# The Annual Quality Assurance Report (AQAR) of the IQAC

# Part - A2014-2015 AQAR for the year 1. Details of the Institution RISHI BANKIM CHANDRA COLLEGE FOR WOMEN 1.1 Name of the Institution EAST KANTAL PARA 1.2 Address Line 1 NAIHATI Address Line 2 **NORTH 24 PARGANAS** City/Town WEST BENGAL State 743165 Pin Code rbccwomen@gmail.com Institution e-mail address 9432490530 Contact Nos. DR. LANA MUKHOPADHYAY Name of the Head of the Institution: Tel. No. with STD Code: 033-25801905 9432490530 Mobile: JILKOD MAMUN Name of the IQAC Co-ordinator:

Mol	bile:			943314519	02		
ΙQΔ	AC e-mail a	address:	1	rbccwomei	n@gmai	il.com	
1.3	NAAC Tra				WBC	DGN11701	
1.4	NAAC Ex	OR ecutive Commi	ttee No. &	z Date:			
1.5	Website ad	dress:		www	w.rbccw	omen.org	
Web-link of the AQAR:				http:	://rbccw	omen.org/AQA	R.html
1.6	Accreditati	on Details					
	Sl. No.	Cycle	Grade	CGPA	A	Year of Accreditation	Validity Period
	1	1 <sup>st</sup> Cycle	В			2004	2004-2009

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				
			II.	1	

1.7 Date of Establishment of IQAC :

25/03/2014

- 1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11submitted to NAAC on 12-10-2011)
  - i. AQAR 01/07/2013 to 30/06/2014 (DD/MM/YYYY)
  - ii. AQAR 01/07/2012 to 30/06/2013 (DD/MM/YYYY)
  - iii. AQAR 01/07/2011 to 30/06/2012 (DD/MM/YYYY)

1.9 Institutional Status									
University	State V Central Deemed	Private							
Affiliated College	Yes Vo No								
Constituent College Yes	No    \[  \]								
Autonomous college of UGC Yes No $\sqrt{}$									
Regulatory Agency approved Institution Yes $\boxed{\hspace{1cm}}$ No $\boxed{\hspace{1cm}}\sqrt{\hspace{1cm}}$									
(eg. AICTE, BCI, MCI, PCI, NCI)									
Type of Institution Co-education Men Women V									
Urban									
Financial Status Grant-in-aid $\sqrt{}$ UGC 2(f) $\sqrt{}$ UGC 12B $\sqrt{}$									
Grant-in-aid	l + Self Financing Totally Self-financi	ng 🔲							
1.10 Type of Faculty/Programme	<del></del>								
Arts V Science	Commerce Law PEI (Ph	nys Edu)							
TEI (Edu) Engineering	Health Science Managem	nent							
others (Specify)	ost Graduation in Directorate of Open & Dista ODL) under Kalyani University	ince Learning							
1.11 Name of the Affiliating Universi	ty (for the Colleges)  WEST BENG UNIVERSITY								
1.12 Special status conferred by Central/ State Government UGC/CSIR/DST/DBT/ICMR etc									
Autonomy by State/Central Govt	. / University NA								
University with Potential for Exc	ellence NA UGC-CPE		NA						

DST Star Scheme	NA	UGC-CE NA						
'								
UGC-Special Assistance	Programme	NA	DS	T-FIST	NA			
						<b>-</b>		
UGC-Innovative PG prog	grammes		NA	Any other (Specify	·)	NA		
Waa aan n		Г	NA					
UGC-COP Programmes	A ••	L	INA					
2. IQAC Composition and	Activities							
2.1 No. of Teachers			10					
2.2 No. of Administrative/Tec	chnical staff		01					
2.3 No. of students			02					
2.4 No. of Management repre	sentatives		03					
2.5 No. of Alumni			02					
2. 6 No. of any other stakeho	lder and	Γ	00					
community representativ	res	L						
2.7 No. of Employers/ Industr	rialists		00					
		Γ	02					
2.8 No. of other External Exp	erts	L	<u> </u>					
2.9 Total No. of members			20					
2.10 No. of IQAC meetings h	neld	:	07	_				
2.11 No. of meetings with var	rious stakehol	ders:	No.	Faculty	07			
Non-Teaching Staff	Students	01 A	Alumni 02	Others				
2.12 Has IQAC received any	funding from	UGC du	ring the year	? Yes No	V			
If yes, mention the	amount	Γ						

2.13 Seminars and Conferences (only	y quality relat	ted)
(i) No. of Seminars/Conference	es/ Workshop	s/Symposia organized by the IQAC : Yes
Total Nos. 1 Internatio	onal 0 Na	tional 0 State 0
Institution Level 1		
(ii) Themes Workshop on	n Certification	for NAAC
2.14 Significant Activities and contr	ibutions made	e by IQAC
	•	teachers. Preparation of ICT room and maintenance ching-learning system and examination system.
2.15 Plan of Action by IQAC/Outcom	me	
The plan of action chalked enhancement and the outcome achievable	-	IQAC in the beginning of the year towards quality d of the year *
Plan of Action		Achievements
1. Development of the new c	campus	Construction of the new central library and digital resource centre.
2. Development of infrastruct DODL under Kalyani Univer		Creation of a separate office for the DODL in the new campus
3. Upgradation of library with subscription to various journal libraries		Journal section and computer section maintained in the central library
* Attach the Academic Calen	dar of the yea	ar as Annexure.
2.15 Whether the AQAR was placed	l in statutory b	oody Yes  No √
Management S	Syndicate	Any other body
Provide the details of the	action taken	
none		

# Criterion - I

# 1. 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			
	(12  H + 2G)			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	14			
Interdisciplinary				
Innovative				

1.2 (i	i) Flexibility of the	ne Curriculum:	CBCS/Core/Elective	option /	Open o	options
--------	-----------------------	----------------	--------------------	----------	--------	---------

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	14

1.3 Feedback from stakeholders* Alumni V Parents V Employers  (On all aspects)	
Mode of feedback : Online Manual V 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	3.
N.A	
1.5 Any new Department/Centre introduced during the year. If yes, give details.	
URDU(Gen)	

#### Criterion - II

## 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
32	20	3	1(Principal)	02 –CWTT 06- PTT

2.2 No. of permanent faculty with Ph.D.

14

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

Asst. Professors		Associa Profess		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
	2								

2.4 No. of Guest and Visiting faculty and Temporary faculty

31	00	00	

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers	03	09	
Resource Persons			

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

The institution ensures regular use of multimedia technologies for student facilitation through use of PowerPoint presentations and slide shows, documentary shows etc. Use of computer in departmental laboratories and online resource is also encouraged.

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

NONE	

2.10 Average percentage of attendance of students

# 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)	258	00	3.48%	72%	22.48%	98%
BSc(HONS)	59	00	5%	76%	15%	96.61%
BA(GENERAL)	806	00	00	3.59%	58%	61.66%
BSc(GENERAL)	73	00	4.10%	35.61%	60.27%	100%

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

IQAC looks after provision of necessary modern facilities and latest equipments in laboratories and classrooms. Monitoring of teaching and learning process is done by self-appraisal books of teachers and feedback from students. IQAC also maintains regular evaluation system through the examination committee.

# 2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	02
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	02
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	05
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	22	12	01	
Technical Staff				

#### Criterion - III

#### 3. Research, Consultancy and Extension

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

The Research Committee functions under the IQAC for sensitising/promoting research climate in the college. Necessary assistance has been provided to the interested teachers to apply for research grants from sponsoring agencies. The committee monitors the progress of research work, and tries to resolve any difficulties faced in the course of pursuing research projects. The committee recommended that the faculties should be given infrastructural facilities by the College authority as required, according to the space available and the priority of the requirements. The committee recommends to the Governing Body the grant of Study Leave to complete Ph. D or post-doctoral work. The committee also gives guidelines to the faculty for applying Ph. D, M. Phil/FIP programme according to UGC norms. The committee encourages for research publications of the faculties and publishing a multidisciplinary annual journal by the college.

# 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NONE	NONE	NONE	NONE
Outlay in Rs. Lakhs				

# 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NA	NA	NA	1 (Applied)
Outlay in Rs. Lakhs				

## 3.4 Details on research publications

	International	National	Others
Peer Review Journals	4	8	0
Non-Peer Review Journals	0	7	16
e-Journals			
Conference proceedings	3	9	0
Books		1	
Chapter in books			4

5.5 Details on impact factor of publications
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Range	0.2 - 12.2	Average	3.94
h-index		Nos. in SCOPUS	

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	1 cur	runding rigency	Suiteronea	
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				

	(other than compulsor the University)	y by						
	Any other(Specify)							
	Total							
3.7	No. of books published		th ISBN No.	1 Chapters in	Edited E	Books 4		
2 0	No. of University Depa		ithout ISBN N					
3.0	No. of Offiversity Depa	ırtımem	s receiving run	ius Iroin : None				
	Ţ	UGC-S	AP	CAS		DST-FIST		
		DPE			∟ DRT	Scheme/fu	ınds -	
		DIL			DDI	Seneme, re		
3.9	3.9 For colleges : None Autonomy CPE DBT Star Scheme INSPIRE CE Any Other (specify)							
3.1	0 Revenue generated the	rough (	consultancy	NO	NE			
3.1	1 No. of conferences		Level	International	Nation	al State	University	College
	oning d by the Institution	_	Number					1
org	organized by the Institution		Sponsoring					
			agencies					College
3.1	2 No. of faculty served	as expe	erts, chairperso	ns or resource p	ersons	None		
3.13 No. of collaborations: None International National Any other								
3.1	5.14 No. of linkages created during this year None							

3.15 T	otal buc	lget for research	h for curren	ıt year i	n lakhs : Non	e			
Fro	m Fund	ing agency		From M	lanagement o	f Univ	ersity/Co	ollege	
Tot	al								
3.16 N	No. of pa	atents received	this year	Type	e of Patent			Number	
				Nation		Appl Gran		01	
		None		Intern	International		ied		
						Granted Applied			
					nercialised	Gran			
		search awards/ stitute in the ye	_	is rece	eived by facul	lty and	research	fellows	
	,			ı					
	Total	International	National	State	University	Dist	College	2	
		culty from the l  1. D. Guides	Institution		None				
		ts registered un	der them		None				
3.19 N	lo. of Ph	n.D. awarded by	y faculty fro	om the I	nstitution	_	No	one	
							140	one _	
3.20 N	lo. of Re	esearch scholar	s receiving	the Fell	owships (Nev	wly en	rolled +	existing ones): No	one
			SRF		t Fellows	j	Any oth		
	•	, Tu		110,00			Tiny ou		
2.21 N			4 1' NIGG		N				
		udents Participa		events:	None				
Unive	rsity lev	el St	ate level						
Nation	al level	In	ternational	level					
3.22 N	lo. of st	udents particip	ated in NC	C events	s:				
Univer	rsity lev	el St	ate level	Γ					
Nation	al level	In	ternational	level					
				L					
3.23 N	lo. of A	wards won in I	NSS: N	None					
					University	y level		State level	
					National 1	-		International lev	vel [

3.24 No. of Awards won in NCC:	None			
3.24 No. of Nwards won in Nee.				
	University	level S	tate level	
	National le	vel 01 Ir	nternational le	vel
3.25 No. of Extension activities organiz	ed			
University forum	College forum 04			
NCC 02	NSS 02	Any ot	her none	
3.26 Major Activities during the year in Responsibility	the sphere of extension	n activities and In	stitutional Soc	ial
_				
•				
•				
Criterion – IV				
4. Infrastructure and Learning Resou	ırces			
4.1 Details of increase in infrastructure	facilities:			
Facilities	Existing	Newly created	Source of Fund	Total
Campus area (sq. mts.)	4564.82			4564.82
Class rooms	32			
Laboratories	15			
Seminar Halls	2		UGC	
			+Govt.	
No. of important equipments purchas 0 lakh) during the current year.	sed ( 1-			

4.2 Computerization of administration and library

Value of the equipment purchased during the

year (Rs. in Lakhs)

Others

Principal's room has 2 laptops and 1 handycam, all-in-one printer.

Accounts department has 1 desktop, 2 printers

2 desktops are in server room. The office has 5 desktops and 7 printers

Library has 3 desktops and 3 printers. One computer has been bought in the library for the purpose of COSA.

# 4.3 Library services:

	Exis	Existing		added	Total	
	No.	Value	No.	Value	No.	Value
Text Books	11351		1310		12661	
Reference Books	00		56		56	
e-Books	00		00		00	
Journals	01		01		02	
e-Journals	00		00		00	
Digital Database	00		00		00	
CD & Video	00		15		15	
Others (Book Bank)	963		00		963	

# 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Other s
Existing								
Added	01		02(soft ware)					
Total								

4.5 Computer, Internet access	, training to teachers a	and students and an	y other programme	for technology
upgradation (Networkin	g, e-Governance etc.)			

None			

4.6 Amount spent on maintenance in lakhs:

i) ICT 70,000/-

ii) Campus Infrastructure and facilities 1,27,874/-

iii) Equipments 2,68,768/-

iv) Others 5,82,597/-

**Total:** 10,49,239/

## 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 college conducts a mid-term test apart from the selection test so that the student has to undergo a continuous process of evaluation and assessment.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3955	NA	NA	NA

(b) No. of students outside the state

00

(c) No. of international students

00

Men No %

Women

No	%
NA	

Last Year (2012-2013)							This Year (2013-2014)				
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST		Physically Challenged	Total
3186	607	45	219	06	4063	3053	516	149	236	01	3955

Demand ratio: 1:2

Dropout %:

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

Entry into Service Coaching

No. of students beneficiaries

16

5.5 No. of studer	its qualifi	ed in these exa	minatio	ns: Data	not maii	ntained				
NET		SET/SLET		GATE		CAT				
IAS/IPS etc		State PSC		UPSC		Others	<b>/</b>			
5.6 Details of stu	dent cour	nselling and ca	reer guid	lance						
There is a specific teachers' body to look after this project.  Counselling sessions are conducted by this guidance cell regularly.										
No. of st	No. of students benefitted									
5.7 Details of car	npus plac	ement: NA								
		On camp	us			0	Off Campus Number of Students Placed			
Numb Organiz Visi	ations	Number of S Participa		Number Students F		Number of Students Placed		aced		
5.8 Details of gen	nder sensi	tization progra	ammes							
5.9 Students Act	ivities									
5.9.1 No. 0	of students	s participated i	n Sports	, Games and	other ev	ents				
State	/ Universi	ity level \[	Na	ational level		Intern	ational level			
No. o	of students	s participated i	n cultur	al events						
State	/ Universi	ity level	Na	ational level		Intern	ational level			

5.9.2	No. of medals /awards won by students in Spo	orts, Games and other	events	
Sports	: State/ University level / National l	evel Inter	national level	
Cultura	ıl: State/ University level National l	evel Inter	national level	
5.10 Schol	arships and Financial Support			
		Number of students	Amount	
	Financial support from institution	137	23,570/-	
	Financial support from government	178	44,50,000/-	
	Financial support from other sources	03	5,400/-	
	Number of students who received International/ National recognitions	00	00	
	dent organised / initiatives			
Fairs	: State/ University level National le	evel Interr	national level	
Exhibition	: State/ University level National le	evel Interr	national level	
5.12 No.	of social initiatives undertaken by the students			
·	r grievances of students (if any) redressed: Lack f New Building	k of toilets which has	been redressed by	

#### Criterion - VI

# 6. Governance, Leadership and Management

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

Vision: i) Providing safe and ideal educational environment to its students and thereby decreasing the rate of drop-outs.

- ii) Providing professional coaching programmes for employment assistance.
- Iii) Providing education to the less enlightened sectors of society through remedial classes for SC/ST/OBC/Minority.

Mission: i) maximization of infrastructural resources for student benefit.

- ii) Maintaining regular academic practice and fair evaluation system
- iii) Introduction of farther honours courses in subjects like Physiology, Physics etc.
- iv) Introduction of masters in select subjects like Bengali and Chemistry.

## 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

Balanced distribution of syllabi is ensured through implementation of a central academic calendar.

#### 6.3.2 Teaching and Learning

Use of multimedia is encouraged in regular academic practice.

There is a programme of remedial classes for SC/ST/OBC/Minority.

#### 6.3.3 Examination and Evaluation

Mid-term examination, Regular class-tests, In-house projects

# 6.3.4 Research and Development

Teachers attend Orientation Programmes, Refreshers Courses and workshops organized by the Academic Staff Colleges. There are specific committees on research, publication and arrangement of seminars. Teachers attend different state level and international level seminars.

# 6.3.5 Library, ICT and physical infrastructure / instrumentation

i)Individual laboratories for Chemistry, Physics, Geography and Physiology.

- ii)Day-Care Centre, Students' Gym
- iii)Digital resource centre in central library
- iv)Proposed ICT room

## 6.3.6 Human Resource Management

Students are initiated in social activities through NSS. They are tutored on their duties and the value of discipline through NCC. Students are regularly involved in arrangement of programmes like annual sports meet, various cultural programmes, seminars etc.

There is a co-operative society that provides loans to teaching and non-teaching staff.

The college recruits guest lecturers for academic benefit.

Economic benefits like scholarships and free-ships are provided to needy students.

## 6.3.7 Faculty and Staff recruitment

The college recruits guest lecturers either against vacancy or against demand for academic facilitation. The same process is undertaken for non-teaching stuff as well.

## 6.3.8 Industry Interaction / Collaboration

There is no such collaboration at present.

#### 6.3.9 Admission of Students

A transparent admission process has been maintained by involving all teaching, non-teaching staff and thestudents union

#### 6.4 Welfare schemes for

Teaching	Group insurance, loans from
	Provident fund and Co-operative
Non teaching	Group insurance, loans from
	Provident fund and Co-operative
Students	Student free-ships, welfare fund and
	principal's fund, Kanyashree, post-
	matric scholarship

	Students		Student free-ships, welfare fund and principal's fund, Kanyashree, post-matric scholarship
6.5 Total corpus fund generated			
6.6 Whether annual financial aud	it has been done	Yes y	No

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

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

6.8 Does the University/ Autonomous College declares results with	nin 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?
N .A	
6.10 What efforts are made by the University to promote autonomy	in the affiliated/constituent colleges?
N.A	
6.11 Activities and support from the Alumni Association	
Regular feedback and assistance in institutional activities	
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
	Computer training sessions are arranged for teaching and non-teaching staff.
6.14	Initiatives taken by the institution to make the campus eco-friendly
	The NSS unit takes cleanliness drives in the campus for maintaining cleanliness in the campus.
Crite	erion – VII
7. <u>Inn</u>	ovations and Best Practices
	nnovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.
	Digital resource centre in the central library.
	Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year
	Fire extinguishers and water filters are fitted in the new campus for safe and healthy campus. Eco-friendly fittings like exhaust fans and tube lights and CFL bulbs are fitted. Offices for NSS,NCC and DODL are created in the new building.
7.3 0	Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)
	Financial support is extended to needy students for their benefit.
	Remedial classes are arranged for SC/ST/OBC/Minority students.
	Special tutorial classes are arranged for less proficient students.
l	<u> </u>

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

7.4 Contr	ribution to environmental awareness / protect	ction		
	Classrooms are regularly cleaned and main Adequate dustbins are strategically placed in			
7.5 Whet	ther environmental audit was conducted?	Yes	No J	

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

Environmental awareness is created among the students through the study of environmental studies (a compulsory subject). Student seminars and special demonstration sessions are regularly arranged. Students are encouraged in publishing wall-magazines and departmental magazines as well. Departments like Botany and Zoology arrange excursions to create awareness about local flora and fauna.

## 8. Plans of institution for next year

Filked Marrin

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) Museum cum exhibition display boards on culture of Bengal in Bengali department.

Name: Jilkod Mamun Name: Dr. Lana Mukhopadhyay

Signature of the Coordinator, IQAC Signature of the Chairperson, IQAC

Kana Mukhobadhyay

#### **ANNEXURE 1**

# **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

#### Goals

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 couselling. 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.