



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		RANAGHAT COLLEGE
Name of the head of the Institution		Dr. Arup Kumar Maiti
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03473215685
Mobile no.		7797574097
Registered Email		naacrc2015@gmail.com
Alternate Email		ranaghatcollege@gmail.com
Address		Old Berhampore Road, Ranaghat, Nadia
City/Town		Ranaghat
State/UT		West Bengal
Pincode		741201
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Arunoday Mukherjee
Phone no/Alternate Phone no.	9103473215685
Mobile no.	7098104878
Registered Email	arunoday12@gmail.com
Alternate Email	naacrc2015@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.ranaghatcollege.org.in/doc/65dc9c2006be7_agar_report.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.ranaghatcollege.org.in/calendar.html

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	C	1.87	2018	26-Sep-2018	25-Sep-2023

6. Date of Establishment of IQAC	07-Sep-2019
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
A seminar on Human Rights in India: Awareness of People	18-Feb-2020 1	230

Tree Plantation Program	08-Apr-2020 1	170
Annual Athletic Meet	03-Jan-2021 2	1250
Bhasa Sahid Divas	21-Feb-2021 1	470
An awareness program for the prevention of Thalassaemia	06-Nov-2019 1	340

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. A few addon courses have been conducted by various departments for the benefit of learners. 2. An ATM counter of SBI has been constructed and the post Office building has been renovated. 3. e. ICT facilities have been developed further for the benefit of learners and teachers of all departments. 4. A number of sports items have been purchased to boost up athletic activity and provide all kinds of facility. 5. Cleaning program has been organized in college to create awareness about cleanliness and students engage themselves enthusiastically to clean the inside and outside of the campus.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
Recommendation has been made for holding the meeting of Alumni Association to boost up its activities and renewing its registration.	The annual meeting of alumni association has been organized and the college has got overwhelming response from the alumni. Various departments have also organized the meeting of departmental alumni. Effort has been made for the renewal of its registration.
Recommendation has been made for organizing a seminar on Human Rights.	A seminar on Human Rights in India: Awareness of People has been organized by IQAC on 18th February 2020.
Recommendation has been made for organizing career counseling program for the benefit of students.	Career Counseling has been done on departmental level.
Recommendation has been made for purchasing mowing machine for the proper maintenance of the playground	The playground of college has been set right by filling soil and a mowing machine has been purchased to maintain grasses and remove weeds.
Recommendation has been made to develop waste management system properly in college for healthy environment and make arrangement in the campus for cultivating medicinal plants	Waste Management system has been developed in the campus and concerned audit is underway.
Recommendation has been made for purchasing books and journals for the library according to the syllabi of CBCS.	A number of text books and reference books according to CBCS curriculum have been purchased for the library.
Recommendation has been made to organize Bhasa Sahid Divas in college.	Bhasa Sahid Divas has been observed by Department of Bengali on 21st February.2020 and the teachers and students of all departments have paid tributes to martyrs.
In order to inculcate cleanliness in learners, recommendation has been made to launch cleaning drive inside and outside the campus of college.	Cleaning program has been organized in college to create awareness about cleanliness and students engage themselves enthusiastically to clean the inside and outside of the campus.
Recommendation has been made to make provision of classes and other relevant activities to improve communication and soft skill of students.	As Communicative English is a part of curriculum of undergraduate programs, every learner is required to go through it. Besides, Soft Skills is included in the curriculum of English Honours program. Hence the learners have got the opportunity to develop communicative skill as well as Soft

Skills in course of their study.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

Governing Body, Ranaghat College

01-Dec-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

09-Jun-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

WBIFMS, Office management system

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The syllabi for undergraduate students of all programs are framed by University of Kalyani to which Ranaghat College is affiliated. An academic calendar was prepared centrally in the beginning of the session with a view to accommodate maximum number of classes, along with other programs, so that syllabi of all subjects could be completed well ahead before the university examinations. In accordance with the syllabus and the academic calendar, the teaching faculty of every department chalked out the course plan to impart all the lessons in time.

The departmental meeting was held by every HOD to allot the assignments of teachers as per the course plan. In order to impart lessons properly in the classroom, teachers divided lessons assigned to them into several units. All the theoretical classes ran for one hour and more time was allotted for practical classes. The class hour was divided usually into two parts namely lecture delivery time and interactive time in order to make it interesting for learners. Some teachers used teaching aids and electronic devices for effective communication. On completion of lessons, the departmental teachers assessed the progress of students by conducting oral and written examinations internally.

Those students whose performance was poor were provided special guidance by concerned teachers. In the end, feedback was collected from all learners. The college conducted internal assessment of students of all semesters twice and

the concerned schedule was mentioned in the academic calendar. Besides the schedule of internal assessment conducted by college, all departments fixed schedule individually for the evaluation of students in various ways following the academic calendar. Apart from mentioning the days of written test, all departments fixed schedule within the academic calendar for paper presentation and power point presentation by learners on various topics. For continuous evaluation of learners, departments also marked days for viva voce examination on the lessons taught in the class.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	BOTANY HONOURS	02/07/2018
BSc	CHEMISTRY HONOURS	02/07/2018
BSc	MATHEMATICS HONOURS	02/07/2018
BSc	PHYSICS HONOURS	02/07/2018
BSc	ZOOLOGY HONOURS	02/07/2018
BSc	GENERAL	02/07/2018
BA	GEOGRAPHY HONOURS	02/07/2018
BA	BENGALI HONOURS	02/07/2018
BA	SANSKRIT HONOURS	02/07/2018
BA	POLITICAL SCIENCE HONOURS	02/07/2018
BA	HISTORY HONOURS	02/07/2018
BA	ENGLISH HONOURS	02/07/2018
BA	PHILOSOPHY HONOURS	02/07/2018
BA	EDUCATION HONOURS	02/07/2018
BA	ECONOMICS HONOURS	02/07/2018
BA	GENERAL	02/07/2018
BCom	HONOURS & GENERAL	02/07/2018
MA	BENGALI HONOURS	02/07/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course

No Data Entered/Not Applicable !!!

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Environmental Studies	5149
BSc	Environmental Studies	574
BCom	Environmental Studies	33
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
Feedback has been taken from students of all programs at the end of session. They give their opinions on mainly six counts namely academic activities, infrastructural development, extracurricular activities, seminars, games and sports. Feedback taken from the stakeholders were analysed by applying statistical methods and obtained the trend of feedback regarding academic activities of the institution. The analysis has been placed in the meeting of Teachers' council and Governing body. On the basis of the feedback analysis some planning for future has been made and some improvement in activities has been done.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of	Number of	Number of	Number of	Number of
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	students enrolled in the institution (UG)	students enrolled in the institution (PG)	fulltime teachers available in the institution teaching only UG courses	fulltime teachers available in the institution teaching only PG courses	teachers teaching both UG and PG courses
2019	5756	70	98	5	5

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
98	56	16	16	3	2
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Ranaghat College is located in a rural-urban fringe area. Many of the students are first-generation learners. As a result, it is an earnest effort on the part of the faculty to boost the confidence of the students. Apart from the academic monitoring, teachers personally take care of the adolescent period problems and health and hygiene problems. Students are made aware of their democratic rights and duties through the seminars and workshops. Yoga and meditation workshops are also organized by professional personnel for the well-being of the students. Every department creates groups of students and allocates them to respective teachers of the department for mentoring. Implementing a student mentoring system in college can greatly benefit both mentors and mentees by fostering a supportive learning environment and promoting personal and academic growth. This venture includes academic support, career guidance, personal development, and integration of learners into the college community. Apart from college hours. Teachers are always responsive during telephonic conversations with students and their guardians regarding their needs. The focus of the institution is not only to achieve academic excellence but to look after the well-being of the students, so that they can overcome all kinds of hurdles. For slow learners, Remedial classes after regular class hours are conducted in core courses based on the performance of the students in their first continuous internal assessment and/or mid-semester test. The tutoring system enables the departments to identify and provide individualized care to the slow learners mid-way through the course. We are trying to implement a well-structured mentoring system so that Ranaghat colleges can enhance the overall student experience, improve retention rates, and contribute to the personal and academic success of students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
5826	98	1 : 59

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
103	98	5	51	28

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	GENERAL AND HONOURS	2ND SEMESTER	31/07/2019	15/09/2019
BSc	GENERAL AND HONOURS	2ND SEMESTER	31/07/2019	15/09/2019
BCom	2ND SEMESTER	2ND SEMESTER	31/07/2019	15/09/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Continuous Internal Evaluation(CIE) system is robust and sound in our college. Every department under the guidance of the principal of the college organizes meeting for the distribution of syllabus under CBCS. Internal evaluation procedure is followed time to time after the completion of the assigned portion of the syllabus. For smooth functioning of the internal evaluation process departments organize class test and allot assignments to students. Students are informed regarding their mistakes in the examination and are guided by the concerned teachers for better performance in next examinations. The college adopts the evaluation procedure as per the university regulations. At the same time every department develops its own mechanism to increase the potential of the students. Every department prepares learners for university examinations by taking regular class test, discussing question based on that of different universities.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

College prepared academic calendar in the beginning of the session. It contain the schedule of internal examination, days of different celebration and probable date of university examinations. It was served to all learners purposefully to make them aware of the academic activities of the institution. Teachers and learners may make preparations properly following the schedule of the internal examination and other events. Internal examination of all classes has been conducted well ahead of the university examination by adhering to the academic calendar. The academic calendar enables learners to plan other activities including the academic preparation. Apart from the schedule of examination our academic calendar displays days of observance of anniversaries, student week, athletics meet and other national and international important days. Academic calendar motivates students to take part in different events throughout the year and ensure their regular presence.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.ranaghatcollege.org.in/co%20po%20pso.html>

2.6.2 – Pass percentage of students

Programme	Programme	Programme	Number of	Number of	Pass Percentage
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Code	Name	Specialization	students appeared in the final year examination	students passed in final year examination	
BA, BSc and BCom GENERAL AND HONOURS	Nill	FINAL EXAMINATION	2111	1613	76.40
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.ranaghatcollege.org.in/student%20satisfaction%20survey.html>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Awareness of Intellectual Property Rights	IQAC	09/09/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Philosophy	1	Nil
National	Sanskrit	1	Nil
National	English	6	Nil
International	Chemistry	3	2
International	Mathematics	1	Nil
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
History	1
English	1
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	2	Nil	Nil	Nil
Attended/Seminars/Workshops	2	4	Nil	Nil
No file uploaded.				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
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Swachh Bharat Abhijan- Awareness Programme on hygiene	NSS Ranaghat College	6	360
Survey of Socio economic condition	NSS Ranaghat College	8	480
The awareness programme on hygiene and health	NSS Ranaghat College	8	270
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swach Bharat Mission	NSS Ranaghat and Local Municipality	campus and surrounding cleaning	69	376
AIDS Awareness	Lions Club Ranaghat	Seminar and awareness program	74	432
Gender Issue	Ranaghat College Women Cell	awareness and seminar	77	279
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange	4	college	4
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
18894261	18894261

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Others	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Fully	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	28166	1696727	Nill	36569	28166	1733296
Reference Books	64	206172	Nill	Nill	64	206172
Journals	16	10480	Nill	Nill	16	10480
Digital Database	18136	Nill	Nill	Nill	18136	Nill
CD & Video	19	Nill	Nill	Nill	19	Nill
Others(s	181	Nill	Nill	Nill	181	Nill

pecify)

No file uploaded.

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	93	29	25	0	3	18	35	100	8
Added	14	6	0	0	0	2	6	0	2
Total	107	35	25	0	3	20	41	100	10

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
7894261	7894261	11000000	11000000

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Developing and implementing procedures and policies for maintaining and utilizing physical, academic, and support facilities is crucial for the efficient and effective operation of Ranaghat College. The college has definite guidelines to ensure the safety, functionality, and optimal use of resources. The proposal for infrastructure development for the financial year has been discussed in various committees and finally sent to the Governing Body for approval. In each department, the departmental head coordinates the maintenance work of the major equipment of the laboratory. Some of the staff members are given the responsibility for supervision of maintenance works. The college has one contractual staff member for general electrical maintenance and maintenance of the generator regularly. There are sweepers for cleaning the college

premises. Regular inspections and scheduled maintenance for infrastructure, electrical, and plumbing have been done on the campus. The college has flexible space arrangements to accommodate various activities and also it has definite safety and security measures including CCTV surveillance systems. Apart from these set policies, the college organizes awareness campaigns for students to promote responsible facility use.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Poor and Merit Fund	10	20200
Financial Support from Other Sources			
a) National	Kanyashree, OASIS, SVMCM, Aikyashree C.M.R.	6672	Nil
b) International	Nil	Nil	Nil
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Communicative English	01/07/2019	56	Department of English, Ranaghat College
Remedial coaching	19/11/2019	187	college teacher
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	410	BA, B,Sc and B.Com (General and Honours)	From all available Departments of college	Different universities like KU, BU, CU, JU and IITs	MA, MSc and MCom
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Cricket and Volleyball Tournament	College Level	400
Cultural Activities (Social program)	College Level	1600
Kho-Kho Tournament	College Level	110
Freshers Welcome	College Level	2100
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Student Council of Ranaghat College plays a pivotal role in fostering a vibrant and inclusive campus environment, representing the diverse interests of the student body. The council acts as a bridge between students, faculty, and the administration, ensuring effective communication and addressing the needs

and concerns of the student community. One of the primary activities of the Student Council of Ranaghat College is organizing events and programs that contribute to the overall well-being and development of students. These events include cultural festivals, academic seminars, sports competitions, and community outreach programs. The council catalyzes student engagement and strives to create a sense of unity and camaraderie among the student body. In addition to organizing events and advocating for student welfare, the Student Council plays a key role in the representation of students on academic and administrative bodies (Governing Body) and committees within the institution. This representation in GB is essential for creating a balanced and inclusive decision-making process. Students appointed to these bodies act as liaisons between their peers and the faculty or administrative members. In conclusion, the Student Council is a dynamic force that contributes significantly to the vibrancy and functionality of Ranaghat College. This collaborative approach ensures that the institutions decisions and policies reflect the collective interests and aspirations of the student community, promoting a holistic and enriching educational experience.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Ranaghat College Alumni Associations provide a platform for graduates to connect. This Networking led to professional opportunities, mentorship, and collaboration in various fields. Departmental Alumni associations often organize events, reunions, and seminars that bring learners together. These events can be both social and professional, fostering a sense of community among former students. The college Alumni associations offer career services such as job placement assistance, resume workshops, and networking events, aiding recent graduates in their transition from academia to the workforce.

5.4.2 – No. of enrolled Alumni:

247

5.4.3 – Alumni contribution during the year (in Rupees) :

2000

5.4.4 – Meetings/activities organized by Alumni Association :

3 meetings/ The Alumni Association of Ranaghat college organizes workshops, seminars, reunions, and cultural activities. These activities not only strengthen the bond between alumni and their alma mater but also contribute to the overall growth and success of both the college and its learners.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Decentralization and participative management are management approaches that involve distributing decision-making authority throughout an organization and engaging employees in the decision-making process. The administrative decisions and activities are executed by the Governing Body of the college in consultation with the Principal and other stakeholders. The academic affairs are executed by the Academic Council, Teachers' Council and IQAC of the college. The participative management of the institute is as follows: All the HODs take suggestions from other departmental colleagues and introduce these suggestions to the academic council for action. This participative nature is

evident in the smooth and successful execution of the departmental curriculum dissemination, internal examinations, seminars, workshops and other events. The college seminar, symposium, sports and invigilation of the university examinations were collectively handled by the college. Many committees are functioning for the smooth conduction of these events throughout the year. These practices contribute to a more flexible, responsive, and engaged organizational culture. Decentralization allows for quicker decision-making and adaptation, while participative management enhances stakeholder morale, innovation, and commitment to organizational goals.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Ranaghat college adopted the CBCS syllabus according to the UGC and Kalyani University guidelines. Members of the academic council of the college thoroughly discussed about CBCS syllabus. Many departments organize seminars and workshop to understand the CBCS curriculum.
Teaching and Learning	Faculty members are encouraged to conduct classes through ICT-based teaching-learning methodology. The attendance of the students was properly monitored. Students are encouraged to participate in experimental learning and participate in various NPTEL courses offered by renowned institutes.
Examination and Evaluation	The examination and evaluation are done by the Controller of Examination, University of Kalyani. However, the internal examination is conducted and evaluated by the college only. The evaluation process is mainly based upon the internal assessment, attendance, Mid-semester examination and End-Semester examination.
Research and Development	Notification has been done from time to time regarding research proposals given by different state and central funding agencies. The teachers are encouraged to apply for different projects funded by the state government as well as the central government.
Library, ICT and Physical Infrastructure / Instrumentation	The college has a well-equipped library, and ICT enables classrooms and computer laboratories. As per budget allocation books and instruments have been purchased for the learners.
Human Resource Management	Effective Human Resource Management

in our college contributes to a positive organizational culture, learners satisfaction, and the overall success of the institution in achieving its educational mission. The college fosters a positive work environment through effective communication and conflict resolution. Students here come and learn freely and the administration of the college addresses learners concerns promptly and impartially. The parents can visit any time during the working hours of the institution and the teachers make a very strong bond with students for the holistic growth of the college. The college always boosted the teachers for their research and development.

Admission of Students

The Admission notice is being widely circulated on the college website. The whole admission process is online starting from filling up admission forms to depositing their admission fees.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	The college office is equipped with e-management of the fees receipt, teachers pay-packet, disbursement of salary and related matters. Regular Teachers' Council and IQAC meetings have been organized to plan and execute development projects.
Administration	The collection of students' fees and registration for the final result is carried out by online mode only. The teachers attendance is monitored through the Biometric system with the latest facilities. Pay packet of salary and disbursement of salary of staff-member is through online platform provided by State Govt. f) PF, PTax and income tax are paid through online mode.
Finance and Accounts	The students' fees are collected through online mode. Pay packet of salary and disbursement of salary of staff is through the online platform provided by the State Government. Scholarships of the students are operated through the different e-portals of both the State and central Government.
Student Admission and Support	The collection of students' fees and registration for the final result is

	done online. The college is fully equipped for online admission and counseling.
Examination	The examination committee conducts the internal as well as University examinations. The 1 evaluation is mainly based on the internal assessment, attendance, mid-semester examination, and end-semester examination.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Nil	Communication and Adaptability	19/12/2019	20/12/2019	3	12
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students

Nil	Nil	Government Scholarship for all eligible students in different schemes.
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6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Ranaghat college conducts internal financial audits each year. The finance committee and bursar are in operation in this matter. Every year the Department of Higher Education appointed an auditor to audit the yearly accounts of the college. Colleges sometimes proactively hire an external auditor for the smooth running of the system.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	Nil	Nil
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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Nil	Nil	Yes	Principal
Administrative	Yes	Government of West Bengal and B BOSE CO.	Yes	Principal

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

a. After the parent-teacher meeting, parents got to know the exact nature and position of their son/daughter in the class. Students were forced to concentrate on their studies and consequently, Internal assessment marks were increased. b. Teachers of the concerned department got to know the socio-economic nature of the students and provide adequate support to learners. c. Regular attendance increased after the parent-teacher meeting.

6.5.3 – Development programmes for support staff (at least three)

a. Annual health check-up camp b. wbifms training to the support staff

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. The College took positive steps to strengthen the IQAC cell and a formal feedback analysis system has been developed 2. Students amenities for games and sports have been improved 3. The institution took immediate action to improve the ICT facilities for teaching purposes. 4. The Ranaghat College has a registered alumni association.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No

c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	a. A seminar on Human Rights in India: Awareness of People has been organized by IQAC on 18th February 2020.	18/02/2020	Nil	Nil	295
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Ramp/Rails	Yes	Nil
Rest Rooms	Yes	Nil
Scribes for examination	Yes	Nil
Special skill development for differently abled students	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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		community					
2020	3	3	14/02/2020	6	Special Camp	Health and hygiene, Cleanliness, Swachh Bharat Abhijan-Awareness Programme and other socio-economic issue	270

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Prospectus	01/07/2019	The college prospectus was distributed to all the stakeholders at the beginning of the academic year.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian-friendly pathways 4. Ban on the use of Plastic 5. Landscaping with trees and plants and for this a tree plantation program has been organized on 5th June 2019. 6. Use of LED lights. 7. Solar panel has been installed to maintain the campus green and eco-friendly

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Providing Health Services to Learners through Students Health Home
Objective: Since healthy mind lives in healthy body, Ranaghat College has joined Students Health Home in West Bengal as a member, so that learners get medical facilities at a low cost. Context: Students Health Home is an organization in West Bengal, which has been providing treatment to ailing students of schools, colleges and universities at a low cost for more than seventy years. The main office of Student health Home is situated in Kolkata. Ranaghat College is a member of Students Health Home and the college authority has been donating lump sum amount regularly for many years to SHH to avail medical facilities for learners at a low cost. Description: Health is the propeller to keep man fit and active. It is highly desirable that students must have sound health to pursue academic activities. It has been always the effort of the members of teaching staff and authority of college to make learners develop healthy habits and provide them adequate assistance in the matter of health. From time to time, students are made aware of different aspects of

hygienic issues through various lectures and programs. However, some learners often become sick due to some unavoidable reasons. Sometimes their illness become serious and they need to be treated for a long time in a reputed hospital. It is often found that the cost of treatment is very high and it is not possible for the family of the learner to bear the cost. In this situation, Students Health Home, an organization in West Bengal run by doctors and philanthropists, proves to be a boon. For this reason, the authority of Ranaghat College decided to be a part of the organization to provide assistance to learners during their sickness. A certain amount of donation is paid by college to the organization every year to retain universal membership of Students Health Home. On behalf of Students Health Home, various counselling programs regarding health and hygiene are organized at educational institutions, along with providing treatment to ailing students at a very low cost. The initiative of Ranaghat College to join Students Health Home has provided a lot of benefits to learners. Evidence of Success: A few learners of Ranaghat College have availed the benefit of cheap treatment offered by Students Health Home and recovered from serious illness with the assistance of the organization. Problem Encountered and Resources Required: Sometimes the rush of the needy learners and the non-availability of certain kind of treatment have created problem. However, most of the time learners have got timely medical assistance from Students Health Home. The necessary fund and resources to remain associated with the organization have been made available by the considerate authority of college in the interest of learners. 2.

Contribution to West Bengal State Emergency Relief Fund Objective: The authority and all members of teaching and non-teaching staff of Ranaghat College have made generous contribution to West Bengal State Emergency Relief Fund in order to assist the COVID-hit people and participate in the relief works run by the government of West Bengal during the crisis caused by the pandemic in 2020. Context: COVID posed a serious challenge to the survival of people and the government of West Bengal created the emergency relief fund to assist people affected by the pandemic. The college authority and the staff of college showed their benevolent attitude and contributed a lump sum amount liberally for the sake of the relief works. Description: COVID, the menacing disease, affected people of the whole world, including those of West Bengal. A large sum of money was required to assist the helpless victims of the pandemic. In order to make proper arrangement of treatment of COVID patients and provide assistance to the families affected by the pandemic, Government of West Bengal created the State Emergency Relief Fund to collect donation of philanthropic people and institutes. The authority of Ranaghat College, along with all members of staff, responded to the appeal of the government and assisted the government to fight the challenge posed by the pandemic by making liberal contribution. The college authority contributed an amount of twenty lakhs (Rs. 20,000,00/-) from its own fund. All members of teaching and non-teaching staff of college collected an amount of two lakhs (Rs. 2,00,000/-) and donated the amount to the relief fund. The benevolent attitude of the college authority and staff of Ranaghat College was appreciated by the locals and the Government of West Bengal. Evidence of Success: Although the amount of contribution is meager, yet it has certainly helped in enriching the emergency relief fund created by the government of West Bengal to provide required assistance to people during pandemic. The applause of commoners and the administrative authority bear the proof of success of the initiative taken by the authority and staff of Ranaghat College. It is to be noted that the Ranaghat college generously donated highest amount money to the Govt. of West Bengal among colleges present in the state of West Bengal. Problem Encountered and Resources Required: The financial constraint posed a little problem. However the benevolence of the stakeholders of Ranaghat College enabled the authority to make arrangement of resources and contribute to the West Bengal State Emergency Relief Fund timely.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.ranaghatcollege.org.in/Best%20practice.html>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The vision and priority of the college are to provide education to poor and first-generation learners and prepare them to compete in different stages of life. The vision of the college to make the students socially conscious, morally upright and environmentally aware. The college aims to provide value-added-based teaching learning to its learners. It reflects that the value-added teaching performances are working perfectly among them. In every celebration or every programme, they take part actively, help each other and make the programs successful. They donate blood if necessary, help the villagers in the adopted villages, take the initiative to make the environment green, and campaign for a better earth continuously. Students of college get ample scope to participate in various cultural programs and competitions. Apart from cultural programs, athletic meet and matches of football, cricket, volleyball and indoor games are organized in the campus. Learners of this college put up excellent performance in games and sports at university and state level. Learners feel at ease during interaction with the all-caring teachers who are always ready to find solution to different issues of learners. Some members of teaching faculty make full use of technological aid to impart comprehensive learning to students. The procedure of formative and summative test is quite well-planned and it helps learners to proceed gradually towards excellent academic performance. In order to promote academic excellence, Department of English provides scholarship to the learner who secures highest marks in the final examination of B.A. English Honours every year.

Provide the weblink of the institution

<http://www.ranaghatcollege.org.in/index.aspx>

8.Future Plans of Actions for Next Academic Year

The college administration, in association with IQAC, has developed several initiatives that will be fulfilled in the coming years. The institution has the following plan for the next academic year these are as follows: 1. The college targets to introduce add-on courses for widening knowledge and developing the skills of learners. 2. It aims to make provision for classes to improve the communication skills and soft skills of learners. 3. The college plans to hold departmental seminars on relevant topics. 4. The IQAC plans to organize the online celebration of Librarians' Day 5. The institution plans to encourage learners to join community service during the pandemic. 6. Target to organize some online lectures on the development of integrity and helpful attitudes of learners. 7. The future plan is to organize a cultural program online. 8. Target to organize parents-teacher meeting online.