

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

2015-2016

1. 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.

9432490530

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:

9433145192

IQAC e-mail address:

rbccwomen@gmail.com

1.3 NAAC Track ID

WBCOGN11701

OR

1.4 NAAC Executive Committee No. & Date:

1.5 Website address:

www.rbccwomen.org

Web-link of the AQAR:

<http://rbccwomen.org/AQAR.html>

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 :

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 2010-11 submitted 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 Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify) 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 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 UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held : 10

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 : Yes

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 of the new campus	Construction of the new central library and digital resource centre.
2. Development of infrastructure for DODL under Kalyani University	Creation of a separate office for the DODL in the new campus
3. Upgradation of library with subscription to various journals and e-libraries	Journal section and computer section maintained in the central library

* 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

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 DODL	1			
Total	15			1

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.

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		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
		4								

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	02	00	02
Presented papers	06	08	00
Resource Persons	00	00	01

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

Special interactive classes and multimedia sessions are encouraged. Students are encouraged to participate in publishing the departmental journals, bulletins and wall magazines.

2.7 Total No. of actual teaching days during this academic year 250

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

2.10 Average percentage of attendance of students 60%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA(HONS)	263	00	7.99%	65.78%	11.02%	95.05%
BSc(HONS)	69	00	7.24%	73.91%	5.79%	89.85%
BA(GENERAL) BSc(GENERAL)						

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

IQAC facilitates student-teacher interface via feedback forms and grievance cell. It encourages teachers in research activities as well as in organizing seminars and workshops.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
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	00
Summer / Winter schools, Workshops, etc.	00
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	00	09
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 promoting research environment inside the college. The committee encourages and tries to give necessary assistance to the interested teachers. The committee also gives guidelines to the faculty for applying Ph. D under 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	NONE	NONE	NONE	NONE
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	1	6	8
Non-Peer Review Journals	0	2	8
e-Journals			
Conference proceedings	4	5	8

3.5 Details on Impact factor of publications:

Range	0.17-1.08	Average	0.63
h-index		Nos. in SCOPUS	

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				

Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other (Specify)				
Total				

3.7 No. of books published

i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from : NONE

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

3.9 For colleges : NONE 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 Number	International	National	State	University	College
					1
Sponsoring agencies					College

3.11 a. Departmental Seminar

College Level Number	International	National	State	University	College
14					14

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

3.13 No. of collaborations: NONE International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : NONE

From Funding agency From Management of University/College
Total

3.16 No. of patents received this year

NONE

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

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

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

NONE

NONE

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

NONE

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) : NONE

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events: 85

University level State level College 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:

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

SL NO	NAME OF THE PROGRAMME	DETAILS OF THE PROGRAMME	NO OF VOLUNTEERS PRESENT/OTHER RELEVANT DETAILS
1	AIDS AWARENESS PROGRAMME	ORGANISED ON 1 ST OF DECEMBER 2015, JOINTLY WITH DEPARTMENT OF PHYSIOLOGY	115 VOLUNTEERS AND OTHERS WERE PRESENT
2	HEALTH CAMP	ORGANISED BY " HEALTH UNIT " OF R.B.C.COLLEGE FOR WOMEN ON 6 TH OF JANUARY 2016	7 NSS VOLUNTEERS WERE ATTEND THE PROGRAMME
3	PROGRAMME ON "NATIONAL YOUTH DAY " AS VIVEKANANDA 'S BIRTHDAY	ORGANISED BY NSS UNIT ON 11 OF JANUARY 2016 AT 10.30 A.M ON WARDS IN ROOM NC 10	34 VOLUNTEERS WERE PRESENT
4	TOWARDS INFORMATION LITERACY : USER AWARENESS PROGRAMME	ORGANIZED BY CENTRAL LIBRARY ON 13-01-2016	RESOURCE PERSON FROM KALYANI UNIVERSITY , WEST BENGAL, ALL FACULTIES AND STUDENTS
5	OBSERVANCE OF REPUBLIC DAY	ORGANISED ON 26 TH OF JANUARY 2016	19 VOLUNTEERS WERE PRESENT
6	WORKSHOP OF SEBI (SECURITIES AND EXCHANGE BOARD OF INDIA)	ORGANISED BY SEBI & RISHI BANKIM CHANDRA COLLEGE FOR WOMEN ON 3 RD OF FEBRUARY, 2016	ORGANISED BY SEBI & RISHI BANKIM CHANDRA COLLEGE FOR WOMEN
7	CANCER AWARENESS PROGRAMME	ORGANISED BY NSS UNIT ON 5 TH OF FEBRUARY 2016 .SPEAKER- ATANU BHATTACHARYA (RADIATION ONCOLOGIST)	108 VOLUNTEERS AND STUDENTS WERE PRESENT
8	WORKSHOP ON SEXUAL HARASSMENT	ORGANISED ON 9 TH OF FEBRUARY 2016, JOINTLY WITH ANTI SEXUAL HARASSMENT CELL & NSS UNIT OF R.B.C.COLLEGE FOR WOMEN	75 NSS VOLUNTEERS WERE PRESENT

9	FREE HEALTH CHECK-UP CAMP	ORGANISED BY NSS UNIT OF R.B.C.COLLEGE FOR WOMEN IN COLLABORATION WITH THE LIONS CLUB (NAIHATI) AT DHANKAL SHARDAPALLY KACHRAPARA ON 19 TH OF FEBRUARY 2016	9 NSS VOLUNTEERS WERE PRESENT AND 70 LOCAL RESIDENT WERE PARTICIPATED AND BENEFITED
10	WOMENS HEALTH AWARENESS PROGRAMME	ORGANISED BY NSS UNIT & IN COLLABORATION WITH WOMENS CELL OF R.B.C .COLLEGE FOR WOMEN ON 19 TH OF FEBRUARY	5 NSS VOLUNTEERS OF R.B.C .COLLEGE FOR WOMEN WERE PARTICIPATED & 20 LOCAL WOMEN WERE PARTICIPATED
11	THALASSAEMIA GROUP DETECTION	ORGANISED NY NSS UNIT OF R.B.C.EVENING COLLEGE ON 11 TH OF MARCH 2016	5 NSS VOLUNTEERS OF R.B.C.COLLEGE FOR WOMEN WERE PARTICIPATED THE PROGRAMME
12	AWARENESS PROGRAMME ON ILL-EFFECTS ON FIRE-WORKS AND UPKEEP OF CLEAN ENVIRONMENT BY THE ORDER OF UGC	ORGANISED ON 14 TH OF MARCH 2016 AT ICT ROOM WITH COLLABORATION OF ENVIRONMENT SCIENCE DEPARTMENT	85 STUDENT & VOLUNTEERS WERE PRESENT
13	HUMAN RIGHTS AWARENESS PROGRAMME	ORGANISED ON 29 TH OF MARCH 2016, IN COLLABORATION WITH "HUMAN RIGHTS AWARENESS CELL" & NSS UNIT OF R.B.C.COLLEGE FOR WOMEN AT ICT ROOM. SPEAKER- PALLAV MUKHAPADHAYA OF WBSU, DEPT OF JOURNALISM	69 VOLUNTEERS WERE PRESENT

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.)	4564.82			4564.82
Class rooms	32			
Laboratories	15			
Seminar Halls	2		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

The college administration software including Office Module (Daily Cash Collection from Student, Maintain students data) and Accounts Module already installed and work properly. One computer has been bought in the Library for the purpose of KOHA.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	12661		545		13206	
Reference Books	56		9		65	
e-Books	N-List		00		00	
Journals	02		01		03	
e-Journals	N-List		00		00	
Digital Database	00		00		00	
CD & Video	15		0		15	
Others (Book Bank)	963		00		963	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing						7	6	
Added	04		01(software)				Library-2 Chemistry-1	
Total								

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

02

4.6 Amount spent on maintenance in lakhs :

i) ICT	21,800/-
ii) Campus Infrastructure and facilities	4,14,773/-
iii) Equipments	18,975/-
iv) Others	2,63,851/-
Total :	7,19,399/-

Criterion – V**5. Student Support and Progression****5.1 Contribution of IQAC in enhancing awareness about Student Support Services**

Student support services are intimated via prospectus and regular circulation of notifications in the classes. All important notifications and announcements are also posted in the college website. IQAC maintains smooth functioning of student support mechanisms through different committees.

5.2 Efforts made by the institution for tracking the progression

Mid-term tests and in-house projects are done compulsorily for tracking in-house progress apart from selection tests for university examinations.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3728	NA	NA	NA

(b) No. of students outside the state

00

(c) No. of international students

00

Men	No	%	Women	No	%
	NA			3728	100

Last Year (2012-2013)						This Year (2013-2014)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3053	516	149	236	01	3955	2782	596	43	307	02	3728

Demand ratio : 1:2

Dropout % :

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

A workshop on functional and communicative English on 17.03.2016.

No. of students beneficiaries

5.5 No. of students qualified in these examinations : Data not maintained

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

There is a specific committee to look after this aspect.

No. of students benefitted

5.7 Details of campus placement: NA

<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

Sexual harassment awareness programme on 09.02.2016.
Anti-ragging awareness programme in August, 2015 and January, 2016.

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	49	15,425/-
Financial support from government (Kanyashree)	395	9,875,000/-
Financial support from other sources(Principal's fund)	07	9,200/-
Number of students who received International/ National recognitions	00	00

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:

Complaints of lack of drinking water and of poor sanitation facilities has been addressed by installation of aquaguard water purifiers and building toilets in every floor of the new complex. Fire extinguishers are also installed in the new campus for student safety purposes.

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Our Vision- Empowerment of women from all sections of society through holistic education centred on academics. Our vision aims to inculcate moral values, discipline and dynamism in our students coming from a semi-urban society and to produce students capable of standing up to the challenges of society.

Our Mission:

1. -To cater to the ever-increasing need for women's education .
2. To impart quality education to women students from backward classes and first generation learners from economically challenged backgrounds thereby encouraging inclusive growth.
3. To provide an ambience that makes our students ethically strong and professionally competent and, thereby, contributing to a healthy and prosperous society.
4. To encourage innovative thinking and creativity and inculcate research skills in our students through projects and educational tours.
5. To optimize the use of available infrastructure for sustained development of the college.
6. To supplement and enrich the existing curriculum through seminars and extension lectures by eminent scholars.
7. To adequately assess and address the special needs of backward students like 1st generation Learners through the implementation of special tutorial & remedial Programmes To introduce Honours courses like Physics and Education.
8. To introduce Post-Graduation courses in select subjects like Bengali and Chemistry.
9. We also aim to provide professional training courses for career and soft skills development.

6.2 Does the Institution has a management Information System

The college maintains a database of all students admitted to the college through software developed for this purpose. Online admission system has been introduced. We also have a student feedback system, grievance redressal cell for obtaining information

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

6.3.1 Curriculum Development

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. The ICT room has been provided for use of multi-media for teaching-learning purpose.

6.3.3 Examination and Evaluation

Mid- term and Test examinations are held regularly. Departments also conduct class tests and in-house projects

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. Specific committees for research, publication and arrangement of seminars also look after this aspect

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. It also acts as a Digital Resource Centre.

Departments offering Honours subjects have well-stocked individual seminar libraries for the use by their Honours and General students.

An ICT room has been provided at disposal of teachers and students for using multi-media inteaching-learning.

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 other casual 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. Online admission system has been introduced.

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

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

Regular feedback and assistance in institutional activities

6.12 Activities and support from the Parent – Teacher Association

Parents' feedback ensures that we try to incorporate their suggestions when and wherever possible

6.13 Development programmes for support staff

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

The NSS unit undertakes cleanliness drive in the college by providing garbage bins and beautification of the college by introducing potted plants in the campus

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.

OPAC (Online Public Access Catalogue) has been introduced in the Library.
Institutional repository Future Plan .
Gym has been introduced by the college for the students.

7.2 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.
Career counselling and placement cell has been quite active during this period.

7.3 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.

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

7.4 Contribution to environmental awareness / protection

Classrooms are regularly cleaned and maintained. Perfect sanitation is maintained in toilets.
Adequate dustbins are strategically placed in the campus for waste management.

7.5 Whether environmental audit was conducted? Yes No

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

- i) Purchasing new plot for college upgradation.
- ii) Introducing new honours courses.
- iii) New Buildings to be purchased for the expansion of college.

Name: Jilkod Mamun

Signature of the Coordinator, IQAC

Name : Dr. Lana Mukhopadhyay

Signature of the Chairperson, IQAC

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 Sraon 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.

INSTITUTIONAL ACADEMIC CALENDAR : 2015-2016
R.B.C COLLEGE FOR WOMEN , NAIHATI,
NORTH 24 PARGANAS

1. **Commencement of Academic Session 2015-2016** : 1st July 2015
2. **Commencement of 1st year Hons. & Gen. Classes** : 1st week of July.
3. **Form fill up for Part-I University Exam.** : June/ July 2015
4. **Commencement of 3rd year Classes** : July/August 2015,
immediately after
the completion of Part-II
University Exam
5. **University Exam. 1st Year (Part I)** : July/ Aug. 2015
6. **Commencement of 2nd year Classes** : Aug./ Sep. 2015, immediately
after the completion of Part-I
University Exam.
7. **Puja Vacation** : 19 Oct. to 14 Nov. 2015
8. **Mid-Term Exam. (1st year)** : November 2015
9. **Mid-Term Exam. (2nd year)** : December 2015
10. **Winter Recess** : 25th December to 31st
December.
11. **New Year of English Calender** : 1st Jan. 2016
12. **3rd year B.A./ B.Sc. (Hons. & Gen.) Test Exam** : Last Week of January, 2016
13. **Result of 3rd year B.A./ B.Sc. Test Exam** : 2nd week of Feb. 2016
14. **2nd year B.A./ B.Sc. (Hons. & Gen.) Test Exam** : 1st week of March , 2016
15. **Form fill up for Part III University Exam.** : March 2016
16. **1st year B.A./ B.Sc. (Hons. & Gen.) Test Exam** : 1st week of April , 2016
17. **Result of 2nd year B.A./ B.Sc. Test Exam** : 1st week of Apr. 2016
18. **Result of 1st year B.A./ B.Sc. Test Exam** : 4th week of April 2016
19. **Form fill up for Part-II University Exam.** : April 2016
20. **University Exam. 3rd Year (Part-III)** : April / May 2016
21. **University Exam. 3rd Year (Part-II)** : May-June 2016
22. **Summer Recess** : 16th May to 30th June , 2016
23. **Admission for the Academic Session 2016-2017** : May 2016, Immediately after
the Result of H.S. Exam.