

Annual Quality Assurance Report

(1st May. 2015 – 30th April. 2016)

Submitted by
Internal Quality Assurance Cell
Ramananda College,
Bishnupur, Bankura
West Bengal

Submitted to
National Assessment
And
Accreditation Council (NAAC)
Bangalore

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The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year.May. 2015 to April 2016)*

Part – A

I. Details of the Institution

1.1 Name of the Institution

RAMANANDA COLLEGE

1.2 Address Line 1

BISHNUPUR

Address Line 2

BANKURA

City/Town

BISHNUPUR

State

WEST BENGAL

Pin Code

722 122

Institution e-mail address

principalramananda@gmail.com

Contact Nos.

03244-252059

Name of the Head of the Institution:

Dr. Swapna Ghorai

Tel. No. with STD Code:

03244-252059

Mobile:

09434509415

Name of the IQAC Co-ordinator:

Dr. Mrityunjoy Ghosh

Mobile:

9474454482

IQAC e-mail address:

mrityunjoy_g@yahoo.com

1.3 NAAC Track ID (For ex. MHCOGN 18879): EC/41/97

1.4 Website address:

<http://www.ramanandacollege.org>

Web-link of the AQAR:

<http://www.ramanandacollege.org>

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	83.15	2007	05 Years
2	2 nd Cycle	B	2.75*	2015	05 Years
3	3 rd Cycle				
4	4 th Cycle				

- *CGPA on four point scale

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

03.03.2007

1.7 AQAR for the year (for example 2010-11)

2015-16

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

1.9 Institutional Status

University State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☒ UGC 2(f) ☒ UGC 12B ☐

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☒

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text" value="--"/>
University with Potential for Excellence	<input type="text" value="--"/>
DST Star Scheme	<input type="text" value="--"/>
UGC-Special Assistance Programme	<input type="text" value="--"/>
UGC-Innovative PG programmes	<input type="text" value="--"/>
UGC-COP Programmes	<input type="text" value="--"/>

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="2+8"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="-"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="--1"/>
2.8 No. of other External Experts	<input type="text" value="--"/>
2.9 Total No. of members	<input type="text" value="16"/>
2.10 No. of IQAC meetings held	<input type="text" value="4"/>

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

1. Career Opportunities in Commerce Education: Challenges and Prospects (Dated- 15.12.2015)
2. Importance of Women Cell & Present Status of Women (Dated- 27.01.2016)
3. Successful Aging Comparing India & the United State (Dated-22.02.2016)

2.14 Significant Activities and contributions made by IQAC

1. A Research Committee has been formed to improve the research culture among the faculty members.
2. Career Guidance and Placement activities are strengthened by introducing career advancement scheme.
3. RUSA Grant has been utilized for up-gradation of library and computer facilities.
4. CAS proposal of 22 teachers has already been completed and submitted to Higher Education Department.
5. An Women Cell has been formed to solve the problems of women in the campus.
6. To improve the communication skilled of the students class seminar has been arranged by the departments.
7. To introduce and published a Journal from College a Journal Committee has been formed.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. Special Drive has been given to improve the student attendance 2. To improve teaching-learning process smart class rooms has been introduced. 3. To enhance the Library facilities a large number of books of different discipline have been purchased.	1. Student attendance increased significantly. 2. Four smart class rooms have been prepared. 3. More than one thousand and eight hundere books hve been purchased (RUSA Grant). 4. Renovation is being done for Hall and toilets. 7. Renovation work of Girls' Hostel has been under taken.

* Attach the Academic Calendar of the year as Annexure (Annexure-II).

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management Syndicate Any other body

Provide the details of the action taken

- Provided more staff to prepare and submit AQAR.
- It analysed the Feedback form obtained from outgoing students and take steps to reduce dropout rate and student attendance.
- Give suggestions to improve teaching and learning process, research, and administration.

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	01	-	-	-
UG	20	-	02	-
PG Diploma	-	-	-	-
Advanced Diploma	-			
Diploma	-			
Certificate	-			
Others	-			
Total	21			
Interdisciplinary				
Innovative				

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	01 (PG Botany)
Trimester	0
Annual	20

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The syllabi are updated by The University of Burdwan periodically.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

01 (Music)

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
50	36	14	--	--

2.2 No. of permanent faculty with Ph.D.

29

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
02	19	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

22

02

18 (PTT)

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	08	11	04
Presented papers	11	18	08
Resource Persons	01	02	05

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Opening up Music course

2.7 Total No. of actual teaching days

during this academic year

218 days

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- Class tests organised by Depts.
- Test Exams. Organised by College
- Mock Practical examination organised by Departments.

2.9 No. of faculty members involved in curriculum restructuring / revision/ syllabus development

- 05 -

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

70%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B. Sc. (Hons.)	120	0	10	49.17		59.17
B. A. (Hons.)	225	0	6.67	65.33		72.00
B. Com. (Hons.)	18	0	11.11	77.78		88.89
B.A. (Gen.)	411	0	0	43.39		43.39
B. Sc. (Gen.)	21	0	4.76	61.90		66.66
B. Com. (Gen.)	09	0	0	55.56		63.64
M.Sc. (Botany)	05		05			100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

IQAC organizes class tests for each and every department at a certain interval.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	05
UGC – Faculty Improvement Programme	04
HRD programmes	
Orientation programmes	02
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	02
Others	01 (NSS OP)

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	01 (Head Clerk)	0	0	0
Technical Staff	0	0	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

IQAC convinces teachers by forming a research committee to carry out minor/ major projects in the Institute. IQAC also helps to solve the space problem to carry out MRP in the science laboratories.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	--	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	14	02	07
Non-Peer Review Journals	-	07	04
e-Journals	-	-	-
Conference proceedings	01	04	03

3.5 Details on Impact factor of publications:

Range 0.5-2.5 Average 1.5 h-index 4 Nos. in SCOPUS 4

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows
 Of the institute in the year

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution
 Who are Ph. D. Guides

and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
 National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level	<input type="text" value="02"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="00"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="-"/>	
NCC	<input type="text" value="2"/>	NSS	<input type="text" value="1"/>	Any other <input type="text" value="-"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Sanitation programme, HIV disease awareness
- Environmental pollution created by disposed polyethylene etc.
- Set up of science experiments in the laboratory of local School by the our college teachers.
- Programmes of AIDS Awareness, Thalassemia Awareness, Environmental Awareness.
- Blood donation camp organised by Students' union.
- Tree Plantation

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	37635.82 sq. m	-	-	37635.82 sq. m
Class rooms	26			26
Laboratories	23			23
Seminar Halls	03	-	-	03
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)	927840.00			
Others				

4.2 Computerization of administration and library

- Admission fully computerized
- Library fully Computerized
- Accounts Section computerized
- Cash Section fully computerized
- Administrative activities partly computerized

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	21,414	29,64,789	1378	4,53,460	22792	3418249
Reference Books	9,220	8,47,221	445	1,46,850	9665	994071
e-Books	-	-	-	-	-	-
Journals	76	78,700				
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	70	01	17	01	01	07	38	-
Added	36	10	-	02	-	04	20	-
Total	106	11	17	03	01	11	58	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Computer training for Teachers and Staff for admission process
- Training to teachers and staff regarding computer arranged.
- Internet access training to students.

4.6 Amount spent on maintenance in lakhs :

i) ICT (Computers)	1,65,000.00
ii) Campus Infrastructure and facilities	44,66,751.00
iii) Equipments	9,27,840.00
iv) Others	
Total :	5559591.00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Smooth conduct of the process of admission
- Induction meeting for 1st year students.
- Information available in College prospectus.
- Information in the classroom.
- Information about remedial classes and other academic activities.

5.2 Efforts made by the institution for tracking the progression

- Conduct class test twice (for honours students only) before and after Puja vacation
- Annual test examinations conducted before the final examination of the University.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3057	17	-	130(DDE)

(b) No. of students outside the state

-

(c) No. of

international

-

Men

No	%
1532	50.11

Women

No	%
1525	49.89

Last Year

This Year

General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1724	591	149	679	-	3141	1686	602	134	635	-	3057

Demand ratio 1:3

Dropout 15%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Entry in service for SSC, WBCS, etc. by financial support of UGC.
- Spoken English (self financing)
- Career counselling sponsored by UGC
- Interaction with teachers

No. of students beneficiaries

120

5.5 No. of students qualified in these examinations

00	00	00	00
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Submission of AQAR of Ramananda College

NET	SET/SLET	GATE	CAT
IAS/IPS etc <input type="text" value="00"/>	State PSC <input type="text" value="00"/>	UPSC <input type="text" value="00"/>	Others <input type="text" value="-"/>

5.6 Details of student counselling and career guidance

The career guidance cell arranges support service to the students about different career opportunities after graduation and pursuit of higher studies.

No. of students benefitted

5.7 Details of campus placement

	<i>On campus</i>		<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	-

5.8 Details of gender sensitization programmes

- Observe Women empowerment day
- Formation of Women Cell to protect the rights of women in the campus

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Submission of AQAR of Ramanand

Sports : State/ University level

National level

International level

Cultural: State/ University level

0

National level

0

International level

0

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	450	1,86,487.00 (Tuition fee concession)
Financial support from government	190	60.545.00
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level

-

National level

-

International level

-

Exhibition: State/ University level

-

National level

-

International level

-

5.12 No. of social initiatives undertaken by the students

-

5.13 Major grievances of students (if any) redressed: ____ Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: For better employment and better citizenship.

Mission: To educate the students, empower the socially challenged sections of the student community.

6.2 Does the Institution has a management Information System

- Yes, it is used for Library, Data base of students and some administrative processes.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Participation of teachers in workshops offering healthy suggestions for updating curricula of UG conducted by the University.
- Holding academic excursions.

6.3.2 Teaching and Learning

- Conventional method of teaching in addition to the ICT.
- Group discussion and quiz contest
- Seminars in the classroom
- Documentary film show after class hours
- Field surveys.

6.3.3 Examination and Evaluation

- Class test examination at regular intervals
- Test examination before the final University exam
- Review of result analysis.

6.3.4 Research and Development

- IQAC motivating teachers for undertaking research projects.
- Departmental initiative for major/minor research projects
- Post DOC Research inspired by College Authority and IQAC

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library fully computerised
- Barcoding library established
- Some Departmental Libraries established

6.3.6 Human Resource Management

- Teaching and Non-teaching Staff engaged in different developmental activities as per their competency in the respective fields
- Students involved in academic, cultural & sports activities

6.3.7 Faculty and Staff recruitment

- Faculty recruitment as per UGC Guidelines and West Bengal College Service Commission.
- Other Staff recruitment as per State Govt. Rules.

6.3.8 Industry Interaction / Collaboration

Proposals are being sent for interaction with the near by industry.

6.3.9 Admission of Students

Sub

- ONLINE Admission Process
- Admission Information in the College Website
- Students' admission strictly on the basis of merit.
- Help Desk for Students' Admission
- Counselling Students for admission as per their merit, choice and opportunities.
- Admission Fees payment through Net Banking and Debit/ Credit Card

6.4 Welfare schemes for

Teaching	Ramananda College Staff Co-Operative
Non teaching	
Students	Low cost hostel facilities, free studentship.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

Yes

☒

No

☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	BU	-	-
Administrative	No	No	-	-

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

☐

No

☒

For PG Programmes

Yes

☐

No

☒

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The executive council of the University of Burdwan forms a visiting team for smooth conducting of Examinations.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Subm

No effort has been made by the University to promote autonomy in the affiliated college.

6.11 Activities and support from the Alumni Association

Alumni association is highly active and always involved in the overall development of the institution.

6.12 Activities and support from the Parent – Teacher Association

Every year annual meetings of the parent teacher association are conducted & resolution taken by them. It is followed for effective implementation of the academic plan.

6.13 Development programmes for support staff

IQAC brings them to undergo exposure to the latest technology.

6.14 Initiatives taken by the institution to make the campus eco-friendly

Environmental as well as health awareness programmes are carried out by the teams of NSS and NCC. i) IQAC tries to make the college campus a green campus by making plastic free zone. ii) Blood donation camp organised by the student union every year. iii) Local Campaigning against HIV. v) Health awareness among the malnutrition, Iron deficiency, diet chart supplied among the villages of the local area.

Criterion – VII

7. Innovations and Best Practices

- 7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Teaching and study materials are supplied to all the students by their respective departments.

- 7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Action taken to improve the student attendance as well as results
Fine imposes those who scores below the qualifying marks

- 7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Service provided by NCC cadets & NSS volunteers for campus cleaning and development of awareness in the local areas.

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

- 7.4 Contribution to environmental awareness / protection

- i. Using smokeless coal /fuel
- ii. Tree plantation in rainy season
- iii. To produce the college campus a plastic free zone

- 7.5 Whether environmental audit was conducted? Yes ☐ No ☒

- 7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

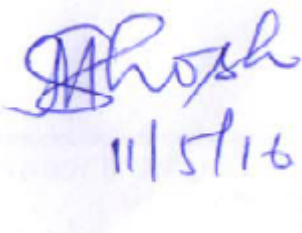
- The undergraduate courses (Honours & General) offered by each department aim to bring its concentrators to a point where they can understand and evaluate what is occurring in the world around them and at the same time plan their future.
- Most of the departments are old enough and have witnessed many ups and downs over the years, thereby gaining strength and gathering some weaknesses as well, in the process. Quite a considerable percentage of the students who have crossed the UG level from these departments, have moved on to join PG courses at various universities. Some of them have further progressed to join M. Phil. and Ph.D Programmes. Most of the students who have graduated from these departments since the inception of the college have been well placed in various occupations.
- A harmonious environment, close family like interaction that is stimulating for teachers and students, prevail in all the departments. The teaching faculty truly enjoys talking with and working with the undergraduates. Students are welcome during college hours, after classes are over and even at home on holidays. They can seek advice and counsel on issues ranging from programmes of study, career plans, study habits and on personal problems. The teachers also gladly help the students in preparing for various professional examinations by providing guidance and books from their personal collections, sometimes even by borrowing from the library.
- Perhaps the most important resource to the students of any department is the wealth of experience, enterprise and creativity of the teachers concerned. Our college can boast of its sincere, capable and motivated teachers who constantly try to monitor their students and motivate them to develop eagerness to orient themselves towards overall betterment.
- A tendency to avoid attending classes has developed among many students of late. Irregular attendance in the class by some students seriously hinders the continuity of lessons.

8. Plans of institution for next year

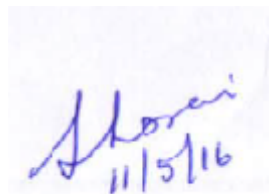
- To organise National and International Seminars
- To motivate the teachers to undertake Major and Minor Research Projects more and more.
- To upgrade the mode of teaching more and more with the help of ICT.
- To award the students who will stand first, second and third in the students seminar
- To renovate and upgrade the existing Medicinal Plants Garden.
- To arrange for the awareness of Health and Hygiene in collaboration with the Bio-Science Departments and NSS.
- To make the College Campus A Green Zone.
- To call a meeting of the Students' Union for healthy interaction, new suggestions for further academic development of the College.
- To arrange for extension activities.
- To construct more class rooms to keep pace with the academic growth

Name: Dr. Mrityunjoy Ghosh

Name: Dr. Swapna Ghorai



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Annexure-I (Academic Calendar)

RAMANANDA COLLEGE
(ESTD :1945)
Bishnupur, Bankura

Phone : 03244-252059,

Email : principal@ramanandacollege.org

ACADEMIC CALENDAR (2015-2016)

(FIRST TERM (FROM 2nd JULY 2015 TO OCTOBER 2015)

[1st July College Foundation Day]

* Notification for Admission to 1st year B.A/B.Sc/B.Com Course : (After the publication of
H. S Result)

* Starting of B.A/B.Sc/B.Com 2nd year classes - 02.07. 15

* Processing of Admission to B.A/B.Sc/B.Com classes 3rd Week of June to 1st week of
July B.U Theory/Practical Exam.

July, 2015	Holiday : 1 st , 18 th , 27 th
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Total Teaching Days = 24

* Starting of B.A./B.Sc/B.Com 1st year Classes 2nd Week of July, 2015

* Starting of B.A./B.Sc/B.Com 3rd year Classes 3rd Week of July, 2015

August, 2015	Holiday: 15 th , 29 th
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Total Teaching Days = 24

* Starting of B.A./B.Sc/B.Com 2nd year Classes 1st Week of August, 2015

* Fresher's welcome by students union 2nd week of August, 2016

* Normal Classes of 1st, 2nd, & 3rd Year continuing up to 30th September'
15

September 2015	Holidays: 5 th , 18 th , 25 th
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Total Teaching Days = 23

* NSS/NCC Activity Middle of September, 2015

* Seminars Arranged by Department/College 4th week of September, 2015

October, 2015	Holiday : 2 nd & 12 th . [Puja Holiday: 19 th Oct. to 14 th November, 2015]
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Total Teaching Days = 13

(SECOND TERM AFTER PUJA HOLIDAY (FROM 16.11.15 to 22.12.15)

November, 2015	Holiday : 25 th
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Total Teaching Days = 12

Normal classes of 1st , 2nd , 3rd year Starts 16.11.15

December, 2015	Holiday : 23 rd to 1 st January, 2016
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Total Teaching Days = 19

(Academic Excursion = 26th December to 1st Week of January, 2016)

*Departmental Class Test	1 st /2 nd week December,2015
* Students Election	20 th December, 2015
* X- Mass & Winter Recess	23 rd to 1 st January, 2016

(THIRD TERM (FROM 2nd JANUARY TO MAY, 2016)

January, 2016	Holiday : 12 th , 15 th ,16 th ,22 rd , 23 th ,26 th
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Total Teaching Days = 19

* Normal Classes of 1 st & 2 nd years student	2 nd January 2016 onwards
* NCC/NSS Camp/ Health awareness	24 th & 25 th January, 2016
* Teacher's Picnic day	26 th January, 2016

February, 2016	Holiday : 13 th & 15 th
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Total Teaching Days =23

* Test Examination of 3rd Year B.A./B.Sc/B.Com	1st week of February, 2016
* Normal classes of 1 st and 2 nd Year	Continuing up to 2 nd week of Feb,2016
*Publication of 3rd Year Test Results	3rd week of February, 2016
*Annual Sports & Cultural Programme /Prize distribution	1 st / 2 nd Week of Feb, 2016
*Celebration of National Science Day	28 th February, 2016
* Test Examination of New Part I	3 rd week of February, 2016

March, 2016	Holiday : 7 th , 23 th 24 th & 25 th
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Total Teaching Days= 23

*Special Classes of 1 st & 2 nd Year	Throughout the month
* Test Examination of Part II	2nd week of March, 2016
*Publication of Part I & II Test Exam (B.A/ B.Sc/B.Com)	4 th Week of March, 2016
* Form Fill up of 1 st & 2 nd Year	4 th Week of March, 2016

April, 2016	Holiday = 13 th , 14 th
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Total Teaching Days = 24

*Special Classes of 1 st & 2 nd Year	Up to 3 rd Week of April
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May, 2016	Holiday : Nil
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Total Teaching Days =04

*University Final Examination of Part I & Part II	3 rd Week of May onwards
* <i>Summer Recess</i>	06 th May to 18 th June, 2016

June, 2016	Holiday : Nil
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Total Teaching Days =10

GRAND TOTAL TEACHING DAYS =218

ANNEXURE – II

Feedback Analysis on Teaching-Learning aspects of the College:-

- IQAC provides feedback form to the students on teaching-learning process. The feedback is taken annually from the outgoing students of both UG and PG.
- Students are given instruction on the feedback paper to evaluate teachers by giving marks from 10 to 1 and also not to put their signatures on the papers to maintain confidentiality.
- Students are asked to assess Subject Knowledge, Communication Skill, Accessibility of Teacher, Ability of teacher to connect the subject with the real aspect of life and modern theoretical developments, sincerity and preparation of the teachers.

Annexure-III (Sample of Feedback Form)

RAMANANDA COLLEGE

BISHNUPUR, BANKURA

Departmental Assessment by the Student for the Year 2014

Name of the Department:

List of the Questionnaires

(Put tick mark on the appropriate answer)

1. The syllabus was
 - a) Challenging
 - b) adequate
 - c) Inadequate
 - d) dull
2. How much of the syllabus was taught in class?
 - a) 90-100%
 - b) 75 to 90%
 - c) 50 to 75%
 - d) less than 50%
3. What is your opinion about the library holdings for the course?
 - a) Excellent
 - b) Adequate
 - c) inadequate
 - d) Very Poorly
4. How well did the teacher prepare for class?
 - a) Thoroughly
 - b) well
 - c) Poorly
 - d) indifferently
 - e) Not at all
5. Did the teacher encourage student participation in class?
 - a) Yes
 - b) attempted
 - c) No
6. If yes, which of the following methods were used?
 - a) Encourage through question
 - b) discussion in class
 - c) discussion outside class
7. What effect do you think the internal assessment will have on your course grade?
 - a) Improve it
 - b) lower it
 - c) No effect
8. How did the teacher provide feedback on your performance?
 - a) Regularly/ irregularly
 - b) in time/ late
 - c) With helpful comments/ without comments
9. Where you provide with a course and lecture outline at the beginning?
 - a) Yes
 - b) No
 - c) Poorly
10. If you have other coments to offer on the course and the instructor/teacher you may record them below or on a separate sheet.