



ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF IQAC : 2015-16



RAJA RAMMOHUN ROY MAHAVIDYALAYA
RADHANAGAR, P.O.-NANGULPARA
HOOGHLY: 712406



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Part – A

I. Details of the Institution

1.1 Name of the Institution

RAJA RAMMOHUN ROY MAHAVIDYALAYA

1.2 Address Line 1

RADHANAGAR, P.O.-NANGULPARA

Address Line 2

HOOGLY

City/Town

State

WEST BENGAL

Pin Code

712406

Institution e-mail address

principal.rrrm@gmail.com

Contact Nos.

03211-266221/ 09475845715

Name of the Head of the Institution:

DR DEBNARAYAN SAHA

Tel. No. with STD Code:

03211-266221/ 09475845715

Mobile:

09830631916

Name of the IQAC Co-ordinator:

DR MAMATA DEY

Mobile:

09732229862



IQAC e-mail address:

rrrm.iqac@gmail.com

1.3 NAAC Track ID : WBCOGN13243. (NAAC ACCREDITED IN 2007)

1.4 NAAC EXECUTIVE COUNCIL NUMBER AND DATE:

1.5 Website address:

www.rrrmahavidyalaya.edu.in

Web-link of the AQAR:

<http://www.rrrmahavidyalaya.edu.in/IQACandAQAR.html>

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|---------------------------------------|-----------------------|-----------------|
| 1 | 1 st Cycle | B+ | (acc. To old system to Accreditation) | 2007 | 2007-2012 |
| 2 | 2 nd Cycle | NA | NA | NA | NA |
| 3 | 3 rd Cycle | NA | NA | NA | NA |
| 4 | 4 th Cycle | NA | NA | NA | NA |

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

25.05.2007

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

2015-2016



1.9 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)

| AQAR | SUBMITTED ON |
|-----------|--------------|
| 2007-2008 | 29/12/2008 |
| 2008-2009 | 18/01/2011 |
| 2009-2010 | 03/03/2011 |
| 2010-2011 | 27/03/2012 |
| 2011-2012 | 03/04/2013 |
| 2012-2013 | 24/12/2014 |
| 2013-2014 | 07/08/2015 |
| 2014-2015 | 19/11/2015 |

1.10 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

1.11 Type of Faculty/Programme



Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

BURDWAN UNIVERSITY

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

Autonomy by State/Central Govt. / University

NO

University with Potential for Excellence

NO

UGC-CPE

NO

DST Star Scheme

NO

UGC-CE

NO

UGC-Special Assistance Programme

NO

DST-FIST

NO

UGC-Innovative PG programmes

NO

Any other (*Specify*)

NO

UGC-COP Programmes

YES



2. IQAC Composition and Activities

| | |
|---|---|
| 2.1 No. of Teachers | <input type="text" value="7+1=8"/> |
| 2.2 No. of Administrative/Technical staff | <input type="text" value="05"/> |
| 2.3 No. of students | <input type="text" value="01"/> |
| 2.4 No. of Management representatives | <input type="text" value="00"/> |
| 2.5 No. of Alumni | <input type="text" value="00"/> |
| 2.6 No. of any other stakeholder and community representatives | <input type="text" value="01"/> |
| 2.7 No. of Employers/ Industrialists | <input type="text" value="00"/> |
| 2.8 No. of other External Experts | <input type="text" value="01"/> |
| 2.9 Total No. of members | <input type="text" value="16"/> |
| 2.10 No. of IQAC meetings held | <input type="text" value="8+2=10"/> |
| 2.11 No. of meetings with various stakeholders: | No. <input type="text" value="08"/> Faculty <input type="text" value="08"/> |
| | Non-Teaching Staff <input type="text" value="08"/> Students <input type="text" value="08"/> Alumni <input type="text" value="00"/> Others <input type="text" value="00"/> |
| 2.12 Has IQAC received any funding from UGC during the year? | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| If yes, mention the amount | <input type="text"/> |
| 2.13 Seminars and Conferences (only quality related) | |
| (i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC | |
| Total Nos. | <input type="text" value="0"/> International <input type="text" value="0"/> National <input type="text" value="0"/> State <input type="text" value="0"/> Institution Level <input type="text" value="0"/> |
| (ii) Themes | <input type="text" value="N.A."/> |



2.14 Significant Activities and contributions made by IQAC

- ❖ IQAC repeatedly asserted that NAAC reaccreditation is essential for the total improvement of the college.
- ❖ All the IQAC members were actively engaged in the preparation of SSR and it was completed within October 2015.

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 |
|--|---|
| <ol style="list-style-type: none">1. To increase of enrolment further in 2015-20162. To build a garden medicinal plants and beautification of the college.3. To avail any newly announced grant from UGC and utilize the grant.4. To complete utilization of the remaining part of the grant received from Govt. Of West Bengal for minor repair, small projects of infrastructure and a classroom in the college.5. To submit utilization certificate in respect for Grant received from UGC for indoor sports training facility to avail future installments of the grant.6. To submit completion certificate for UGC projects of Basket ball court and Football field.7. To help the students to get more scholarships from different private and government agencies | <ol style="list-style-type: none">1. Number of students in the institution in 2015-16 increased by about 6% over the previous year.2. A garden for medicinal plants have been built and several species of rare medicinal plants have been planted there. An area beside the medicinal plant garden has been readded for building a Butterfly Park.3. Grants on different heads were applied for the UGC but due to non-availability of allocations work couldn't be started yet.4. Remaining part of the grants received from Govt. Of West Bengal has been utilized. Submission of Utilization xertificate along with photos is pending.5. The formalities necessary to submit utilization certificate in respect of grants received from UGC for indoor sports training facilitieshas been completed and the utilisation certificate will be submitted soon.6. Completion certificate for UGC projects of basket ball court and football field has been obtained and will be submitted soon.7. Assistance was provided to students to get more scholarships from different state and private agencies. |



| | |
|---|---|
| <p>8. Encouraging teachers to undertake more research projects and publish more research papers</p> <p>9. Encouraging the participation of the college in community development works more actively</p> <p>10. Encouraging education related to human values in the college.</p> <p>11. Encouraging young teachers to complete PhD work by availing FDP assistance from UGC or otherwise</p> <p>12. Encouraging teachers to attend refresher courses, seminar and winter schools, workshops etc</p> | <p>8. Some of the teachers have published research papers in their respective fields, one of them in International seminar at Flosida, USA. Some of the teachers have applied for Minor Research Scholarships to the UGC.</p> <p>9. Community development programmes has been taken up by the NSS departments of the college.</p> <p>10. College participated in community development works through the activities of NSS volunteers and NCC cadets including arrangement of a camp on AIDS awareness.</p> <p>11. One teacher attended FDP scheme for completion of his Ph.D.</p> <p>12. Three teachers attended Refresher Courses in different Universities within the state and outside.</p> |
|---|---|

ANNEXURE I: ACADEMIC CALENDER

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body **Governing 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 | 0 | 0 | 0 | 0 |
| PG | 0 | 0 | 0 | 0 |
| UG | 6 | 0 | 0 | 0 |
| PG Diploma | 0 | 0 | 0 | 0 |
| Advanced Diploma | 0 | 0 | 0 | 0 |
| Diploma | 0 | 0 | 0 | 0 |
| Certificate | 1 | 0 | | |
| Others | 0 | 0 | 0 | 0 |
| Total | 7 | 0 | | |
| Interdisciplinary | | | | |
| Innovative | | | | |

- 1.2 (i) Flexibility of the Curriculum: Elective option
(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-------------------------------|----------------------|
| Semester | 0 |
| Trimester | 0 |
| Annual | 06 |
| Bi-annual certificate courses | 01 |

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

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

Feedback was not taken in writing, only verbal opinions were received sometimes.



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

NO

The college is affiliated to the University of Burdwan. There was no revision of course/syllabi of the University in any of the subjects taught in the college. Accordingly, no change of syllabi was implemented in this college.

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 | GLI |
|---------|------------------|----------------------|------------|-----|
| 22+1=23 | 17+1 | 4 | - | 1 |

2.2 No. of permanent faculty with Ph.D.

12

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 |
| 0 | 16 | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 16 |

* Promoted to personal post

Librarian

2.4 No. of Guest and Visiting faculty and Temporary faculty

| TOTAL | Guest Teacher | Part-Time Teacher* | Contractual Teacher* |
|-------|---------------|--------------------|----------------------|
| 54 | 29 | 23 | 02 |



*Approved by State Govt. and renewed yearly (as a rule) for serving teaches

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | | | |
| Presented papers | 01 | 04 | |
| Resource Persons | | | |

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

1. Some classes were conducted by students who opted for taking the role of facilitator in the Department of Zoology, Botany, Physics, Chemistry and English.

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

156

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

NIL

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

ONE [As member of Board of Study, Netaji Subhas Open University (NSOU)]

2.10 Average percentage of attendance of students:

| B.SC. | B.COM. | B.A. |
|-------|--------|------|
| 45% | 30% | 34% |

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.Com. (Hons.) | 16 | | 6.25 | 56.25 | 00 | 62.5 |
| B.Com. (Gen.) | | | | | | |
| B.Sc. (Hons.) | 46 | | 6.5 | 30.4 | 00 | 36.9 |
| B.Sc.(Gen.) | 7 | | 00 | 43 | 00 | 43 |
| B.A. (Hons.) | 226 | | 8 | 57 | 00 | 65 |
| B.A. (Gen.) | 342 | | 0.3 | 5.6 | 18.1 | 24 |

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

IQAC discussed various issues of Teaching & learning and recommends as appropriate.

IQAC recommended various general steps for improvements in teaching-learning process and infrastructure needed for that.

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses | 03 |
| UGC – Faculty Improvement Programme | |
| HRD programmes | |
| Orientation programmes | 02 |
| Faculty exchange programme | |
| Staff training conducted by the university | |
| Staff training conducted by other institutions | |
| Summer / Winter schools, Workshops, etc. | |
| Others | |

2.14 Details of Administrative and Technical staff

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|----------------------|-------------------------------|----------------------------|--|--|
| Administrative Staff | 01 | 01 | | |
| Technical Staff | | | | |



Criterion – III

3. Research, Consultancy and Extension

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

| |
|---|
| ❖ IQAC insisted in the meeting that all major and minor research projects be passed through research committee after appropriate scrutiny of research proposal. |
| ❖ Such a decision was conveyed to all stakeholders. |

3.2 Details regarding major projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | NIL | 01 | 01 | NIL |
| Outlay in Rs. Lakhs | | 7.27 | 7.27 | |

3.3 Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | NIL | 02 | 02 | 05 |
| Outlay in Rs. Lakhs | | 4.50 | 6.46 | |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | 09 | 06 | |
| Non-Peer Review Journals | | 01 | |
| e-Journals | | | |
| Conference proceedings | 01 | 04 | |

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 | 2012-15 | UGC | 7.27 Lakhs | 7.27 Lakhs |
| Minor Projects | 2015-17 | UGC | 6.46 Lakhs | 4.50 Lakhs |
| Interdisciplinary Projects | NIL | | | |
| Industry sponsored | NIL | | | |
| Projects sponsored by the University/ College | NIL | | | |
| Students research projects <i>(other than compulsory by the University)</i> | NIL | | | |
| OTHERS | NIL | | | |
| 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)

NIL

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

| Level | International | National | State | University | College |
|---------------------|---------------|----------|-------|------------|---------|
| Number | | 01 | | | |
| Sponsoring agencies | | UGC | | | |

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

3.13 No. of collaborations: NIL International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
 Total



3.16 No. of patents received this year:- NIL

| 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: NIL

| 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

NIL

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

NIL

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

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: NIL

University level State level
National level International level

3.23 No. of Awards won in NSS:

NIL

University level State level
National level International level



3.24 No. of Awards won in NCC: NIL

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

- ❖ Three teachers performed as external speakers in the Theme Based Awareness and Education Programme organised by Nehru Yuva Kendra, Govt. of India in association with Krishnanagar Young Club on 15/12/2015. They told about Health and Awareness, Women Empiorment and Awareness, Environment and Awareness. Local people and students of different schools were attended in this programme.
- ❖ Our Mathematics Department organised special programme celebrating 128th birth anniversary of Srinivsa Ramanujan on 22/12/2015 as the 'National Mathematics Day'. Invited speakers addressed about various fields of Ramanujan's activities and the significance of this day.
- ❖ Our Equal Opportunity Centre arranged a UGC Sponsored short term course regarding 'Equal Opportunity for all : Education, Employment and Social Status' during the month of October. Students from our college and surrounding schools participated in this programme to know from different speakers about their opportunities.
- ❖ In the seminar on "Unwanted Insiders" – apart from the academic aspects, the social problems of the conditions of widams in India are also addressed. It gives a new dimension to the woman Quertion in the centext of an economically and socially backward area.
- ❖ NSS organised different health awareness programme such as seminar on "Cancer and Awareness", Health checkup camp for the detection of blood group and Rh factor and also rally for awareness about HIV & AIDS and its prevention.
- ❖ Nss also participated in various programmes relating to environment such as Tree Plantation programme, campaigning against use of plastic & polythene packets and also campaigning against misuse of water by slogan "Jol Dhoru; Jol Bhoru"



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 | 5.70 acres | | UGC /Govt. Of W.B. & College | 5.70 acres |
| Class rooms | 40 | | | 40 |
| Laboratories | 09 | | | 9 |
| Seminar Halls | 03 | | | 3 |
| No. of important equipments purchased (≥ 10 lakh) during the current year. | | | | NIL |
| Value of the equipment purchased during the year (Rs. in Lakhs) | | | | NIL |
| Others | | | | |

4.2 Computerization of administration and library

- 1.Administration work is totally computerized.
- 2.All version books of English, Chemistry, Physics, Zoology, Botany, English entry in KOHA completed. Remaining subject books entry ongoing.

4.3 Library services:**

| | Existing (Approximate value) | | Newly added | | Total (Approximate value) | |
|------------------|------------------------------|-------------|-------------|------------|---------------------------|-------------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 28,601 | 21,15,808/- | 707 | 1,54,451/- | 29,308 | 22,80,259/- |
| Reference Books | 3,293 | 2,95,275/- | - | | 3,293 | 2,95,275/- |
| e-Books | | | | | | |
| Journals | | | | | | |
| e-Journals | | | | | | |
| Digital Database | | | | | | |
| CD & Video | | | | | | |
| Others (specify) | | | | | | |



4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 57 | 03 | 15 | | 01 | | | |
| Added | 02 | 00 | 00 | | 00 | | | |
| Total | 59 | 03 | 15 | | 01 | | | |

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

- Computer with internet access is available to teachers and students of the department of Physics, Chemistry, Mathematics, Botany, Zoology, Computer Science, Geography, and teacher's room for all humanities and commerce department & others.
- Students are allowed to use computer and internet facilities of the above mentioned departments
- Training for smart classes was extended to some teachers.
- Certificate course in computer application (by WEBEL) for students of 1st year classes confirmed in this year successfully.

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

NIL

5.2 Efforts made by the institution for tracking the progression

No formal mechanism for tracking the progression of the students. However, we have started to try to connect students by telephone, e-mail and social networking internet sites to track their progressions.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|------|----|--------|--------|
| 2769 | 00 | 00 | 00 |

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

| | | | | | |
|-----|------|----|-------|------|----|
| Men | No | % | Women | No | % |
| | 1276 | 46 | | 1493 | 54 |

| Last Year | | | | | | This Year | | | | | |
|-----------|-----|----|-----|-----------------------|-------|-----------|-----|----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 1816 | 521 | 12 | 267 | 05 | 2616 | 1848 | 536 | 10 | 375 | 08 | 2769 |

Demand ratio:

Dropout % : 26.5%

| Course | No. Of Applicant : Seat |
|-----------|-------------------------|
| B.A.(H) | 7.2 : 1 |
| B.A.(G) | 2.3 : 1 |
| B.Sc.(H) | 7.1 : 1 |
| B.Sc.(G) | 1.3 : 1 |
| B.Com.(H) | 1.2 : 1 |
| B.Com.(G) | 1 : 1 |



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

NIL

No. of students beneficiaries

NIL

5.5 No. of students qualified in these examinations: NOT APPLICABLE

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

5.6 Details of student counselling and career guidance

No specific programme was conducted for students counselling & career guidance.

No. of students benefitted

NIL

5.7 Details of campus placement :- NIL

| <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

NIL

5.9 Students Activities

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

State/ University level

National level

0

International level

0



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 (IN LAKHS) |
|--|--------------------|-------------------|
| Financial support from institution | | |
| Financial support from government | | |
| Financial support from other sources | | |
| Number of students who received International/ National recognitions | | |

* The amount is not known because the money was directly credited to the students' account.

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

- Public smoking prohibited
- Extra room, fan for Room No 133 & Laboratory of Physics
- Action taken for immediacy in the issuance of student admit card
- Ramp open for PWD students.



Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The college has the vision of developing a new society comprising of people with high ability – courageous and generous in nature, willing to take up social cause as moral responsibility at this remote rural area (about 500 sq. Km) of highly underprivileged (economically and socially backward) population. Principal mission of the institution is to transform this underdeveloped locality to a part of a ‘new world society’ with scientific and superstition less attitude and cherish able values of mutual co-operation and tolerance. The mission statement of the college is “Arise, Awake and do not stop till the goal is reached”.

6.2 Does the Institution has a management Information System

- To inform students, teachers and others management normally uses notification in (i) Notice board and College Website (ii) Advertisement in news paper. (iii) emails, sms etc..
- Collection of information and feedback from students is done through students’ Union verbally, in written letters and deputations. For various information like activities of alumni, activities of other colleges etc we use internet sources.
- A Grievance / Complain box has been placed in front of the Principal’s room.

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

6.3.1 Curriculum Development

The college follows the syllabi developed by Burdwan University. Every department has its own module to complete the syllabus. Some departments arranged educational excursion for curriculum development. Geography department arranged their excursion in Visakhapatnam to study different types of rocks & minerals and particularly the Bora Caves.



6.3.2 Teaching and Learning

- Apart from traditional chalk and talk method, technology based teaching like using projectors, CD's, smart-board by some departments.
- Internet facilities are also provided to students for advance learning in some cases.
- Some depts. both Arts and Science arranged educational tours for the encouragement of students in learning.
- Advance learners are supplied with books from dept. Library regarding their queries.

6.3.3 Examination and Evaluation

- Annual Test Examinations are performed before final examination. The answer scripts of these examinations are shown to the students prior to result declaration.
- Regular class tests both in written as well as in oral form are being conducted by some departments for the proper evaluation of the students performance.

6.3.4 Research and Development

1. The institution encouraged teachers for submission of minor & major projects.
2. The college has a planning board and research advisory-committee to support research work.
3. In 'Teachers Colloquium', is continued to improve research culture in the institution.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Each science dept. and also some Arts dept. have its own library for the benefit of students.
- All books have been catalogued and limited physical access was provided to students.



6.3.6 Human Resource Management

Human Resource Management of the college are maintained by the different advisory committees and statutory Students Union, Teachers Council, Governing Body.

6.3.7 Faculty and Staff recruitment

Whole time teachers are appointed on the recommendation of the WBCSC. PTTs were recruited as per Govt. regulations. To carry on day to day teaching jobs, guest teachers are appointed by the college conducting interviews by external experts sent by the affiliating University as and when demanded by the departments and approved by the G.B.. Non-Teaching staff members are recruited as per G.O. of The West Bengal Govt.

6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

- Admission process is totally online basis.
- Merit list is prepared for Honours and General student.
- After counselling students are admitted in different Hons. Subjects and general courses.
- Prospectus is supplied to students at the time of admission to aware them about fees structure, students support etc.

6.4 Welfare schemes for

| | |
|--------------|---|
| Teaching | Group Insurance, R.R.R.Mahavidyalaya Co-operative Credit society Ltd., P.F. |
| Non teaching | Group Insurance, R.R.R.Mahavidyalaya Co-operative Credit society Ltd., P.F., Festival Advance |
| Students | Students' Health Home, Free studenship, Govt. Scholarship, Minority Scholarships, Awards, Prizes. |



6.5 Total corpus fund generated

NIL

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? N.A.

For UG Programmes Yes No

For PG Programmes Yes No

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

NIL

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

NIL



6.12 Activities and support from the Parent – Teacher Association

NIL

6.13 Development programmes for support staff

NIL

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

1. Plantation by NSS and NCC students.
2. Different ENVIS projects are taken by different dept. To aware students about pollution from various sources.
3. NSS of the college has taken initiatives to make the campus polythene free and smoke free.
4. Formation of e-Waste management room in the institution.



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.

1. E-WasteManagement
2. Peer Learning Classes

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

- Increase of enrolment of students 6%
- More facilitation to students regarding scholarship and stipends
- Increase of no. Of teachers involved in research and other extension activities.
- More intensive participation of students in community Development works through NSS and NCC



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

Best practice-1

Title: Peer Learning Classes for a better Teaching-Learning ambience of the college.

Goal: The Goal for the practice mentioned above are as follows:

- A.To enhance the quality of the teaching –learning ambience of the college.
- B.To make the students more participating in the class.
- C.To enhance the participatory activities within the class teaching process.

Context: The College is situated in a culturally and rurally backward area, where the students mainly face the problem of proper exposure to education. Very often the traditional method of Chalk and Talk based teaching process appears drab and monotonous to them. The language problem also poses a general hindrance to their interactive initiatives. Against this back drop the college already constructed two smart classrooms for a more interactive friendly teaching-learning process. This year the IQAC planned and consequently proposed organization of Peer Learning classes for the enhancement of the ambience of the teaching-learning in the college.

Practice: At the initial level, the departments were requested to arrange such classes within the master routine provided by the concerned Routine committee. Generally, it was advised to arrange Peer Learning classes where there are two consecutive classes of a same subject by the same teacher. The first class will be taken by the teacher, who will teach the allotted lesson from the syllabus. The second class will be devoted for the proposed Peer Learning, where a student will be asked to take up a particular skill: i. Introducing a lesson, ii. Explaining a lesson, iii. Question and answer session etc. The student the take the class based on that particular pedagogical skill. The other student present in the class will question and give suggestion on the lesson taught. Finally, the teacher facilitator will sum up the whole thing.

Evidence of success: The practice has become a very interesting concept among the students, who are cherishing the whole thing after such experience. The initial inertia is also lessening the more students are becoming interested on such teaching-learning procedures. The lessons are also becoming more lively and interesting to them.

Problems: Though the initial hesitation among the students have lessened after some regular practices in various departments, more sensitization among the students is required. The teacher facilitator should be aware also about the total pedagogical process. The routine has to be made in such a way, so that more peer learning classes can be organized.

However, the whole process is experiencing a slow but steady success.



Best practice-2

Title: Formation of e-waste management room in the college.

Goal: The Goal for the practice mentioned above is as follows:

- A.To organize the e-waste like obsolete and used out computer and its various parts of the college.
- B.To recycle the usable parts of those mentioned e-waste as far as applicable.
- C.To make the working space more employee friendly by curbing the tendency of littering worn out or over used electronic items.
- D.To make the whole management process cost effective and economic with e-waste management.

Context: After the implementation of the computers in the college management system, it developed into an effective management friendly instrument with its merits of time effectiveness. As a corollary to this, the academic works of the college were also brought within the aegis of the process of computerization. The optimum use of it was seen in the opening up of the Computer Science department in the college. As a result a large number of computer and its ancillary parts were brought into the college. Now, technology is an ever developing and dynamic process, which is upgrading its every aspects time to time. This leads to the smart number of computer and its various parts being obsolete. Apart from this, the overuse of machines makes them defunct. Against this context, the IQAC was planning to optimize the management of this e-waste. And the outcome is the formation of the e-waste management cell within the college, which will store the obsolete or worn out computer and its various parts and recycle the reusable parts as far as practicable as a part of the recycle management.

Practice: As per the proposal of the IQAC of the college, the Teacher-in-Charge formed a e-waste management team with some Teaching and Non-Teaching member of the college. The aforesaid team, at the very outset, found out and registered the overused, obsolete or defunct computers and other various electronic items from different departments and office of the college. The collected items were then stored up in a room with proper documentation in a exhaustive register. The e-waste team will look in to the requirements of the various departments and sections of the office regarding their requirement of various electronic items. If they find that the e-waste store can provide that item with some minimum modifications, they will do the same.

Evidence of success: The formation of the e-waste rooms from its very inception is effectively successful. The newly formed departmental rooms like History and English have been provided with Ups with nominal modifications and improvements. The team is also monitoring the whole management system for such requirements.



Problems: There was an initial inertia about the whole process due to the lack of proper sensitization about the recycle management and cost effectiveness. Though, this is slowly decreasing, e-waste management need a wider and optimized implementation within the college administration system.

The e-waste management system is a newly implemented initiative. But it has already made its effective mark in the college administration matrix..

7.4 Contribution to environmental awareness / protection

- ENVs project:- Different environmental related projects are taken by part-III students to increase environment awareness.
- Plantation by NSS and NCC volunteers.
- NSS students take active part to make campus plastic free.

7.5 Whether environmental audit was conducted?

Yes

No



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

Strength

1. Sensitization of students and other stake holders were made regarding the maintenance of pollution free campus.
2. Students, teachers and members of the Student's Union actively cooperate in the smooth running of the college administration.
3. Increase in student enrolment is on the satisfactory side.
4. Students from distant areas are gaining interest to get themselves admitted in this college for the development of the transportation.

Weakness

1. Despite the increase in student enrolment, the attendance of the students are not satisfactory,
2. There is a general slackness amongst the students to utilize the library resources in its optimum level.
3. The University examinations are conducted at a time of the full session of the college, which seriously tells upon the classes, as the teachers remain engaged with evaluation process, practical exams etc.
4. In spite of repeated attempts of the college, the dependence of the students on private tuition cannot be curbed.

Opportunity

1. Teachers of this college are provided with ample scope to attend seminars, conferences and other faculty development programmes, which improves their teaching and research ability.
2. The college has set up an e-waste management room to recycle and manage the e-waste of the college. An e-waste management team has been constructed with some teachers and non-teaching staff of the college to run the same properly.
3. The departments of the college arrange peer -learning classes to enrich the teaching learning ambience.
4. The administration meticulously looks after the well being of the students and tries to utilize all the available benefits related to students from the university or Government level.

Challenge


1. Improvement of the regular attendance of the students.
2. Making the library more accessible to students.
3. Involvement of more teachers in the college administration.
4. Sensitizing the students against private tuition and make them more attentive about class teaching.



8. Plans of institution for next year

We are trying our best for sustenance and enhancement of the quality of our works. With this aim, we are planning the following improvements:

1. Completion of indoor sports Training Facility.
2. Completion of the extension work of Administrative building
3. Installation of more CCTV cameras.
4. Full digitalization of the library.
5. Modalities for openings of P.G. courses in History and Bengali will be completed.
6. Modalities for openings SBI Branch office within the college premises will be completed.
7. Renovation of Boy's Hostel will be completed.
8. Help students get more scholarships from different private and Government agencies and also facilitate more options career counselling and campus interviews.
9. To install Solar Connection system for providing alternative energy to the entire institution.
10. To complete the modalities of building a mini stadium on the college ground.

| | |
|--|---|
| NAME: DR MAMATA DEY | NAME: DR DEBNARAYAN SAHA |
| | TEACHER-IN-CHARGE, |
| | Raja Rammohun Roy Mahavidyalaya |
| <i>Mamata Dey</i> | <i>Debnarayan Saha</i> |
| Signature of the Coordinator, IQAC | Signature of the Chairperson, IQAC |
| Co-ordinator INTERNAL QUALITY ASSURANCE CELL R.R.R. MAHAVIDYALAYA RADHANAGAR, NANGULPARA HOOGHLY |  |
| | Teacher-in-Charge Raja Rammohun Roy Mahavidyalaya Radhanagar, Nangulpara |



ANNEXURE I: ACADEMIC CALENDER

| Month | Period | No. of T.D. | No. of Ex.D. | No. of Holidays (including Sunday) | Dates of holiday/ Recess/ N.T.D. | Description |
|----------------|----------------|-------------|--------------|------------------------------------|----------------------------------|--------------------------------|
| JULY '15 | 01/07 to 07/07 | 00 | 04 | 03 | 05/07 | Sunday |
| | 08/07 to 14/07 | 03 | 03 | 01 | 12/07 | Sunday |
| | 15/07 to 21/07 | 04 | 00 | 03 | 17/07 | Eid-ul-Fitre |
| | | | | | 18/07 | Rathayatra |
| | | | | | 19/07 | Sunday |
| 22/07 to 31/07 | 06 | 03 | 01 | 26/07 | Sunday | |
| AUGUST '15 | 01/08 to 07/08 | 01 | 01 | 01+03 | 02/08 | Sunday |
| | 08/08 to 14/08 | 02 | 04 | 01 | 03/08 to 06/08 | College closed due to flood |
| | | | | | 09/08 | Sunday |
| | 15/08 to 21/08 | 05 | 00 | 02 | 15/08 | Independence day |
| | 22/08 to 31/08 | 04 | 04 | 02 | 16/08 | Sunday |
| 23/08 | | | | | Sunday | |
| SEPTEMBER '15 | 01/09 to 07/09 | 05 | 00 | 02 | 30/08 | Sunday |
| | | | | | 05/09 | Janmastami |
| | 08/09 to 14/09 | 06 | 00 | 01 | 06/09 | Sunday |
| | | | | | 13/09 | Sunday |
| | 15/09 to 21/09 | 05 | 00 | 02 | 18/09 | Biswakarma Puja |
| | | | | | 20/09 | Sunday |
| | | | | | 25/09 | Eid-uz-zoha |
| 22/09 to 30/09 | 06 | 00 | 03 | 26/09 | Eid-uz-zoha | |
| | | | | 27/09 | Sunday | |
| OCTOBER '15 | 01/10 to 07/10 | 05 | 00 | 02 | 02/10 | Gandhi Jayanti |
| | | | | | 04/10 | Sunday |
| | 08/10 to 14/10 | 04 | 00 | 02 | 08/10 | Nabin Baran (non Teaching Day) |
| | | | | | 11/10 | Sunday |
| | 15/10 to 21/10 | 03 | 00 | 04 | 12/10 | Mahalaya |
| 18/10 | | | | | Sunday | |
| 22/10 to 31/10 | 00 | 00 | 10 | 19/10-21/10 | Puja Vacation | |
| 22/10 to 31/10 | 00 | 00 | 10 | 22/10-31/10 | Puja Vacation | |
| NOVEMBER '15 | 01/11 to 07/11 | 00 | 00 | 07 | 01/11-07/11 | Puja Vacation |
| | 08/11 to 14/11 | 00 | 00 | 07 | 08/11-14/11 | Puja Vacation |
| | 15/11 to 21/11 | 05 | 00 | 02 | 15/11 | Sunday |
| | | | | | 20/11 | Good Friday |
| | 22/11 to 30/11 | 06 | 00 | 03 | 22/11 | Sunday |
| | | | | | 25/11 | Guru Nanak B.D. |
| 29/11 | | | | | Sunday | |



| Month | Period | 01 | 00 | 01 | Date | Event |
|--------------|----------------|----|----------|-------|--------------|---|
| DECEMBER '15 | 01/12 to 07/12 | 05 | 00 | 01 | 02/12 | Annual Sports (NTD) |
| | 08/12 to 14/12 | 06 | 00 | | 06/12 | Sunday |
| | 15/12 to 21/12 | 06 | 00 | 01 | 13/12 | Sunday |
| | 22/12 to 31/12 | 02 | 00 | 01 | 20/12 | Sunday |
| | | | | 08 | 24/12 | Fateha Duaz Daham |
| | | | | | 25/12-26/12 | X-mas holiday |
| | | | | | 27/12 | Shantimohan Roy's B.D. |
| JANUARY '16 | 01/01 to 07/01 | 03 | 00 | 04 | 28/12-31/12 | Winter Holidays |
| | | | | | 01/01 | New years Day |
| | | | | | 03/01 | Sunday |
| | 08/01 to 14/01 | 01 | 00 | 05 | 06/01-07/01 | Rammohun Mela |
| | | | | | 08/01-12/01 | Rammohun Mela |
| | | | | | 14/01 | Annual Social Function (NTD) |
| | 15/01 to 21/01 | 04 | 00 | 03 | 15/01 | Pous Sankranti |
| | | | | | 16/01 | Maghotsav |
| | | | | | 17/01 | Sunday |
| | 22/01 to 31/01 | 06 | 00 | 04 | 23/01 | Netaji B.D. |
| | | | | | 24/01 | Sunday |
| | | | | 26/01 | Republic Day | |
| | | | | 31/01 | Sunday | |
| FEBRUARY '16 | 01/02 to 07/02 | 06 | 00 | 01 | 07/02 | Sunday |
| | 08/02 to 14/02 | 05 | 00 | 02 | 13/02 | Saraswati Puja |
| | | | | | 14/02 | Sunday |
| | 15/02 to 21/02 | 06 | 00 | 01 | 21/02 | Sunday |
| | 22/02 to 29/02 | 07 | 00 | 01 | 28/02 | Sunday |
| MARCH '16 | 01/03 to 07/03 | 05 | 00 | 02 | 06/03 | Sunday |
| | | | | | 07/03 | Shivratri |
| | 08/03 to 14/03 | 06 | 00 | 01 | 13/03 | Sunday |
| | 15/03 to 21/03 | 06 | 00 | 01 | 20/03 | Sunday |
| | 22/03 to 31/03 | 03 | 03(UED) | 04 | 23/03 | Doljatra |
| | | | | | 24/03 | Holi |
| | | | | | 25/03 | Good Friday |
| APRIL '16 | 01/04 to 07/04 | 02 | 04 (UED) | 01 | 27/03 | Sunday |
| | 08/04 to 14/04 | 02 | 02 (UED) | 03 | 03/04 | Sunday |
| | | | | | 10/04 | Sunday |
| | | | | | 13/04 | Chaitra Sankranti |
| | | | | | 14/04 | Beng. Nababarsha |
| | 15/04 to 21/04 | 00 | 00 | 00 | 15/04-21/04 | College closed due to W.B. Assembly Election 2016 |
| | 22/04 to 30/04 | 00 | 00 | 00 | 22/04-30/04 | College closed due to W.B. Assembly Election 2016 |



| | | | | | | |
|----------|----------------|----|----------|-------|-------------|---|
| MAY '16 | 01/05 to 07/05 | 04 | 00 | 00 | 01/05-03/05 | College closed due to W.B. Assembly Election 2016 |
| | 08/05 to 14/05 | 00 | 00 | 01 | 08/05 | Sunday |
| | 15/05 to 21/05 | 00 | 00 | 00 | 09/05-14/05 | Summer Recess |
| | 22/05 to 31/05 | 00 | 00 | 01 | 15/05-21/05 | Summer Recess |
| JUNE '16 | | | | | 22/05-26/05 | Summer Recess |
| | 01/06 to 07/06 | 00 | 04 (UED) | 01 | 29/05 | Sunday |
| | 08/06 to 14/06 | 00 | 04 (UED) | 01 | 05/06 | Sunday |
| | 15/06 to 21/06 | 00 | 05 (UED) | 01 | 12/06 | Sunday |
| | | | | | 18/06 | Summer Recess |
| | 22/06 to 30/06 | 00 | 01 | 08 | 19/06 | Sunday |
| | | | | 26/06 | Sunday | |