under the aegis of IQAC, Women's Cell supplement with Prevention of Sexual Harassment Committee is extremely active in spreading awareness on the plight of women.

The two complementary bodies regularly organized seminars, motivational talks on gender sensitization and women empowerment. To train the girl students Self-Defence Workshops are arranged.

This initiative becomes successful in empowering female students and instilling the values of equality in all students across genders.

2. Introduction of Add-on Certificate Courses

Following the recommendations of NAAC, the IQAC alongwith GB initiated a project to provide our students with some degree of hands-on training to develop a model of grassroots entrepreneurship.

One-year certificate courses in Modern Handicrafts, Cutting & Knitting recognised by Bankura University started in 2019-20 session alongwith regular degree programmes.

Instructors for both the Certificate Courses, being unemployed ex-students, proposal to offer these courses to interested outsiders is accepted. Thus, initiating a self-sustaining outreach programme and aiding socio-economic transformation of the locality.

File Description	Documents
Paste link for additional information	https://www.ramanandacollege.org/images/uploads/6.5.1%20%20compressed.pdf
Upload any additional information	View File

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

The institution has a well-organized multi-level system involving all the stakeholders to monitor and periodically review the quality of teaching-learning process, structures and methodologies of operations and learning outcomes under the stewardship of IQAC for developing suitable infrastructure.

Students feedback, counselling and mentoring, remedial strategies, presentations, innovation, organizing several state/national/international level seminars, Teachers feedback, Daily Diary, augmenting research culture among our teachers and students, encouraging FDPs, employability skills through basic computer, communicative English classes, e-learning resources through college website, initiatives for CAS are some of the measures taken for quality sustenance and enhancement. Regular internal academic audits are self-explanatory for curriculum planning and evaluation.

As per recommendations of IQAC, all departments are equipped with ICT tools, charts, models, maps and teachers are provided with laptops to supplement traditional learning. 11 ICT classrooms including 9 smart classrooms, a Computer Lab and a Digital Lab have been created. Internet Facility through LAN.

During the Pandemic situation, IQAC plays active role in organizing webinars, academic and admission related meetings, sending students' data, e-resources etc.

Following the ATRs and recommendations from IQAC, statutory, non-statutory subcommittees, GB provides necessary approvals, sorts out problems and issues directives for academic and administrative quality assurance of the college.

File Description	Documents
Paste link for additional information	https://www.ramanandacollege.org/images/uploads/6.5.2%20%20_compressed.pdf
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	A. All of the above
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File Description	Documents
Paste web link of Annual reports of Institution	https://www.ramanandacollege.org/atr.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

- We arrange various seminars and workshops through our women cell, NSS, NCC and Prevention of Sexual Harassment Cell to aware about gender the stake holders about gender sensitization.
- Different add-on Courses/Certificate courses have been initiated and approved by Bankura University, such as Cutting-Knitting and Modern Handicraft. We are going to start the certificate course on "Food Processing" for job-oriented courses for female students.
- We inspire our students to participate in different subject-based exhibition, drama and other cultural activities to sensitize gender discrimination.
- Ramananda College has one NCC unit under 53 Bengal Battalion. Our girls and boys jointly participate to services for building and protecting our nation. They are gender sensitized from the beginning of their career.

- To protect our girl students, we have started Self Defense Training Course and it will be continued.
- To encourage the girl students to participate in different sports and games in Inter College and Intra Collegiate tournaments.

File Description	Documents
Annual gender sensitization action plan	https://ramanandacollege.org/images/uploads/7.1.1%20New.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://ramanandacollege.org/images/uploads/7.1.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The functioning of the college involves less stress on environment. This has been achieved through the awareness programmes, arranged periodically for the students and staff highlighting the influence of anthropogenic activities on the environment.

1.Solid Waste:Solid waste like paper, plastics, glass, metals, food residue and packaging materials etc. are collected and segregated properly at each level and source.

2. Liquid Waste: Liquid waste is generated by: (i) Sewage Waste (ii) Hostel and Canteen Waste.

Management of solid waste:

1. By segregating the solid waste in the green, blue and yellow dustbins, the college keeps its campus neat and clean.
2. Transport arrangement are made for disposing solid waste through Municipality.

Management of liquid waste:

1. Drainage System is well maintained for disposing of the liquid waste from Canteen and Hostel.
2. Practical labs like Botany, Zoology, Physiology and Chemistry have taken measures to ensure that chemicals are diluted before discarding in wash basin

E-waste management

Some printers used in the college campus are non-cartridges. Such printers prevent the use of hazardous carcinogens. Specific non repairable laboratory equipments are sold in conformity with the rules of the purchase committee of the institution.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

- 1.Restricted entry of automobiles
- 2.Use of bicycles/ Battery-powered vehicles
- 3.Pedestrian-friendly pathways
- 4.Ban on use of plastic
- 5.Landscaping

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

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

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

LECTURE ON UNIVERSAL VALUES

Objective of the Programme:

To imbibe the moral values and create awareness among students about duties of their life. To encourage the students to practice basic principles in day-to-day

Blood Donation Camp: The Students Union organized blood donation camp on 28th August in each year to create awareness about the importance of this best practice International Mother Language Day: The Institute celebrates International Mother Language Day every year on 21st February to create awareness about linguistic and cultural diversity and multilingualism.

Yoga Day: The International Yoga Day (21st June) in every year is celebrated by the students and staff performing yogic exercises and 'Pranayam'. The college organizes regular Yoga training course for students.

NSS ACTIVATION IN VILLAGES

Objective of the Programme:

To make local communities aware of the NSS activities, i.e. to provide assistance to local communities by organizing health camps. To organize awareness programmes on health, environment, need for education, women empowerment, etc. Celebration of World Theatre Day World Theatre Day is celebrated in our college to promote the art form across the students and the local community as well by generating awareness about the importance of theatre arts.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

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

The College addresses various social and environmental issues and faculties of every department involve to make the students aware and trained in this regard.

Gender Sensitivity:

Focus on gender sensitivity is one of the important curricula of different departments like Philosophy ,Political Science, Geography& English. Women Cell promotes gender equality through different programmes.

Human Values:

The significance of human values are imparted through courses in the syllabus of the UG & PG Departments.

Professional Ethics:

There is also Code of Conduct for both students and staff , displayed on college website and prospectus.

Cleaning the Campus :

The students (especially the NSS volunteers) regularly participate in campus-cleaning programmes, where the college grounds and common spaces are cleared of waste and properly disposed of.

Extension Activities:

The college is committed to interaction with the local community. Students are encouraged to take part in extension activities such as teaching in local schools.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://ramanandacollege.org/images/uploads/7.1.9%20New.pdf
Any other relevant information	Nil

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. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct

D. Any 1 of the above

Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

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

The College celebrates with great fervour national festivals, commemorative days, birth anniversaries of great Indian personalities like Mahatma Gandhi, Ishwar Chandra Vidyasagar, Rabindranath Tagore and Sarvapalli Radhakrishnan. Various days of importance like Independence Day, Republic Day and Rabindra Jayanti are also celebrated with great enthusiasm. On 5th September, we celebrate Dr. Radhakrishnan's birthday as Teacher's Day with great fervour.

- Republic Day- 26th January
- Independence Day-15th August
- Netaji's Birthday- 23rd January
- Teachers Day-5th September
- Birth Anniversary of Swami Vivekananda-12th January
- College Foundation Day-1st July
- Mothers Language Day-21st February
- International Women's Day-8th March
- World Yoga Day -21st June
- AIDS Day: 1st December
- Constitution Day-26th November
- Rastriya Ekta Divas-31st October
- Kargil Vijay Dibas- 24th July
- World Forestry Day- 21st March
- Anti-Tobacco Day- 31st May

- **National Voters Day- 25th January**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

1. The AnnasatraPrakalpa

This flagship feeding scheme, initiated in 2016, is designed for improving the nutrition of needy first generation learners belonging to economically backward and underprivileged sections to increase enrolment and retention for improvement in higher education. The noon meal, aimed to be a supplement to the home diet with variable menu using regionally available foods, can be opted by any enrolled student of the aforementioned section. This scheme, having a dedicated bank account audited in Annual Financial Audit, is fully funded by donations by different stake-holders and philanthropists, is managed by The Annasatra Committee consisting of teaching and non-teaching staff members, approved by GB and headed by the Principal. AnnasatraPrakalpa has impacted student enrolment and performances positively.

2. Remedial Coaching

It is organized to improve academic skills among the students in various subjects and raising their level of comprehension providing a stronger foundation, strengthening their holistic knowledge and attitudes, necessary for pursuing higher studies efficiently and effectively. Every department has taken steps to identify slow learners to facilitate better handling of students. Conducted on a weekly basis, Remedial classes, help students assess their progress. Through this voluntary effort of the faculty, the slow learners are highly benefitted.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	https://ramanandacollege.org/images/uploads/7.2.1%20Relevant%20Document.pdf

7.3 - Institutional Distinctiveness

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

- **Teaching/Learning Using ICT:.**

By utilizing new technologies in its teaching-learning processes, the college has attempted to let its students access the most modern reservoirs of knowledge

- **Promotion of Research**

The college promotes high-quality academic research both subject-wise and in an inter-disciplinary manner.

- **Certificate Courses**

The institution runs several certificate courses that are designed to train students in aspects beyond the curriculum.

- **Alumni Activities**

The college has produced many prominent alumni, who have distinguished themselves in various fields
Exceptional Gender Ratio

The proportion of female students in the college is much higher than the proportion of male students, thus highlighting the college's aim of improving women's education.

- **Electoral Literacy Club**

The college has set up an electoral literacy club whose objective is to educate students about the democratic system.

- **Annasatra Prakaalpa**

The "Annasatra Prakaalpa" is a unique initiative taken by the college to provide a mid-day meal free of cost to every student who wishes to avail of this service.

- Sports Achievements

The college encouraged the participation of all its students, irrespective of gender, in sporting activities. College sports teams have achieved considerable successes in local, district-level and state-level tournaments

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Future plan

- Career Advancement Cell of our college will arrange a stall in upcoming Bishnupur Mela.
- Awareness camp on Blood donation and Thalassemia will be arranged in the college with the local organization named 'Antorik Prochesta'.
- Another local organization "HOSLA will perform a programme on academia- industry-interaction.
- Students scholarship will be given to the candidates who have requisite attendance in the previous year classes.
- Necessary repairing, maintenance and new installation of CCTV to be done on an urgent basis.
- e- books and e- journals to be purchased along with the other books.
- New Certificate courses like Tax and Tally to be introduced. Classes of all certificate course to be

started immediately.

- Future plan in establishing DAY CARE CENTRE in the college
- New instruments for CIF to be purchased in the running session