

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

2013-2014

I. Details of the Institution

1.1 Name of the Institution

RISHI BANKIM CHANDRA COLLEGE FOR WOMEN

1.2 Address Line 1

EAST KANTAL PARA

Address Line 2

NAIHATI

City/Town

NORTH 24 PARGANAS

State

WEST BENGAL

Pin Code

743165

Institution e-mail address

rbccwomen@gmail.com

Contact Nos.

033-25801905

Name of the Head of the Institution:

DR. LANA MUKHOPADHYAY

Tel. No. with STD Code:

033-25801905

Mobile:

9432490530

Name of the IQAC Co-ordinator:

JILKOD MAMUN

Mobile:

9432490530

IQAC e-mail address:

rbccwomen@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879) WBC0GN11701

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

www.rbccwomen.org

Web-link of the AQAR:

http://rbccwomen.org/AQAR.html

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B		2004	2004-2009
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

25/03/2014

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 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 Activities

2.1 No. of Teachers

08

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

0

2.4 No. of Management representatives

01

2.5 No. of Alumni

0

2.6 No. of any other stakeholder and
community representatives

0

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

0

2.9 Total No. of members

10

2.10 No. of IQAC meetings held

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

2.14 Significant Activities and contributions made by IQAC

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. Development and expansion of the new campus	2 nd and 3 rd floor added in the new building. Purchase of new building for Zoology Department
2. Introduction of DODL under Kalyani University	Post Graduation Courses introduced in ENGLISH, BENGALI, HISTORY and EDUCATION
3. Renovation and upgradation of office	Purchase of new office equipments

* 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

Part – B

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			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	14			
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 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.

N.A

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

NO

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)	CWTT-03 PTT-07

2.2 No. of permanent faculty with Ph.D.

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
		3								

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	4	2
Presented papers	12	11	2
Resource Persons	0	0	0

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

College has organised seminars by students and use of ICT in various departments like Use of power-point presentations for teaching. Use of internet facilities in the library.

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

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

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

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 appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A HONOURS	240	0%	0.004%	89%	9%	99%
B.SC HONOURS	71	0%	7%	29.5%	18%	55%
B.A General	725	0%	0%	12%	49%	61%
B.Sc General	71	0%		37%	12%	55%

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

The IQAC ensures that classrooms and laboratories are equipped with necessary modern facilities and latest equipments. Monitoring of teaching and learning process is done by self-appraisal books of teachers and feedback from students. The examination committee under IQAC monitors the evaluation process

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	3
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	2
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	5
Others	0

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		
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	N A	N A	N A	N A
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	6	1	
Non-Peer Review Journals		3	23
e-Journals			
Conference proceedings	2	14	8

3.5 Details on Impact factor of publications:

Range Average 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				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				

Students research projects <i>(other than compulsory by the University)</i>				
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					1
Sponsoring agencies					College

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

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	

	Granted	
Commercialised	Applied	
	Granted	

3.16 No. of patents received this year

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 State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities 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.)	1956.69			1956.69
Class rooms	17	15		
Laboratories	10	5		
Seminar Halls	1	1	UGC +Govt.	
No. of important equipments purchased (1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Principal's room has 4 laptops and 1 handycam, 1 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.
Cash intake from students has been facilitated by College Automation Software.
Implementation of LAN. College website is maintained. Broadband service is available in the office.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	11080		271		11351	
Reference Books						
e-Books						
Journals	01		01		02	
e-Journals						
Digital Database						
CD & Video						
Others (specify) Book Bank	963		0		963	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	35					8	24	3(Principal's Room)
Added								
Total	35					8	24	3

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

4.6 Amount spent on maintenance in lakhs :

i) ICT	
ii) Campus Infrastructure and facilities	
iii) Equipments	
iv) Others	
Total :	

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Details of any student- support programme are posted on notice-boards, website and circulated in classrooms

5.2 Efforts made by the institution for tracking the progression

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
4063			

(b) No. of students outside the state

0

(c) No. of international students

0

Men	No	%	Women	No	%

Last Year (2012-2013)						This Year (2013-2014)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3009	590	57	240	03	3899	3186	607	45	219	06	4063

Demand ratio 1:1.6 Dropout % : 21%

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

No. of students beneficiaries

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

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

NONE

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	60	Rs.21740/-
Financial support from government	436	
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: Lack of toilets which has been redressed by building of New Building

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Our Vision–“We want that education by which character is formed, strength of mind is increased, the intellect is expanded, and by which one can stand on one’s own feet” – by Swami Vivekananda – This is our first and most important vision To empower women from all sections of society through holistic education centered on academics. To instill in our students moral values, discipline and dynamism along with imparting quality education. To sustain the rich legacy of excellence of the college.

Our Mission-To cater to the ever-increasing need for women’s education in West Bengal. 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 extra- curricular activities.

6.2 Does the Institution has a management Information System

No

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 and Test examinations are held regularly. Departments also conduct class tests.

6.3.4 Research and Development

Teachers attend Orientation Programmes, Refreshers Courses and workshops organized by the Academic Staff Colleges. Paper presentations at conferences and seminars are encouraged

6.3.5 Library, ICT and physical infrastructure / instrumentation

The Main Library of the college is spacious, well lighted and has adequate reading room facilities. It has a stock of more than 13,000 books and various important journals.
Departments offering Honours subjects have well-stocked individual

6.3.6 Human Resource Management

There is delegation of duties to all teaching and non-teaching staff. Constant monitoring is done about progress of work and feed back taken from students and other stakeholders

6.3.7 Faculty and Staff recruitment

Contractual teachers, guest lecturers and non-teaching staff to fill shortage of man-power.

6.3.8 Industry Interaction / Collaboration

None

6.3.9 Admission of Students

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

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	No		No	
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?

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

6.12 Activities and support from the Parent – Teacher Association

6.13 Development programmes for support staff

None

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

The NSS takes the initiative of maintaining campus cleanliness.

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.

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

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

REFER ANNEXURE 1

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

7.4 Contribution to environmental awareness / protection

7.5 Whether environmental audit was conducted? Yes No

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

Strength: Situated at Naihati and well connected to all parts of the 24 Parganas North, through different modes of public transport like bus, train etc. Healthy teacher-student atmosphere. Only girls' college serving northern part of 24 Parganas (N) district.

Weakness: Constraint of space for expansion of our college activities

Opportunity: Students are encouraged to broaden their knowledge and develop their communication skills through various facilities like the library, seminars, extension lectures and extra-curricular activities like NCC and NSS

Threats: Development of technical institutions has led to paucity of quality students. Poor language skills of students are an impediment to good results

8. Plans of institution for next year

Introduction of online system of admissions. Expansion and upgradation of new campus. Introduction of Urdu (General) course in the next session.

Name: Jilkod Mamun



Signature of the Coordinator, IQAC

Name : Dr. Lana Mukhopadhyay



Signature of the Chairperson, IQAC

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 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 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 Sraon etc.
- The literary talents of the students find expression in the annually published college magazine and the wall magazines of the different departments.