## 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. For example, July 1, 2012 to June 30, 2013)

Part - A AQAR for the year 2012-13 I. Details of the Institution RISHI BANKIM CHANDRA COLLEGE FOR WOMEN 1.1 Name of the Institution 1.2 Address Line 1 **EAST KANTAL PARA** NAIHATI Address Line 2 **NORTH 24 PARGANAS** City/Town **WEST BENGAL** State 743165 Pin Code rbccwomen@gmail.com Institution e-mail address 033-25801905 Contact Nos. DR. LANA MUKHOPADHYAY Name of the Head of the Institution: Tel. No. with STD Code: 033-25801905

Mobile:			9432490530					
Name of the IQAC Co-ordinator:			JILKOD MAMUN					
Mobile:				94331451	9433145192			
IQAC e-mail address:			rbccwomen@gmail.com					
1.3 NAAC Track ID  OR  1.4 NAAC Executive Committee No. 8				& Date:	WBCOGN117	701		
1.5	Website a	ddress:		www.rbcc	ewomen.org			
Web-link of the AQAR:				http://r	bccwomen.org/ <i>I</i>	AQAR.html		
1.6	Accredita	tion Details						
	Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period		
	1	1 <sup>st</sup> Cycle	В		2004	2004-2009	-	
-	2	2 <sup>nd</sup> Cycle					_	
	3	3 <sup>rd</sup> Cycle					_	
	4	4 <sup>th</sup> Cycle					_	

1.7 Date of Establishment of IQAC:

25/03/2014

Accreditation by NAAC ((for exam	ple AQAR 2010-11submitted to NAAC on 12-10-2011)			
i. AQAR 01/07/2011 to 30/0	6/2012 (DD/MM/YYYY)			
ii. AQAR				
iii. AQAR				
iv. AQAR	(DD/MM/YYYY)			
1.9 Institutional Status				
University	State V Central Deemed Private			
Affiliated College	Yes √ No _			
Constituent College	Yes No \(			
Autonomous college of UGC	Yes No V			
Regulatory Agency approved In	stitution Yes No √			
(eg. AICTE, BCI, MCI, PCI, NC				
Type of Institution Co-educa	tion Men Women V			
Urban	√ Rural Tribal			
Financial Status Grant-i	n-aid $\sqrt{}$ UGC 2(f) $\sqrt{}$ UGC 12B $\sqrt{}$			
Grant-in-	aid + Self Financing Totally Self-financing			
1.10 Type of Faculty/Programme				
Arts V Science	Commerce Law PEI (Phys Edu)			
TEI (Edu) Engineeri	ing Health Science Management			
Others (Specify)	Post Graduation in Directorate of Open & Distance Learning (DODL) under Kalyani University			
1.11 Name of the Affiliating University (for the Colleges)  WEST BENGAL STATE UNIVERSITY				
1.12 Special status conferred by Ce	entral/ State Government UGC/CSIR/DST/DBT/ICMR etc			

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and

Autonomy by State/Central Govt. / University	NA		
University with Potential for Excellence	NA	UGC-CPE	NA
DST Star Scheme	NA	UGC-CE	NA
UGC-Special Assistance Programme	NA	DST-FIST	NA
UGC-Innovative PG programmes	NA	Any other (Specify)	NA
UGC-COP Programmes	NA		
2. IQAC Composition and Activit	<u>ies</u>		
2.1 No. of Teachers	00		
2.2 No. of Administrative/Technical staff	00		
2.3 No. of students	00		
2.4 No. of Management representatives	00		
2.5 No. of Alumni	00		
2. 6 No. of any other stakeholder and community representatives	00		
2.7 No. of Employers/ Industrialists	00		
2.8 No. of other External Experts	00		
2.9 Total No. of members	00		
2.10 No. of IQAC meetings held	: 00		

2.11 No. of meetings with various stakeholders: No. Faculty 00	
Non-Teaching Staff Students Alumni Others	
2.12 Has IQAC received any funding from UGC during the year? Yes V 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 : None	
Total Nos. 0 International 0 National 0 State 0 Institution Level 0	0
(ii) Themes N A  2.14 Significant Activities and contributions made by IQAC  NA	
2.15 Plan of Action by IQAC/Outcome	
NA	
Plan of Action Achievements	
* Attach the Academic Calendar of the year as Annexure.  2.15 Whether the AQAR was placed in statutory body  Yes No	
Management Syndicate Any other body  Provide the details of the action taken	
none	

## 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				
UG	14			01
	(12  H + 2G)			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	14			01
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	
Trimester	
Annual	14

1.3 Feedbac (On all o	k from stakeholders aspects)	s* Alumni	Parents	V	Employers	Students v	
Mo	de of feedback :	Online	Manual	V	Co-operating scho	ools (for PEI)	
*Please provi	ide an analysis of the	feedback in t	the Annexure				
1.4 Whether	there is any revision	on/update of	regulation or syll	abi, i	f yes, mention their	salient aspects.	
N .A							
1.5 Any new	Department/Centr	e introduced	during the year.	If yes	, give details.		
NIL							

#### Criterion - II

## 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
34	20	3	1(Principal)	10(CWTT,CPT)

2.2 No. of permanent faculty with Ph.D.

13
----

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

Asst.		Associa	ite	Profes	sors	Others	3	Total	
Profes	sors	Profess	ors						
R	V	R	V	R	V	R	V	R	V
	2								

2.4 No. of Guest and Visiting faculty and Temporary faculty

05	01	26
	1	1

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		06	03
Presented papers	03	04	02
Resource Persons			

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

The Bengali department successfully published the departmental journal. They provided audiovisual classes and seminars for the students. Department of Hindi and Sanskrit started mockteaching practices and interactive group discussions. Department of Chemistry, Zoology and Geography introduced computer simulation and power point presentation. Internet facilities provided to the students of these departments proved highly beneficial to their academic excellence. Departments of science and humanities regularly employ audio-visual aids for student benefit. The department of Botany arranged a poster and model exhibition in this session.

2.7 Total No. of actual teaching days during this academic year

234

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

Practice of in-house projects and mid-term examination

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

01		
----	--	--

#### 2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students	Division					
Trogramme	appeared	Distinction %	I %	II %	III %	Pass %	
BA(HONS)	306	00	1.96%	79.08%	12.41%	79%	
BSc(HONS)	54	00	7.40%	83.33%	7.40%	98.14%	
BA(GENERAL)	536	00	00	11.73%	77.33%	82.08%	
BSc(GENERAL)	49	00	00	53.06%	26.53%	79.59%	

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

#### NA

#### 2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	05
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	00
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	01
Others	00

#### 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	21	09		
Technical Staff				

## Criterion - III

## 3. Research, Consultancy and Extension

Details regarding major		1		
	Completed	Ongoing	Sanctioned	Submitted
Number	NONE	NONE	NONE	NONE
Outlay in Rs. Lakhs				
Details regarding minor	Completed	Ongoing	Sanctioned	Submitted
Number	02	01	NA	02
		0.0.0		
Outlay in Rs. Lakhs	2.64 lacs	0.86875		
		0.86875	National	Others
			National 5	Others
Details on research pub	lications	International		
Details on research pub Peer Review Journals	lications	International 0	5	0
Details on research pub Peer Review Journals Non-Peer Review Journals	rnals	International 0 0	5 6	0 0
Details on research pub Peer Review Journals Non-Peer Review Journals e-Journals	rnals	International 0 0 0	5 6 0	0 0 0
Peer Review Journals Non-Peer Review Journals e-Journals Conference proceeding	rnals	International 0 0 0 0	5 6 0 3	0 0 0 0
Peer Review Journals Non-Peer Review Journals e-Journals Conference proceeding Books	rnals	International 0 0 0 0 0	5 6 0 3 4	0 0 0 0 0
Peer Review Journals Non-Peer Review Journals e-Journals Conference proceeding Books Chapter in books	rnals	International 0 0 0 0 0	5 6 0 3 4	0 0 0 0 0

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2010-13	UGC	Rs. 3,50,875/-	Rs. 3,50,875/-
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	d								
	i) Wit	th ISBN	N No.	4	Cha	apters in E	dited Bo	oks 3	
	ii) W	ithout !	ISBN N	о.					
3.8 No. of University Dep	artment	s receiv	ving fun	ds from : N	one				
	UGC-	SAP		CAS		_ D	ST-FIST		
	DPE			_		D	BT Sche	me/funds	
3.9 For colleges : None	Auton	omy [		СРЕ		D	BT Star S	Scheme	
	INSPI	RE		CE		A	ny Other	(specify)	
3.10 Revenue generated th	nrough o	consulta	ancy	NONE					
3.11 No. of conferences		Leve		Internation	nal	National	State	University	College
organized by the Instit	cution	Spons agenc	soring						1 College
<ul><li>3.12 No. of faculty served</li><li>3.13 No. of collaborations</li></ul>	_		airpersoi nternatio		_	ersons [	None	Any other	
2.14 No. of links and smoot	ما شده ا	. ~ 41 <b>.</b> i. a. v				 ]		ا	
3.14 No. of linkages create	ea aurir	ig this y	year	None	!				
3.15 Total budget for rese	arch for	curren	t year in	lakhs: 0.8	6875	5 lacs			
From Funding agency	UGC		Fro	m Managen	nent	of Univer	sity/Coll	ege	
Total	0.868	75							
3.16 No. of patents received	ed this	year	Type	of Patent			Nu	mber	
			Nationa	.l	_	applied Propted			
None			т.	• 1	_	Franted Applied			
			Internat	nonal	_	ranted			
			Comme	ercialised	Α	applied			
			Comme	7010115CU	C	ranted			

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year: None

Total	International	National	State	University	Dist	College

who are Ph. D. Guides	None None		
3.19 No. of Ph.D. awarded by faculty from the Ir	nstitution None		
3.20 No. of Research scholars receiving the Fello	owships (Newly enrolled + ex	xisting ones): None	
JRF SRF	Project Fellows	Any other	
3.21 No. of students Participated in NSS events:	None		
	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: None			
	University level	State level	
	National level	International level	
3.24 No. of Awards won in NCC: None			
	University level	State level	
	National level	International level	
		'	

3.25 No. of Extension activities organized							
University forum College forum							
NCC	none	NSS	none	Any other	none		

- 3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility
  - Department of Botany undertook project on local medicinal plant survey which significantly contributed in community awareness and institutional social responsibility.

#### 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 (sq. mts.)	4141.82	423	UGC+College	961.82
Class rooms	26	09	UGC+ College	
Laboratories	08	00		
Seminar Halls	00	00		
No. of important equipments purchased (1-0 lakh) during the current year.	06	00	UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)	16,84,983/-	00	UGC	
Others				

- 4.2 Computerization of administration and library
  - Computerization of cash section-CAS(Collage Automation Software)
  - Implementation of LAN
  - Upgrading of college website
  - Computerization of publication of merit list
  - Installation of BSNL broadband facility

## 4.3 Library services:

	Existing		Newly	added	Total	
	No.	Value	No.	Value	No.	Value
Text Books	10486		594		11080	
Reference Books	00		00		00	
e-Books	00		00		00	
Journals	01		00		01	
e-Journals	00		00		00	
Digital Database	00		00		00	
CD & Video	00		00		00	
Others (Book Bank)	1008		09		1017	

## 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing			Library	Library			06	
Added						01	17	
Total								

	Existing			Library	Library			06	
	Added						01	17	
	Total								
4.5 (		nternet access, on (Networking			students and	l any othe	r programme	for techno	ology
	None								
4.6	Amount spe	ent on mainten	ance in lakhs	:					
	i) ICT			NIL					
	ii) Camp	us Infrastructu	re and facilitie	es 270	60				
	iii) Equipr	ments		693	40				
	iv) Others								
			Total	964	00				

#### Criterion - V

## 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Student- support programmes are conducted and the notifications are posted on notice-boards, website and circulated in classrooms.

5.2 Efforts made by the institution for tracking the progression

The student progression is regularly tracked by comparative monitoring of their performances in mid-term tests, class tests and selection tests.

The teachers counsel the students on academic and personal issues to overcome their drawbacks

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3899			

(b) No. of students outside the state

00

(c) No. of international students

00

Men

No	%
00	00

Women

No	%
00	00

Last Year (2012-2013)					This Year (2013-2014)						
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3079	444	37	00	00	3560	3009	590	7	240	3	3899

Demand ratio: 1:3

Dropout %:

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

The college had conducted coaching classes to help students to prepare for competitive exams like TET, SET, WBCS, SSC, IBPS, Railway Service etc.

No. of students beneficiaries

147

5.5 No. of studer	nts qualifie	d in these ex	amination	s: Data	not maii	ntained		
NET		SET/SLET		GATE		CAT		
IAS/IPS etc		State PSC		UPSC		Others		
5.6 Details of stu	ident coun	selling and ca	areer guid	ance			_	
		tion Skills an e college for					а,	
No. of st	tudents ber		74					
		Оп сатр	ous			Of	f Campus	
Numb Organiz Visi	zations	Number of Particip		Number Students P		Number o	of Students F	Placed
5.8 Details of ge	nder sensit	ization progr	rammes					
5.9 Students Ad	ctivities							
5.9.1 No. 0	of students	participated	in Sports,	Games and	other ev	/ents		
State	e/ Universi	ty level N	A Na	tional level	NA	Interna	ational level	NA
No. o	of students	participated	in cultura	events				
State	/ Universi	ty level N	A Na	tional level	NA	Interna	ational level	NA
5.9.2 No.	of medals /	awards won	by studen	ts in Sports,	Games	and other e	events	
Sports: Stat	e/ Univers	ity level N	IA Na	ntional level	NA	Intern	ational level	I NA
			_			7		
Cultural: Stat	e/ Universi	ity level N	A Na	tional level	NA	Intern	ational level	I NA

#### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	30	54,200/-
Financial support from government	Nil	Nil
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

#### 5.11 Student organised / initiatives

Fairs : State/ University level	NA	National level	NA	International level	NA
Exhibition: State/ University level	NA	National level	NA	International level	NA
5.12 No. of social initiatives under	taken by	the students	NA	]	

- 5.13 Major grievances of students (if any) redressed:
  - ➤ Lack of proper toilet facilities
  - Constraints in accessing library books
  - ➤ Lack of proper common room
  - > Lack of proper drinking water facilities
  - Lack of dustbin in the college

#### Criterion - VI

## 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

**Our Vision**-Our vision is to impart education that enables women to be empowered and possess a strong attitude, intellect towards life. To empower women from all sections of society through holistic education based on academics. To instill in our students moral values, discipline and dynamism along with imparting quality education and to sustain the rich legacy of excellence of the college.

**Our Mission-**Our mission is to impart quality education to women students from backward classes and first generation learners from economically challenged backgrounds, of this semi-urban society of the college thereby encouraging inclusive growth. To provide an ambience that makes our students ethically strong and professionally competent and, thereby, contributing to a healthy and prosperous society.

To encourage innovative thinking and creativity and inculcate research skills in our students through undertaking data based projects from the surrounding locality. To optimize the use of available infrastructure for sustained development of the college. To supplement and enrich the existing curriculum through seminars and extension lectures by eminent scholars. To adequately assess and address the special needs of backward students like 1st generation Learners through the implementation of special tutorial & Remedial Programmes. To encourage greater participation of students in various academic, cultural, social ,Political other activities and to develop healthy co-curricular and extracurricular activities.

#### 6.2 Does the Institution has a management Information System

The college ensures effective information system through

- i) Student feedback system
- ii) Grievance redressal cell
- iii) Equal representation of teaching, non-teaching staff, student and society in the Governing Body
- 6.3 Quality improvement strategies adopted by the institution for each of the following:

#### 6.3.1 Curriculum Development

NA

#### 6.3.2 Teaching and Learning

The College promotes learner-centric education approach through appropriate methodologies like providing an Academic Calendar, interactive instructional techniques, debates, projects, presentations, field work, surveys, experiments and practical classes which facilitates effective learning outcome. Library facilities are available

#### 6.3.3 Examination and Evaluation

Mid-term examination & Class Selection Tests for 1<sup>st</sup> year, 2<sup>nd</sup> year and 3<sup>rd</sup> year

#### 6.3.4 Research and Development

5 teachers attended Refresher course, one of the faculty was involved in Minor Research Project, one of the faculty went to winter school and attended and workshop.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- The library added 594 new books to its stock
- 9 books were newly added to the book bank
- > The departments individually upgraded the departmental libraries

#### 6.3.6 Human Resource Management

- ➤ Each and every non-teaching staffs were assigned specific duties regarding accounts, cash collection, results and other administrative issues.
- > Teachers regularly take classes and carry out other their stipulated duties.
- > Constant monitoring is done about progress of work and feed back taken from students and other stakeholders

#### 6.3.7 Faculty and Staff recruitment

NA

	6.3.8 Industry	Interaction / Col	laboration			
	NA					
6.3.9 A	Admission of Studen	ts				
	Students are adm	itted strictly as o	on merit basis. To	tal 1571 studen	ts were admitte	d.
6.4 Wel	fare schemes for	Teaching  Non teaching	-	e, loans from Prov e, loans from Prov		
		Students	-	os, Welfare fund a		
					_	
65 Tota	al compus fund conomi	otod				
0.3 1012	al corpus fund gener	ated				
6.6 Whe	ether annual financia	al audit has been	done Yes	Y No		
6.7 Whe	ether Academic and	Administrative A	Audit (AAA) has	been done?		
	Audit Type	Ext	ernal	Inter	rnal	
		Yes/No	Agency	Yes/No	Authority	
	Academic	No		No		
	Administrative	No		No		
6.8 Doe	s the University/ Au	tonomous Colleg	ge declares result	s within 30 days	?	
	Fo	or UG Programm	nes Yes	No 🗸		
					1	
	Fa	or PG Programm	es Yes	No No	1	
	10	n i O i iogiannii				
6.9 Wha	at efforts are made b	v the University	/ Autonomous Co	llege for Exami	nation Reforms?	?
	NA					
	IVA					
L						
6.10 Wł	nat efforts are made	by the University	y to promote auto	nomy in the affi	liated/constitue	it colleges?
	NA					

6.11 Activities and support from the Alumni Association

NA

6.12 Activities and support from the Parent – Teacher Association

Parent feedback facilitates curriculum design for student benefit

6.13 Development programmes for support staff

Administrative staffs were upgraded and trained in computer operations and internet facilities

- 6.14 Initiatives taken by the institution to make the campus eco-friendly
  - Planting of saplings and potted plants in the college premises
  - > Reuse of papers, packing boxes, plastics etc.
  - ➤ Use of CFL
  - > Economic usage of electricity
  - Prevention of wastage of water
  - Proper disposal of waste

#### **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.
  - Functional website of the college initiated
  - Computerisation of administrative work
- 7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year
  - ➤ Prevention of CO₂ emission in the college premises
  - > Ban on use of coal in canteen and usage of LPG
  - > Installation of CFL
  - > Laboratories are fitted with exhaust fans
  - > To check wastage of electricity

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

- Extension of financial support to the meritorious and economically challenged students.
- Providing remedial classes to SC, ST and Minority students.
- Providing tutorial classes to slow learners.

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

- 7.4 Contribution to environmental awareness / protection
  - Classrooms are well lit and ventilated
  - ➤ Prevention of CO<sub>2</sub> emission in the college premises
  - > Ban on use of coal in canteen and usage of LPG
  - Installation of CFLs
  - Proper disposal of chemical wastes from Chemistry laboratory and biological wastes from Zoology and Botany laboratories
  - Potted plants are placed along staircases and corridors
- 7.5 Whether environmental audit was conducted? Yes No No
- 7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)
  - ➤ Generation of environmental awareness among the students.
  - Organisation of seminars and lectures on contemporary environmental issues
  - Poster presentation by students on current environmental topics
  - Documentation of local floral and faunal diversity

#### 8. Plans of institution for next year

i)Expansion and upgradation of new campus.

li)Creation of ICT room. Advanced culture room in Botany department and a research centre in the Chemistry department.

iii) Beautification and cleanliness of the campus.

Name: Jilkod Mamun Name: Dr. Lana Mukhopadhyay

Signature of the Coordinator, IQAC

Filked Manum

Signature of the Chairperson, IQAC

Lana Mukhopadhyay

#### **ANNEXURE I**

## Best Practice-1: Empowerment of Women through Quality Education. Goals

The college engages in women's empowerment through education practices with the following objectives:

- ➤ To enable students to appreciate and understand the essential role played by women in society and the work force.
- > To assess the needs of economically challenged students and first generation learners and help them to achieve their academic goals.
- > To understand and address through counselling both academic and financial problems faced by the students.
- > To create a friendly and conducive learning environment for the students.
- ➤ To provide moral support to students from repressed and emotionally unstable environments.
- > To motivate students to perform better through prizes and scholarships.

#### The context

We believe that education is the most important tool for women's empowerment. Educating a woman is equivalent to educating a family, and consequently the entire nation. Women have a significant contribution in the present workforce. Even as homemakers, they play an essential role in educating their children and giving them a firm moral foundation. The college acknowledges the greater responsibility associated with women's education and makes utmost effort not only to create an environment conducive to learning for all the students, but also to equip them with moral values and skills which will support and sustain them throughout life. As women from economically weaker sections of the society confront greater difficulties in pursuing higher education, various supports is extended to them to realize their potential and fulfil their dream of establishing themselves as valuable members of society through quality education.

#### The Practice

The college takes the following steps towards the empowerment of women:

- > Our college extends financial support to meritorious but economically disadvantaged students in the form of tuition fee concessions (full/partial). Although free studentships are mostly granted on merit-cum-means basis, the conditions are relaxed for students who do not fulfil the criteria of merit but will be unable to continue their education without financial aid. The college maintains a Students' Aid Fund, Students' Welfare Fund and Principal's Fund to render financial assistance to needy students.
- > Students of the college incapable of paying University examination or excursion fees are supported by funds from college. The admission fees for meritorious but economically disadvantaged students are often paid from these funds. After admission, such students are immediately recommended for free studentship.
- > The Students' Welfare Cell provides support on academic matters. They are encouraged to complete their education and become self-reliant.
- ➤ Besides this, the students regularly seek personal advice on academic and psychological matters from the teachers of their departments. The teachers frequently remain after college hours to provide such counselling.
- ➤ The college also has a relaxed attendance policy for students who need to work to support their families. The teachers also lend their maximum support to such students.

- > The Students' Health Home provides a whole range of medical facilities to our students at subsidised rates.
- ➤ The college has a healthy mix of students from all communities and backgrounds that learn to coexist and work together in harmony. This promotes a sense of national integrity.
- ➤ Remedial Coaching and special classes are organized regularly for the benefit of students from S.C., S.T. and minority communities and first generation learners
- ➤ The N.C.C. has been actively functioning in the college. It has been responsible in training the students in defence, fitness and team work. Our students have had the opportunity to participate in national level sports meets and camps.
- ➤ The college has instituted a large number of awards and scholarships for meritorious students, outstanding performers in sports and N.C.C. activities and those requiring financial assistance.

# Best Practice II: Sustained emphasis on co- and extra-curricular activities to stimulate all-round development

The college engages in several co-curricular activities and education practices with the following objectives:

- > To encourage the holistic development of students
- > To explore and bring to fruition the latent potential of each student and to provide an ambience for creative expression
- > To provide a platform which facilitates smooth transition from college campus to higher education or the professional sector
- > To provide optimum exposure to the cultural environment and develop a sense of cultural belonging
- > To promote goodwill and interaction among all students and teacher-student interaction
- > To inculcate the values of discipline and moral character
- > To expose the students to new ideas of research and development
- To develop leadership skills and organizational abilities

#### The context

The motto of our college is been "ASATO MA SADGAMAYA – TAMASO MA JYOTIRGAMAY", meaning, "Allow me to know my true identity, my true purpose of life – Let me enter light from darkness, enlighten me with knowledge from ignorance." With this objective in mind, every effort has been made by our college to tap the hidden potential in the students and inculcate good human values. Since its inception, the college has been tirelessly engaged in the task of creating a long and illustrious lineage of women achievers in every field of life. In order to achieve this purpose of all-round individual development, mere academic pursuit is not adequate. Therefore, alongside the curricular programmes, extracurricular activities have been designed to ensure their cultural and moral well being. The college considers it its duty to provide value -based education and life–skills which will help to create individuals who can not only adapt themselves easily to an ever-changing society but can also provide leadership and guidance when necessary.

#### The Practice

#### Co- and extra-curricular Activities:

The college has always believed that an all-round educational development can only take place through a holistic approach. In this context, the college has taken the following steps:

- ➤ The Fresher's Welcome is annually held in a 100% ragging-free environment. This is achieved by encouraging equal participation of the seniors and the new entrants in designing the programme. This fosters a strong bond between freshers and seniors and creates a friendly ambience.
- > The college upholds Indian tradition and heritage in all such events. In the present scenario of steadily degrading social values, our college has been able to maintain distinction with regards to the quality and nature of such programmes. A strict discipline is followed during these programmes. Active participation of teachers and their valuable guidance during the same also ensures meaningful achievements. These cultural programmes have been the platform where a lot of our students have discovered and realized their love for performing arts which they have pursued professionally later in their lives.
- ➤ The college organizes a number of extension lectures other than departmental activities and UGC sponsored seminars. The subjects of such lectures are carefully chosen so that they provide a unique exposure to new thoughts and developments in the frontier areas of research as a matter of academic interest. The students actively participate in such programmes and this enhances their leadership and organizational skills.
- ➤ The college regularly observes the birth and death anniversaries of personalities of national interest like freedom fighters, scientists, moral leaders, educationists, poets, writers etc. with a view to provide role models to the student community. Programmes are held regularly to celebrate Bhasa Dibas, Rabindra Jayanti, Baishe Srabon etc.
- > The literary talents of the students find expression in the annually published college magazine and the wall magazines of the different departments.

#### **Evidence of Success**

The quality education imparted by the college has resulted in it becoming one of the most sought after institutions for higher studies. This is reflected in the increased number of students admitted to the college each year. Over the years many students have benefitted from these practices and have been able to successfully complete their education as a result. Moreover, our efforts have also made it possible for many students to tackle their personal and emotional problems and rise above them to carve out their individual identity. Our college is proud to have as its alumni countless prominent figures in the fields of academics, literature, art and culture, politics, administration and law, sports. They have not only carved out a niche for themselves but have also upheld the name of the college by utilizing the opportunities given to them. Their exemplary achievements have brought honour and glory to the college and reaffirmed its faith in the best practices mentioned above.

The college has never seen an atmosphere of unrest or in-fighting among students and there has always been a healthy atmosphere of learning. Moreover, the teacher –student relationship in this college is such that the students always voice their thoughts and opinions without fear of being subdued. The college initiatives have produced socially responsible citizens who are equally aware of their moral and ethical ground as well as their civic rights. Through these value-based practices we uphold the views of Swami Vivekananda:

"Education is not the amount of information that is put into your brain and run riots there, undigested, all your life. We must have life building, man making, and character making assimilation of ideas. If you have five ideas and make them your life and character, you have more education than any man who has got by heart a whole library."

#### **Problems Encountered and Resources Required**

- > The primary constraint in the implementation of the practices mentioned above is the shortage of time and space and the timely detection of students' needs. The college functions in the morning hours and has to share classroom and laboratory space with Rishi Bankim Chandra College. This leaves us with limited time and space for teacher-student interaction and counselling. The college tries its best to overcome this problem by setting up two new campuses.
- ➤ The College has to contend with a growing number of students and shortage of staff. This severely impedes the much needed one-to-one interaction between teacher and student.