



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>RANAGHAT COLLEGE</b>
• Name of the Head of the institution	<b>Dr. Arup Kumar Maiti</b>	
• Designation	<b>Principal</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>03473215685</b>	
• Mobile no	<b>7797574097</b>	
• Registered e-mail	<b>naacrc2015@gmail.com</b>	
• Alternate e-mail	<b>ranaghatcollege@gmail.com</b>	
• Address	<b>Old Berhampore Road, Ranaghat, Nadia</b>	
• City/Town	<b>Ranaghat</b>	
• State/UT	<b>West Bengal</b>	
• Pin Code	<b>741201</b>	
<b>2.Institutional status</b>		
• Affiliated /Constituent	<b>Affiliated</b>	
• Type of Institution	<b>Co-education</b>	
• Location	<b>Urban</b>	

• Financial Status	Grants-in aid				
• Name of the Affiliating University	University of Kalyani				
• Name of the IQAC Coordinator	Dr. Arunoday Mukherjee				
• Phone No.	03473215685				
• Alternate phone No.	7098104878				
• Mobile	7098104878				
• IQAC e-mail address	rcnaac@ranaghatcollege.org.in				
• Alternate Email address	naacrc2015@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://www.ranaghatcollege.org.in/doc/65e30c2d391d7_aqar_report.pdf">http://www.ranaghatcollege.org.in/doc/65e30c2d391d7_aqar_report.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.ranaghatcollege.org.in/calendar.html">http://www.ranaghatcollege.org.in/calendar.html</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	Nil	2007	31/03/2007	30/03/2007
Cycle 2	C	1.87	2018	26/09/2018	25/09/2023
<b>6.Date of Establishment of IQAC</b>			07/09/2019		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	NIL	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>1. Class routine has been made meticulously and the provision for adequate number of online classes has been made for the completion of the syllabi of all subjects in time. 2. Most of the departments have organized webinars in collaboration with IQAC. Four international webinars, six national webinars and two state level webinars have been organized altogether. 3. Awareness program on COVID has been organized online in the interest of learners. 4. An ATM counter of SBI has been constructed and the Post Office building has been renovated. 5, Library Building has been renovated and ICT facilities have been developed further for the benefit of learners and teachers of all departments.</p>		
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		
Plan of Action	Achievements/Outcomes	
Classes and examination of all semesters for the current session have been delayed. The recommendation for online arrangement of classes has been made.	Arrangement has been made for online classes for students of all semesters.	
Recommendation has been made for holding online internal examination of students of all	Online Internal examination for all semesters has been conducted before the final examination	

semesters and analyzing their performance.	conducted by the university of Kalyani.
Recommendation has been made to organize online meeting of Alumni Association	Some departments have organized the online meeting of their alumni.
Recommendation has been made to make provision of classes for improving communication skill and soft skill of learners.	Learners have found the opportunity to develop their communication skill in course of attending online classes of communicative English which is the compulsory subject of every learner. Besides, learners have found opportunity to develop their soft skill in course of studying SEC included in the curriculum.
Recommendation has been made to organize webinars as far as possible.	Most of the departments have organized webinars in collaboration with IQAC. Four international webinars, six national webinars and two state level webinars have been organized altogether.
Recommendation has been made to organize the online celebration of Librarians' Day.	A webinar has been organized to celebrate Librarians' Day on 11th and 12th August, 2020.
Recommendation has been made to enhance grant for purchasing equipments needed to support ICT facilities.	The grant for purchasing equipment to support ICT facilities has been increased.
Some repairing works have been recommended.	Some repairing works have been done. Library and Post Office buildings have been renovated
Recommendation has been made to organize an awareness program on COVID	Awareness program on COVID has been organized online in the interest of learners.
Recommendation has been made for the cultivation of medicinal plants	Plot has been marked in the campus for the cultivation of medicinal plants and garden will be developed soon

<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Governing Body	01/12/2021
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2020-2021	15/02/2022
<b>15. Multidisciplinary / interdisciplinary</b>	
<p>Multidisciplinary course is a new concept introduced in new National Education Policy adopted by Government of India and UGC. This course provides a bridge among the different streams of science, humanities and commerce and offers a variety of subjects. Learners are able to get out of the limit of traditional subject combination and may choose any subject of their choice. It signifies a kind of integration in the curriculum where diverse perspectives are merged together. It helps undergraduate students to gain knowledge in different ways. Multidisciplinary course enables a learner to discover certain subject which suits his passion. In Ranaghat College, students of First Semester are taught Library Science as the multidisciplinary course. It includes tools of management, information technology and education. Learners of all disciplines namely Science, Humanities and Commerce study Library Science as multidisciplinary course and find an opportunity to learn a new subject in addition to those of other disciplines. By studying Library Science, learners come to know about the ways of collection, organization, preservation and dissemination of information. The course proves to be quite beneficial to learners as they are imparted formal lesson about the management and proper use of library. The course also opens for them a new avenue of career.</p>	
<b>16. Academic bank of credits (ABC):</b>	
<p>Under the new National Education Policy, the provision has been made for academic bank of credits. Academic Bank of Credits (ABC) is the initiative of Ministry of Electronics and Information Technology and Ministry of Education respectively. It facilitates learners to store the credit points digitally which help him them a lot. There is the</p>	

provision of exit and entry at the undergraduate level which grants freedom to learners to pursue another course in the middle of their undergraduate studies. In this case, the credit points earned by a learner are transferred to the institution where they pursue the course. As an affiliated college of University of Kalyani, Ranaghat College has followed the guidelines of the university in the matter of credit bank. As per the guideline of the university, all the learners of college from 2020-21 onwards got registered to the academic bank of credits. The registered learner got unique ID which served as a link to the online depository of his or her academic credentials. ABC ID facilitates learners to digitally store, manage, and access all their academic credits, including degrees, diplomas, certificates, training details, and co-curricular accomplishments. By registering themselves to Academic Bank of Credits, the learners of college got a secure online platform to store all kinds of documents regarding their educational qualification and they would have little anxiety for the physical loss of documents.

#### **17.Skill development:**

The development of skill of learners of the institution of higher education has been the focus of the educational policy of the government and UGC for a few years. By developing their skill in course of the journey of learning, learners of the institution of higher education are able to enhance their fitness for the job market. For this reason, the educationists have felt the need for the introduction of courses in the curriculum to enhance both the vocational skill and soft skill of students. In CBCS curriculum followed by Ranaghat College from 2018 onwards, there is the Skill Enhancement Course (SEC) for the learners of all disciplines. The course is commensurate with the subject of the learner's choice. In case of some departments, the practical training has been imparted in addition to theoretical knowledge under Skill Development Course. The emphasis on the course related to the development of skill of learners has been laid too in new National Education Policy 2020 implemented in Ranaghat College following the instruction of University of Kalyani from 2023. The Skill Development Course facilitates learners to know about various soft skills like emotional intelligence, adaptability and successful leadership. By going through Skill Development Course, learners are able to build up their personality, employability and achieve success in their professional career.

#### **18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

For the last few years, UGC has emphasized the dissemination of

knowledge of Indian languages and culture and the curriculum of undergraduate programs has been framed as such. Through imparting the knowledge of Indian culture and languages, the institute of higher education develops in learners the proper understanding of Indian values and their affinity to the Indian literature and culture. There is the reflection of it in the CBCS curriculum adopted in Ranaghat College in the session 2018-19. The emphasis on Indian Knowledge system has been laid too in National Education Policy of 2020. In the CBCS curriculum of English Honours, learners study the old Indian literature including the translated Indian epics and old Sanskrit plays. There is also the initiative taken in the undergraduate curriculum to make learners aware of the creative works of different Indian languages. In the curriculum of English Honours, the English translation of Tamil epic has been introduced to make learners of Northern India aware of the South Indian Literature. There is the compulsory paper related to modern Indian language which the undergraduate learners of Ranaghat College of all the disciplines namely Humanities, Science and Commerce are required to study. The online teaching of all subjects including the paper the related to Indian literature and culture started in Ranaghat College during the period of lockdown and it is also conducted nowadays at times.

#### **19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

The education based on outcome is the focal point of the new National Education Policy and Ranaghat College has been promoting outcome-based education within the purview of curriculum prescribed by University of Kalyani. The learners of Ranaghat College have been made aware of the program outcome and course outcome in the beginning of their session. Teachers bear in mind the learning outcome all the time while engaging theoretical and practical classes and conducting internal examination. As learners become aware of the outcome of their learning, they take keen interest in studying the concerned subject elaborately to gain mastery over it and reach the desired goal. Some departments of Ranaghat College conduct add-on courses to fulfil the mission of outcome-based education. The undergraduate learners studying English literature have tried to gain command over English language, so that they may be able to translate the books or other articles of other languages into English properly. On the other hand, they may pursue higher education and conduct research in English literature. Similarly, the learners pursuing Honours course in subjects of Science try to gain the adequate theoretical and practical knowledge of the concerned subjects, so that they may join certain scientific research institute in future. The devoted teaching faculty of Botany trained

the undergraduate learners in grafting and preparing vermin-compost to develop their professional skill. The outcome-based education has helped the learners of Ranaghat College a lot in their professional career.

## 20.Distance education/online education:

Like all other educational institutes, the online academic activities of Ranaghat College gained momentum during the period of lockdown due to COVID. All the classes of the session 2020-21 were engaged online. Most of the classes were engaged by teachers on Google meet or on such portal regularly according to class routine. The college has developed infrastructure to facilitate online classes. Apart from online classes, the internal examination was also conducted through online mode. Along with the internal examination, the university examinations for all classes were conducted and the evaluation of answer-scripts were done through online mode successfully. A number of webinars on relevant topics were organized online during the period of lockdown and afterwards for the benefit of learners. In spite of prolonged lockdown during COVID, the whole syllabi of all subjects were completed well ahead of university examination through online classes. Online education provides learners facility to receive education in the comforts of home. Online classes are often engaged during the long vacation and the period of examination in the interest of learners of college. So far as distance education is concerned, Ranaghat College has been promoting it for many years. The two centres of distance education at Ranaghat College affiliated to IGNOU and DODL of University of Kalyani respectively provides the opportunity to a considerable number of learners to pursue Degree and Postgraduate courses.

## Extended Profile

### 1.Programme

1.1 750

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1 5896



Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2 **2921**

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 **2622**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1 **101**

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 **105**

Number of sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>750</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1	<b>5896</b>
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	<b>2921</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	<b>2622</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3. Academic

3.1	<b>101</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	105
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	67
Total number of Classrooms and Seminar halls	
4.2	15070259
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	110
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

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.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://acrobat.adobe.com/id/urn:aaid:sc:AP:309998bf-6720-42cf-a65d-c2e382fc7ea5">https://acrobat.adobe.com/id/urn:aaid:sc:AP:309998bf-6720-42cf-a65d-c2e382fc7ea5</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic calendar plays a vital role in conducting academic and extracurricular activities smoothly in an educational institution. In the beginning of the session, an academic calendar was prepared centrally. The academic calendar was intended to make maximum utilization of working days fruitfully. Besides the provision of adequate number of classes, the academic calendar included the schedule of admission and examinations. The days of anniversary of important events, cultural and sports events and the tentative days of seminars and workshops were included in the academic calendar. All departments fixed days of their individual programs, meetings and internal assessment on the basis of centrally prepared academic calendar.

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.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="http://www.ranaghatcollege.org.in/calendar.html">http://www.ranaghatcollege.org.in/calendar.html</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

**18**

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year**

### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

5

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

204

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

### 1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The teaching faculty of the college was always eager to discuss crosscutting issues related to gender, ethics and environment in the class within the scope of the curriculum in order to make learners socially conscious. In the curriculum of University of Kalyani meant for undergraduate students, there was ample scope of imparting lessons on the aforementioned crosscutting issues. In the syllabus of English Honours prescribed for the students of the 5th semester, there was a core course related to women's literature. The course includes the fictional and non-fictional writings and poetry of female litterateurs specifically of both the Indian and Western countries. By going through the paper, learners became aware of the position of women in society and the social and emotional issues related to gender. Besides, the lesson related to gender is an integral part of the curriculum of Sociology. Ethics and values form an important part of the curriculum of Philosophy prescribed for undergraduate learners. So

far as environmental issues are concerned, all the students of undergraduate programs of Science, Humanities, and Commerce had to complete environmental studies and projects compulsorily. In course of working on environmental projects, learners became conscious of environmental hazards and thought about ways to preserve the clean environment. Apart from classroom discussions, sometimes seminars were also organized on the departmental level on crosscutting issues.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

1

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

2157

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

## 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders**  
**Students**  
**Teachers**  
**Employers**  
**Alumni**

**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="http://www.ranaghatcollege.org.in/Feedback.html">http://www.ranaghatcollege.org.in/Feedback.html</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="http://www.ranaghatcollege.org.in/Feedback.html">http://www.ranaghatcollege.org.in/Feedback.html</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**



5896

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

3016

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Assessing student learning levels and organizing specialized programs for both advanced and slow learners is an excellent approach to promoting inclusive education and ensuring that all students receive the support they need to thrive academically. 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. 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 academic growth. Teachers are always responsive during telephonic conversations with students regarding their needs. On the other hand, for slow learners, providing additional support such as tutoring, remedial classes can help them catch up to their peers and succeed academically. 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. It fosters a supportive and

inclusive learning environment where all students feel valued and empowered to succeed.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
6570	101

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Ranaghat College gives importance on student centric methodology through hands-on experiences, where students actively engage with the subject matter through real-world tasks, projects, or experiments. Teachers present their content in interactive way and encourage students thorough Audio-Visual aids, Google Classroom, Study tour and field visits to provide experiential and participative learning. Students participate in various activities such as seminars, group discussions, brainstorming sessions on particular topic. Educational excursions are organized every year for experiential learning of the Departments of Botany, Zoology, Geography. Students regularly participate in various co-curricular and outreach programmes and contribute to the wall magazines published by various departments. Students are encouraged to attend different national and international seminar to understand the current happening of the world and enrol in certificate courses introduced by the college on Computer Applications, Web designing. Career counselling system helps the students for appearing in competitive examinations and it also provides information about emerging branches of science and technology like Geographical Information System and GNSS technology. The college is trying to create dynamic and engaging learning environments that may cater to the diverse needs and learning styles of

students by integrating these student-centric methods into teaching practices.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="https://drive.google.com/drive/folders/1weIqnMI5gwOvUUvT_mzPRt8qjlCt9hnR?usp=sharing">https://drive.google.com/drive/folders/1weIqnMI5gwOvUUvT_mzPRt8qjlCt9hnR?usp=sharing</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Information and Communication Technology (ICT) encompass a wide range of digital resources, including multimedia presentations, interactive simulations, educational software, online platforms, and communication technologies. ICT facilitates communication and collaboration among students and teachers through email, discussion forums, video conferencing, and collaborative editing tools, fostering a connected learning community. Overall, ICT-enabled tools empower teachers to create dynamic, interactive, and student-centered learning environments that cater to diverse learning styles, promote active engagement, and enhance educational outcomes. Considering the facts, Ranaghat college has taken several initiatives to implement ICT enabled teaching learning in the last few years. In addition to chalk and talk method of teaching, faculty members are nowadays using ICT enabled learning tools such as- PPT, PDF, video clippings, audio clippings and other online resources to expose the students for advanced knowledge and practical learning. Class rooms belonging to many Departments are ICT enabled with projectors. The college campus has high-speed internet facility. The institute has subscription to Information and Library Network (INFLIBNET) Centre to access online resources. The College library the KOHA software for library management.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

101

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

#### 2.4.1 - Number of full time teachers against sanctioned posts during the year

101

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

#### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

##### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

35

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

1127

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Ranaghat College strives to ensure transparent and fair internal assessment under the Kalyani University CBCS system (w.e.f. 2018). As far as the Core Courses are concerned, the internal assessments (for 10 marks) were conducted in the forms of written examinations, assignments, and viva by the respective departments. 5 marks were allotted to the attendance of the students represented in the internal evaluation. However, the attendance component is missing for the Skill Enhancement courses. For practical-based subjects, apart from marks allotted for attendance (5) and Internal Assessment (10), 20 marks are allotted for practical examination. Due to the pandemic situation, face-to-face internal assessments or class tests could not be held. However, the entire examination system was switched to an online mode where question papers for internal, tutorial, final theory, and practical papers were uploaded and further scripts were downloaded and evaluated by teachers within the stipulated time frame. Overall, the internal assessment of Ranaghat College is transparent and robust and it inspires confidence in stakeholders

that students are being evaluated fairly and accurately, leading to better outcomes for learning and development.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Ranaghat College is committed to ensuring transparency, timeliness, and efficiency in handling internal examination-related grievances. As a good practice, the answer scripts of internal class tests and assignments are shared with students. Students can check their answer scripts and in case of corrections in the total of marks or assessment of answers are identified by students, and are immediately addressed by the faculty members. In general, the Examination Committee conducts and looks after the centralized Internal examinations in the college. The information regarding internal examination The students can register their grievances and complaints of the internal examination with the Examination Committee. Students can directly register their complaints with the respective heads of the departments or any faculty members associated with the respective department.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Preparing the Course Outcomes (COs) and Programme Specific Outcomes (PSOs) across all departments is a great way to ensure consistency and alignment with the overall educational goals of the institution. It also facilitates easier tracking and assessment of student learning outcomes. Programme outcomes and course outcomes for all Programmes offered by the college are stated and displayed on the website and communicated to teachers

and students. The Academic Council along with the Internal Quality Assurance Cell (IQAC) of the college take the initiative to communicate the Course Outcomes (COs) to the students admitted to the college. The curriculum of all the programmes is framed by the University of Kalyani. The outline of the program outcomes is mentioned in the orientation programme for the newly admitted students on the day of the commencement of an academic session. A uniform structured Course-Outcome, Programme Specific Outcome tabular format is prepared by all the departments and is collated together to form a consolidated document. IQAC in its meetings during the semesters and at the end of the semesters discuss with all stakeholders regarding the achievements of POs and COs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.ranaghatcollege.org.in/co%20po%20pso.html">http://www.ranaghatcollege.org.in/co%20po%20pso.html</a>
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Programme Outcomes, Programme Specific Outcomes and Course Outcomes Attainments are monitored in the following manner: In the Mentor-mentee system, an individual mentor is assigned the duty to monitor the learning level of the mentee and to identify his shortfall or difficulties in understanding the courses. Academically weak students are identified, department arranges remedial classes for them. In Ranaghat College, the process of attainment of COs and PSOs commences with the formulation of Consolidated centralized routines for all the programmes. Under the routines, faculty members conduct regular lectures. The examination regulations, modalities and guidelines laid down by Kalyani University are adhered to. The Course structure and credit weightage are given in the prospectus. In 2020-21 all the examinations were held in the online mode. End-semester examinations were also held online mode on UGC and KU regulations. In recent times the Final Semester results of Ranaghat College students are highly promising. Ranaghat College also conducts continuous internal evaluation through class tests, discussions, and project-based assignments, which helps to gauge the course outcomes and provides opportunities for students to improve. Practical examinations and viva voce/group discussion in several

curricula enable evaluation of the learning outcomes more objectively.

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for Additional information	<p><u>Programme Outcomes, Programme Specific Outcomes and Course Outcomes Attainments are monitored in the following manner: In Mentor-mentee system, individual mentor is assigned with the duty to monitor the learning level of the mentee and to identify his shortfall or difficulties in understanding the courses. Academically weak students are identified, departmental arrange remedial classes for them. In Ranaghat College, the process of attainment of COs and PSOs commence with the formulation of Consolidated centralized routines for all the programmes. In accordance with the routines, faculty members conduct regular lectures. The examination regulations, modalities and guidelines laid down by Kalyani University are adhered to. The Course structure, credit weightage are given in the prospectus. In 2020-21 all the examinations were held in the online mode. End semester examinations were also held in online mode in accordance with UGC and KU regulations. In recent times the Final Semester results of Ranaghat College students are highly promising in nature. Ranaghat College also conducts continuous internal evaluation through class tests, discussions, project-based assignments, which helps to gauge the course outcomes and provides opportunities to students for improvement. Practical examinations and viva-voce/group discussion in several curricula enables evaluation of the learning outcomes more objectively.</u></p>

### 2.6.3 - Pass percentage of Students during the year



**2.6.3.1 - Total number of final year students who passed the university examination during the year****2838**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

**2.7 - Student Satisfaction Survey****2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

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

**RESEARCH, INNOVATIONS AND EXTENSION****3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****0**

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

**3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year****3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

**3.2 - Innovation Ecosystem**

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Modern age requires learners to be innovative and apply their knowledge to solve practical issues. Apart from conventional mode of learning, learners need to develop their kinesthetic skill and learn something more than what is prescribed in the curriculum. The members of teaching faculty of college have shown their eagerness in making learners innovative. Learners have got the opportunity to show their acumen in the matter of innovation in course of completing projects assigned to them by departmental teachers. Science outreach program has been organized in college to inspire the learners of the institute to be innovative. Some departments have organized students' seminar in which learners have used their innovative mind for their presentation in the seminar. So far as transfer of useful knowledge is concerned, the Department of Botany has imparted the lesson of mushroom culture,

preparation of vermicompost and grafting in addition to the lesson prescribed in the syllabus to help students go ahead in their professional career. College has planned to develop an incubation center for the purpose of building ecosystem for innovations and transferring practical knowledge.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

07

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

#### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

08

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The stakeholders of college are well aware of the social responsibility of the institute. Through the extension activities, learners and employees of college are able to perform a bit of social service. Some departments, along with NSS volunteers have organized cleaning program in the neighborhood of college. A large number of learners have shown keen interest and participated in the cleaning program with great enthusiasm. As plants keep the environment wholesome, the plantation program has been organized in the locality of college. Saplings have been planted on different spots outside college. A considerable number of learners have taken active part in plantation program in order to boost up greenery in the locality. Demographic survey has been done in certain localities near the institute to know about the socio

economical position of people. The demographic survey has also thrown light on the rate of literacy in the locality. Considering the menace of epidemic, a seminar has been organized on COVID-related issue and general hygiene. In the seminar, a number of local people, along with the learners and employees of college, have participated.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

### 3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year

#### 3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

5

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

#### 3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

100

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

#### 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution ensures adequate availability and optimal utilization of its infrastructure and physical facilities as it is critically linked with the teaching learning process of the college.

Again, at the beginning of this academic year assessment for replacement / up-gradation / addition of the existing infrastructure is carried out based on the suggestions from Heads of the departments, various faculty members from various departments, laboratory staffs after reviewing course requirements, computer-student ratio, budget constraints, working condition of the existing equipment and students' grievances. The various committees like building committee, Campus committee, Academic Council sit together to plan for all requirements regarding classrooms, laboratories, furniture, and other equipment. The college has now a dedicated and well-equipped administrative office building to facilitate all student's admission, examinations, students' scholarship, and other students related work.

There was pandemic situation due to Covid- 19 during this academic

year. Therefore, development of any physical facilities did not take place in the campus.

The college has installed solar power generating unit on its roof. Which provide some power demand in the campus.

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for additional information	<p><a href="https://drive.google.com/drive/folders/13SvOLdnggmO42iJ9VuHoeP0XrValNss-?usp=drive_link">1. Some geotag photographs newly built Admirative buildings well as well-furnished office space inside the building. https://drive.google.com/drive/folders/13SvOLdnggmO42iJ9VuHoeP0XrValNss-?usp=drive_link</a></p> <p><a href="https://drive.google.com/drive/folders/1sMuI_LCI0DH8ljrLtc57e0HL_Jge_wvh?usp=drive_link">2. Some more Geo- Tag photographs of Class rooms, Computation labs and seminar halls. https://drive.google.com/drive/folders/1sMuI_LCI0DH8ljrLtc57e0HL_Jge_wvh?usp=drive_link</a></p> <p><a href="https://drive.google.com/drive/folders/1-Npg_SCeNw6SbgJqbpsatIayigSPu6Bwj?usp=drive_link">3. Some Photographs of JB Building Class rooms. https://drive.google.com/drive/folders/1-Npg_SCeNw6SbgJqbpsatIayigSPu6Bwj?usp=drive_link</a></p> <p><a href="https://drive.google.com/drive/folders/13TEAxyRPd_v7zL-xs9IacDHFOiJclXxOY?usp=drive_link">4. Some geotag photographs of Solar Panel installed inside the Campus. https://drive.google.com/drive/folders/13TEAxyRPd_v7zL-xs9IacDHFOiJclXxOY?usp=drive_link</a></p>

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The importance of sports, games and other cultural activities have been the integral part of the day-to-day activities of the college. The department of Physical Education in the college is well equipped with various facilities in sports and games for indoor and outdoor also. The college has indoor game facilities as Table Tennis, badminton, and Cricket ground, Volley ball court and Football ground as outdoor games. Various tournaments and competition are being organised among students throughout the year. College also observes Student's Week every year where students participate a week long intra college sports activities like Football, Cricket, Volleyball. Kho- Kho, Kabaddi, Badminton etc. But during this year no offline activities were organised by



any department of the college.

Number of cultural events in the college are organised by various departments like Bengali, Philosophy, Sanskrit, English etc throughout the year. Some of the cultural events like Kobi Pronam, Basanta Utsav, International Mother Language Day, International Women's Day have been organising regularly. All these events were happened in online mode since the covid- 19 pandemic has stopped any offline activities inside the campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/drive/folders/1chskr3pXCM6IVTGRrv9b2FJNBzSEMbFU?usp=drive_link">https://drive.google.com/drive/folders/1chskr3pXCM6IVTGRrv9b2FJNBzSEMbFU?usp=drive_link</a>

#### 4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

16

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://drive.google.com/drive/folders/1txw4ozu1OtLN8R_8P4n-nfBKvi2R_XQ1?usp=drive_link">https://drive.google.com/drive/folders/1txw4ozu1OtLN8R_8P4n-nfBKvi2R_XQ1?usp=drive_link</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

15070259/-

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Library is fully automated using Integrated Library Management System (ILMS) software SOUL during this academic year. It was then changed to KOHA Library management software during the year 2021-2022. During the period from July 2020 to June 2021, there was pandemic situation, physical books purchased were hampered. Library system mainly depends on digital medium and fully by remote access from the end of the students. Library services were provided through different network like social media, WhatsApp, email, e books, e contents etc. All regular physical services were closed due to rise of Covid 19 virus and surge of pandemic. But studies and learning needed to be carried out. So, in this situation there was a need of fully online support for teaching learning purpose which was provided by Ranaghat College Library. List of links were given to students from where students can get lots of e-resources fully free of cost like NDL and NLTR etc. Students were guided thoroughly how to access e - journals, eBooks by searching NLIST portal. Freely accessible study materials links, online story books links were given to students to boost their power of learning and also to entertain themselves through reading and learning.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="https://drive.google.com/drive/folders/1RNDg0AlhJzDA2v7uoEI5ToATtrBdYJnk?usp=drive_1">https://drive.google.com/drive/folders/1RNDg0AlhJzDA2v7uoEI5ToATtrBdYJnk?usp=drive_1</a> <a href="#">ink</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** **D. Any 1 of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

5000

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	No File Uploaded

**4.3 - IT Infrastructure**

**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

In 2020- 2021 the internet facility has been upgraded from local broadband to JIO Fiber. Recently, the institute has provided an appreciable speed of 150 Mbps. Some of the desktops on campus have been upgraded from Intel Core2Duo to Intel Core i3 and Intel Core i5 (4th GEN). This is in tandem with the need of the hour to ensure that the teaching-learning process is fruitful and effective. The monitors have been supplanted with LCDs/LEDs that ensure vision comfort especially due to extensive use by students, faculty members as well as staff members. Plans have been taken to transform the classes into Smart Classrooms. In line with the stipulated requirements mentioned in the University syllabi, every department upgrades licensed versions of up-to-date software that are in line with modern trends. LAN Connectivity & Wi-Fi connectivity the service Management & delivery is carried out by the Service providers in coordination with the Network Administrator. Entire network is protected with Endpoint Security antivirus software. Effective network security manages access to the network. IT Technical support staff monitor and maintain the computer systems and networks of labs, responsible for installing and configuring computer systems, diagnosing hardware and software faults.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://drive.google.com/drive/folders/1Gdq57U1k6iodbJs2j-ZjxPv8OFoiMAzB?usp=drive_link">https://drive.google.com/drive/folders/1Gdq57U1k6iodbJs2j-ZjxPv8OFoiMAzB?usp=drive_link</a>

#### 4.3.2 - Number of Computers

110

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution      A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

15070259/-

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The cleanliness of the campus is outsourced. The institute outsources the maintenance of infrastructure facilities. Following is the list of Annual maintenance contracts. Annual Pest Control Service Contract, Fire Systems Maintenance, Maintenance of UPS, Water Tank Cleaning, Drinking Water Purification AMC (Annual Maintenance Contract), Maintenance of CC Camera, and Maintenance of Copier machine is signed with respective agencies for preventive and corrective maintenance. The security of the institute is assigned to an external agency. The institute has a flower garden which is maintained by the gardener appointed by the college. Maintenance of Equipment & Computing Facilities: The institute has dedicated staff that oversees the maintenance & upkeep of equipment & computing facilities of the institution. All the standalone and dedicated computers and network systems connecting these computers are taken care of by the respective departments. All the electrical and electronics equipment are

looked after by the team of electrical maintenance staff consisting of electricians and technical staff. Various scientific laboratories are upgraded as per the need of the University syllabi from time to time. T Sanitization work in the campus had been going on regular basis during Covid- 19

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://drive.google.com/drive/folders/1lgyo4GC20ir1pXWLRH5O140O93g_B3x6?usp=drive_link">https://drive.google.com/drive/folders/1lgyo4GC20ir1pXWLRH5O140O93g_B3x6?usp=drive_link</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

7108

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

10

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**B. 3 of the above**

File Description	Documents
Link to Institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**2479**

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**2479**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student**

**A. All of the above**

**grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

1

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

15



File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

3

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

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 institution's decisions and policies reflect the collective interests and aspirations of the student community, promoting a holistic and enriching educational experience.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

## 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

1 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.

File Description	Documents
Paste link for additional information	<a href="https://acrobat.adobe.com/id/urn:aaid:sc:AP:b842cd02-d1e3-4961-93eb-3c6cdc980f07">https://acrobat.adobe.com/id/urn:aaid:sc:AP:b842cd02-d1e3-4961-93eb-3c6cdc980f07</a>
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Since the college authority has envisioned taking the college to a great height in all respects, the governance of the college has been developed as such. The academic council of the college which includes Heads of all departments has decided on various academic issues namely the timely beginning of classes, organizing internal examinations, and developing strategies for the improvement of the performance of learners. The Principal, along with the members of the Academic Council, has made a sincere effort and monitored the implementation of the resolution of the Academic Council for the enhancement of the academic excellence of the college. Various committees comprising the members of the teaching and non-teaching staff of the college have been constituted to monitor academic and extracurricular activities, discharge certain administrative responsibilities, and look after the infrastructural development of the institute. All those committees have functioned satisfactorily to develop the healthy environment of the institute and fulfill the mission of the college authority. The vision and mission of Ranaghat College include the upgradation of Classrooms, laboratories, and the extension of digital resources for better teaching-learning experience. Holistic development of students through extracurricular activities, sports and gymnasium facilities, psychological counseling, mentoring, yoga, and self-defense for female students.

File Description	Documents
Paste link for additional information	<a href="http://www.ranaghatcollege.org.in/doc/Mission%20and%20Vision%20of%20Ranaghat%20College.pdf">http://www.ranaghatcollege.org.in/doc/Mission%20and%20Vision%20of%20Ranaghat%20College.pdf</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The administration of the college has been run democratically. The Governing Body is at the apex of the administration making policy for the betterment of the college. As per the requirement of participative management, there is adequate representation of members of teaching and non-teaching staff and students in the Governing Body. Apart from the stakeholders of the college, there are nominees of the State Government and Kalyani University in the Governing Body. The representatives of teaching and non-teaching staff and students in the Governing Body have been elected in a democratic manner. Hence all kinds of decisions of the Governing Body regarding academic and administrative policy have been endorsed by all the stakeholders through their representatives. The Principal, with the assistance of the Academic Council, Teacher's Council and various committees, and the Students' Union, has implemented the decision of the Governing Body for the good health of the institute. Decentralization in academic, administrative and in extra-curricular activities is clearly visible in the college. Teachers' representation in committees like NCC, NSS, Placement, Cultural Committee, and Teachers' Representative in the Governing Body are examples of perfect decentralization. The Admission Committee and Academic Sub-Committee conduct admission procedures in the college.

File Description	Documents
Paste link for additional information	<a href="http://www.ranaghatcollege.org.in/management.html">http://www.ranaghatcollege.org.in/management.html</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The session 2020-21 has posed a serious challenge to all the academic institutes including Ranaghat College in the matter of continuing academic activities of college as it is the period of lockdown. Under the circumstances, the Governing Body and IQAC of the college have developed the strategy of conducting all the activities of college through online mode. Difficulties have come up in the way of implementation of the plan due to the absence of proper digital set-up and lack of experience of the stakeholders of the college. However through sincere and coordinated efforts of the authority, employees and students of college, the plan has been materialized successfully. The digital infrastructure has been developed in the institute to facilitate online activities. The members of teaching staff of college have used digital devices to conduct online classes for the learners. Learners have been instructed properly to participate in online classes and other activities. A number of webinars have been organized during the session with the support of an IT firm to keep students engaged in academic activity. The continuity of official works through online mode and successful management of online examinations have proved the success of the strategy.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="http://sem.rccas.org.in/student/">http://sem.rccas.org.in/student/</a>
Upload any additional information	<a href="#">View File</a>

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organogram of Ranaghat College reflects its democratic character of governance. The GB is the supreme authority of the college and the Principal is the Head of the institution. The IQAC and Teacher's Council are two important parts of the institution and are the two decision-making bodies of the college. The organizational structure works as follows: The Governing Body under the leadership of the President discusses issues relating to finance, infrastructure, etc. The Principal, assisted by the Teachers' Council and the Non-Teaching Staff, works as the chief administrator and manages the overall functioning of the college. There are many Administrative Sub Committees, comprising both the faculty members and non-teaching staff members of the college, which are formed for the smooth functioning of the Administrative

Activities of the college. The Bursar, appointed by the Governing Body and recommended by the Principal, manages internal finances and financial audits of the college to ensure effective utilization of funds. The Librarians supervise and maintain the upkeep of the library and upgrade its academic resources and facilities.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="http://www.ranaghatcollege.org.in/doc/organogram.jpg">http://www.ranaghatcollege.org.in/doc/organogram.jpg</a>
Upload any additional information	No File Uploaded

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

All staffs of Ranaghat college obtain several welfare measures from the Government which are like West Bengal Health Scheme: The teaching and non-teaching staffs under this Scheme get Cash-less Medical Treatments up to Rs. 1 lakh at Specified Government and Non-Government Hospitals. All staffs have the subscription to GPF and can obtain loan of zero interest from it. All members may enjoy the Leave facilities like Medical Leave, of 1 Maternity Leave, Child are Leave, Paternity Leave, On-Duty Leave, Half-Pay

Leave, Casual Leave and other extraordinary leave. Ranaghat college has a cooperative society from where staffs may avail their personal loan very easily. The college has a very good support facilities like Cante en. Clean drinking water, refrigerator ATM facility within the college campus, ramps, and Large play ground.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

### 6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

#### 6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

#### 6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0



File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

8

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

There is a robust mechanism developed by the college authority and the State Government for the appraisal of performance of the members of teaching and non-teaching staff of the college. So far as the performance of teaching staff is concerned, all members

need to secure satisfactory API score for further promotion. The score is commensurate with the fulfillment of their academic and other assignments. Naturally, teachers take meticulous care of their assignments like engaging classes regularly, monitoring the progress of learners and discharging various kinds of responsibility concerning the extracurricular activities. They need to place before the authority the requisite documents and concerning reports regarding their performance for the approval. The college authority also monitors the performance of non-teaching staff regularly. The members of non-teaching staff need to satisfy the authority by completing their assignments in time as their satisfactory performance paves the way for their progression. As the feedback from the stakeholders of college has been collected from time to time, the authority is able to assess the performance of the teaching and non-teaching staff of college on the basis of the feedback. Sometimes the academic and administrative audit has been done by the external agency too.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college authority has maintained transparency in the matter of financial transactions. For this purpose, the audit of the accounts of the college has been done in time. The college authority has arranged the internal audit of the accounts at regular intervals. There is an accountant in the college for maintaining accounts and keeping the records of financial transactions fair and square. One of the teaching members of college has been appointed as the bursar to monitor financial matters. The accountant and the bursar of college have taken proper care in maintaining accounts. They remain very cautious in the matter of financial transaction to avoid any kind of anomaly. They have taken into consideration the suggestion of the auditor during audit seriously and necessary measures have been adopted to improve the maintenance of accounts. The college authority has submitted the annual audit report to the State Government within the stipulated time. The Government of West Bengal has conducted

external audit and some anomalies pointed out during the audit have been set right in proper manner. The finance committee of college including internal and external members has also approved the audit report during the meeting.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

##### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Ranaghat College receives major funds from students' fees, self-financed courses, UGC, and the State Govt. The college mobilizes funds as per strategic planning, which was developed at the time of preparation of the budget. The college authority always boosts up all the members including teaching, non-teaching, and contractual staff to utilize these funds in due time in an optimal manner. Many committees exist in the college like the Development & Building Committee, Purchase Committee, Finance Committee, and Library Committee help in the preparation, allocation, and utilization of funds. Purchases are done through a tender system. All transaction is supported by the vouchers and bills are processed by the accounts section, the Bursar, and the Principal. Collections are deposited in the bank and expenditures, recurring and non-recurring, are incurred through Cheques/Electronic mode. A part of the tuition fees has to be returned to the Govt. of West

Bengal as a policy of the state Govt. and the residual part is utilized optimally.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC of college has remained quite active throughout the year in maintaining qualitative progress of the institute. Its members remained conversant with the various requirements and problems through their regular contact with the stakeholders of college. The meeting of IQAC has been organized at regular intervals to discuss issues related to academic activities, infrastructure and administrative process of the institute. The members of IQAC have consulted the teachers of different departments from time to time to know about the problems they face while running classes or conducting examination. After gathering information from different departments, IQAC has made necessary recommendations in order to meet the requirements of the departments. For this purpose, IQAC has urged the authority of college at times to take prompt action in the interest of the institute. IQAC has also reviewed the reports of different committees and taken active part to solve issues whenever required. IQAC has focused mainly on modernizing and enriching library, upgrading laboratories, construction of classrooms, promoting cultural and athletic activities and streamlining the administrative process for the convenience of staff and students in order to enhance the quality of the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

An academic calendar has been prepared in the beginning of the session and the IQAC has organized meeting with the members of teaching faculty of every department in order to urge them to follow the academic calendar in order to complete the prescribed syllabus in class well ahead of university examination. The principal and IQAC members have visited classrooms and different departments at times to gather feedback from the learners and teachers to know about the progress and issues related to teaching learning process. In order to provide the state-of-art education, the authority has focused attention on the development of SMART classrooms and digital mode of imparting lessons. Special care has been taken of the laboratories and practical classes to equip learners with the adequate knowledge of instruments and latest research in the concerning subjects. So far as the learning outcome is concerned, the internal examinations conducted from time to time have thrown light on the progress of learners. IQAC has reviewed the performance of learners in the internal and university examinations and made necessary recommendations to bring about the progress of educationally disadvantaged students in various ways.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://www.ranaghatcollege.org.in/doc/2020-21/scan0002.pdf">http://www.ranaghatcollege.org.in/doc/2020-21/scan0002.pdf</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

#### 7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Since the inception of college, meticulous care has been taken to promote women's education and co-curricular activities in college. Women's Cell of college has organized some programs for gender sensitization. During the beginning of the session, counseling of students has been done by the Principal and female members of teaching staff to enhance awareness of gender equity. The college has well-equipped common rooms and a number of toilets for female students. The members of Grievance Cell and Internal Complaints Committee have been watchful throughout the year to maintain discipline in the campus and solve all kinds of gender-related issues in time. Both male and female students have jointly taken part in the celebration of various programs and the activities of NCC and NSS without any fear or anxiety. During the celebration of International Women's Day, the female learners have participated in various programs related to gender consciousness. The presence of a large number of female learners in the college during the year bears witness to the sound arrangement of safety and security in the campus.

File Description	Documents
Annual gender sensitization action plan	<a href="http://www.ranaghatcollege.org.in/doc/ICC%20committee%20and%20Report.pdf">http://www.ranaghatcollege.org.in/doc/ICC%20committee%20and%20Report.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management**

The college is aware of its responsibilities towards the environment. The construction waste generated in the last five years during the campus expansion and maintenance projects was handled with local vendors. The college has a well-maintained drainage system, which takes the sewage into the drainage pipelines of Ranaghat Municipal Corporation. The chemical waste generated by the various departmental laboratories is diluted before being passed on to the corporation drainage system. The college takes immense care so that no stagnation or blockage of drainage happens inside the college campus. The e-waste generated by the office and various departments was cleared with the help of local vendors.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the** A. Any 4 or all of the above



**following 1.Green audit 2. Energy audit  
3.Environment audit 4.Clean and green  
campus recognitions/awards 5. Beyond the  
campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.**

**Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**

**5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

**Learners from all communities and classes have got admitted to**

college and the college authority has been determined to avoid any kind of discrimination. The members of teaching staff have remained cautious to do away with any sort of disparity among the learners inside and outside the classrooms. Counseling of learners has been done from time to time to promote harmony among them. Students of all communities and classes have adequate representation in Students' Union and various committees of college. Similarly the members of staff of all classes and communities have representation in various academic and administrative of college. In various extracurricular activities, the learners of diverse sociocultural background have participated enthusiastically. Signs have been placed in different parts of the campus to promote harmony among the stakeholders of college. No complaint regarding discrimination has been received by the grievance cell throughout the session.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The members of teaching and non-teaching staff, along with the authority of college are always eager to inculcate values in learners to turn them into responsible citizens in future. The faculty members of almost all departments have counseled students regularly to make them aware of values, so that they go ahead in life and career by cultivating them. The department of Philosophy has taken the lead in this matter as ethics is the part of undergraduate syllabus of Philosophy. Apart from the classroom lecture and seminar, participation of students and employees in various programs organized by the NCC and NSS units of college have developed in them the awareness about the importance of unity and team-spirit. The programs of NSS have made learners as well as employees aware of their social responsibility. Apart from value education, learners and employees have been made aware of various aspects of constitution of India through seminars and quiz programs. The Department of Political Science has also organized mock-Parliament contest to develop this kind of awareness in stakeholders of college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The stakeholders of college take keen interest in celebrating various commemorative days and festivals. The celebration makes learners aware of the significance of those days and also provides them opportunity for participation and enjoyment. However, during the period of lockdown, very few celebrations have been held and many of them have been organized online. The celebrations held during the year include the birth anniversaries of Rabindranath Tagore, Vidyasagar and Netaji Subhas Chandra Bose, the observance of Independence Day and Republic Day and the festival of Saraswati

Puja. So far as the international days are concerned, the International Women's Day, Bhasa Saheed Divas and World Environmental Day have been organized with great enthusiasm. The NCC cadets organized programs and colorful parade during the observance of Independence Day and Republic day. Apart from the celebrations mentioned above, Students' Week has been observed in college following the instruction of the Government of West Bengal. All the programs have been organized under the supervision of the authority.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

### 1. Providing Health Services to Learners through Students' Health Home

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 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. The initiative of Ranaghat College to join Students Health Home has provided a lot of benefits to learners. 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.

2. Creation of Poor and Merit Fund The authority of college has decided to create Poor and Merit Fund to provide financial help to students every year. A considerable number of learners of college belong to economically backward families. On considering all the aspects in 2020-21, an amount of 20,220/- has been distributed

among the needy learners after considering their eligibility properly.

File Description	Documents
Best practices in the Institutional website	<a href="http://www.ranaghatcollege.org.in/doc/Student%20Health%20Home%20(2018-23).pdf">http://www.ranaghatcollege.org.in/doc/Student%20Health%20Home%20(2018-23).pdf</a>
Any other relevant information	<a href="http://www.ranaghatcollege.org.in/doc/Creation%20of%20Poor%20and%20Merit%20Fund.pdf">http://www.ranaghatcollege.org.in/doc/Creation%20of%20Poor%20and%20Merit%20Fund.pdf</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The NCC and the NSS units of the college are very active and progressive. Both male and female students of college join the NCC and the NSS units and perform regular activities properly. The NCC cadets attend camps regularly inside the state of West Bengal and outside it and sometimes their performance is brilliant. Recently an NCC cadet took part in the Republic Day parade in New Delhi. The NSS unit of Ranaghat College holds camps at times and remains engaged in carrying on extension activities and organizing Health Awareness programs. Among the extracurricular activities, various types of programs and celebrations take place round the year. Programs like Bhasa Sahid Divas, Birth Anniversary of Netaji, Iswar Chandra Vidyasagar, Rabindranath Tagore, Kazi Najrul Islam, Teacher's Day, Independence Day, Republic Day, and other cultural programs are organized centrally and by various departments individually.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

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.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://acrobat.adobe.com/id/urn:aaid:sc:AP:309998bf-6720-42cf-a65d-c2e382fc7ea5">https://acrobat.adobe.com/id/urn:aaid:sc:AP:309998bf-6720-42cf-a65d-c2e382fc7ea5</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic calendar plays a vital role in conducting academic and

extracurricular activities smoothly in an educational institution. In the beginning of the session, an academic calendar was prepared centrally. The academic calendar was intended to make maximum utilization of working days fruitfully. Besides the provision of adequate number of classes, the academic calendar included the schedule of admission and examinations. The days of anniversary of important events, cultural and sports events and the tentative days of seminars and workshops were included in the academic calendar. All departments fixed days of their individual programs, meetings and internal assessment on the basis of centrally prepared academic calendar.

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.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="http://www.ranaghatcollege.org.in/calendar.html">http://www.ranaghatcollege.org.in/calendar.html</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

### 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

#### 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

18

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

5

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

204



File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The teaching faculty of the college was always eager to discuss crosscutting issues related to gender, ethics and environment in the class within the scope of the curriculum in order to make learners socially conscious. In the curriculum of University of Kalyani meant for undergraduate students, there was ample scope of imparting lessons on the aforementioned crosscutting issues. In the syllabus of English Honours prescribed for the students of the 5th semester, there was a core course related to women's literature. The course includes the fictional and non-fictional writings and poetry of female litterateurs specifically of both the Indian and Western countries. By going through the paper, learners became aware of the position of women in society and the social and emotional issues related to gender. Besides, the lesson related to gender is an integral part of the curriculum of Sociology. Ethics and values form an important part of the curriculum of Philosophy prescribed for undergraduate learners. So far as environmental issues are concerned, all the students of undergraduate programs of Science, Humanities, and Commerce had to complete environmental studies and projects compulsorily. In course of working on environmental projects, learners became conscious of environmental hazards and thought about ways to preserve the clean environment. Apart from classroom discussions, sometimes seminars were also organized on the departmental level on crosscutting issues.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

1

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

2157

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

### 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the

B. Any 3 of the above

<b>institution from the following stakeholders</b> <b>Students Teachers Employers Alumni</b>	
---	--

File Description	Documents
URL for stakeholder feedback report	<a href="http://www.ranaghatcollege.org.in/Feedback.html">http://www.ranaghatcollege.org.in/Feedback.html</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
---	---

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="http://www.ranaghatcollege.org.in/Feedback.html">http://www.ranaghatcollege.org.in/Feedback.html</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of students admitted during the year

5896

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

#### 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

##### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

3016	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Assessing student learning levels and organizing specialized programs for both advanced and slow learners is an excellent approach to promoting inclusive education and ensuring that all students receive the support they need to thrive academically. 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. 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 academic growth. Teachers are always responsive during telephonic conversations with students regarding their needs. On the other hand, for slow learners, providing additional support such as tutoring, remedial classes can help them catch up to their peers and succeed academically. 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. It fosters a supportive and inclusive learning environment where all students feel valued and empowered to succeed.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
6570	101

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Ranaghat College gives importance on student centric methodology through hands-on experiences, where students actively engage with the subject matter through real-world tasks, projects, or experiments. Teachers present their content in interactive way and encourage students thorough Audio-Visual aids, Google Classroom, Study tour and field visits to provide experiential and participative learning. Students participate in various activities such as seminars, group discussions, brainstorming sessions on particular topic. Educational excursions are organized every year for experiential learning of the Departments of Botany, Zoology, Geography. Students regularly participate in various co-curricular and outreach programmes and contribute to the wall magazines published by various departments. Students are encouraged to attend different national and international seminar to understand the current happening of the world and enrol in certificate courses introduced by the college on Computer Applications, Web designing. Career counselling system helps the students for appearing in competitive examinations and it also provides information about emerging branches of science and technology like Geographical Information System and GNSS technology. The college is trying to create dynamic and engaging learning environments that may cater to the diverse needs and learning styles of students by integrating these student-centric methods into teaching practices.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="https://drive.google.com/drive/folders/lw eIqnMI5gwQvUUvT_mzPRt8qjlCt9hnR?usp=sharing">https://drive.google.com/drive/folders/lw eIqnMI5gwQvUUvT_mzPRt8qjlCt9hnR?usp=sharing</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Information and Communication Technology (ICT) encompass a wide range of digital resources, including multimedia presentations, interactive simulations, educational software, online platforms, and communication technologies. ICT facilitates communication and collaboration among students and teachers through email, discussion forums, video conferencing, and collaborative editing tools, fostering a connected learning community. Overall, ICT-enabled tools empower teachers to create dynamic, interactive, and student-centered learning environments that cater to diverse learning styles, promote active engagement, and enhance educational outcomes. Considering the facts, Ranaghat college has taken several initiatives to implement ICT enabled teaching learning in the last few years. In addition to chalk and talk method of teaching, faculty members are nowadays using ICT enabled learning tools such as- PPT, PDF, video clippings, audio clippings and other online resources to expose the students for advanced knowledge and practical learning. Class rooms belonging to many Departments are ICT enabled with projectors. The college campus has high-speed internet facility. The institute has subscription to Information and Library Network (INFLIBNET) Centre to access online resources. The College library the KOHA software for library management.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

**2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )**

**2.3.3.1 - Number of mentors**

101

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

## 2.4 - Teacher Profile and Quality

### 2.4.1 - Number of full time teachers against sanctioned posts during the year

101

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

#### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

35

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

1127	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Ranaghat College strives to ensure transparent and fair internal assessment under the Kalyani University CBCS system (w.e.f. 2018). As far as the Core Courses are concerned, the internal assessments (for 10 marks) were conducted in the forms of written examinations, assignments, and viva by the respective departments. 5 marks were allotted to the attendance of the students represented in the internal evaluation. However, the attendance component is missing for the Skill Enhancement courses. For practical-based subjects, apart from marks allotted for attendance (5) and Internal Assessment (10), 20 marks are allotted for practical examination. Due to the pandemic situation, face-to-face internal assessments or class tests could not be held. However, the entire examination system was switched to an online mode where question papers for internal, tutorial, final theory, and practical papers were uploaded and further scripts were downloaded and evaluated by teachers within the stipulated time frame. Overall, the internal assessment of Ranaghat College is transparent and robust and it inspires confidence in stakeholders that students are being evaluated fairly and accurately, leading to better outcomes for learning and development.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient



Ranaghat College is committed to ensuring transparency, timeliness, and efficiency in handling internal examination-related grievances. As a good practice, the answer scripts of internal class tests and assignments are shared with students. Students can check their answer scripts and in case of corrections in the total of marks or assessment of answers are identified by students, and are immediately addressed by the faculty members. In general, the Examination Committee conducts and looks after the centralized Internal examinations in the college. The information regarding internal examination The students can register their grievances and complaints of the internal examination with the Examination Committee. Students can directly register their complaints with the respective heads of the departments or any faculty members associated with the respective department.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Preparing the Course Outcomes (COs) and Programme Specific Outcomes (PSOs) across all departments is a great way to ensure consistency and alignment with the overall educational goals of the institution. It also facilitates easier tracking and assessment of student learning outcomes. Programme outcomes and course outcomes for all Programmes offered by the college are stated and displayed on the website and communicated to teachers and students. The Academic Council along with the Internal Quality Assurance Cell (IQAC) of the college take the initiative to communicate the Course Outcomes (COs) to the students admitted to the college. The curriculum of all the programmes is framed by the University of Kalyani. The outline of the program outcomes is mentioned in the orientation programme for the newly admitted students on the day of the commencement of an academic session. A uniform structured Course-Outcome, Programme Specific Outcome tabular format is prepared by all the departments and is collated together to form a consolidated document. IQAC in its meetings during the semesters and at the end of the semesters discuss with all

stakeholders regarding the achievements of POs and COs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.ranaghatcollege.org.in/co%20po%20pso.html">http://www.ranaghatcollege.org.in/co%20po%20pso.html</a>
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Programme Outcomes, Programme Specific Outcomes and Course Outcomes Attainments are monitored in the following manner: In the Mentor-mentee system, an individual mentor is assigned the duty to monitor the learning level of the mentee and to identify his shortfall or difficulties in understanding the courses. Academically weak students are identified, department arranges remedial classes for them. In Ranaghat College, the process of attainment of COs and PSOs commences with the formulation of Consolidated centralized routines for all the programmes. Under the routines, faculty members conduct regular lectures. The examination regulations, modalities and guidelines laid down by Kalyani University are adhered to. The Course structure and credit weightage are given in the prospectus. In 2020-21 all the examinations were held in the online mode. End-semester examinations were also held online mode on UGC and KU regulations. In recent times the Final Semester results of Ranaghat College students are highly promising. Ranaghat College also conducts continuous internal evaluation through class tests, discussions, and project-based assignments, which helps to gauge the course outcomes and provides opportunities for students to improve. Practical examinations and viva voce/group discussion in several curricula enable evaluation of the learning outcomes more objectively.

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for Additional information	<p><u>Programme Outcomes, Programme Specific Outcomes and Course Outcomes Attainments are monitored in the following manner: In Mentor-mentee system, individual mentor is assigned with the duty to monitor the learning level of the mentee and to identify his shortfall or difficulties in understanding the courses. Academically weak students are identified, departmental arrange remedial classes for them. In Ranaghat College, the process of attainment of COs and PSOs commence with the formulation of Consolidated centralized routines for all the programmes. In accordance with the routines, faculty members conduct regular lectures. The examination regulations, modalities and guidelines laid down by Kalyani University are adhered to. The Course structure, credit weightage are given in the prospectus. In 2020-21 all the examinations were held in the online mode. End semester examinations were also held in online mode in accordance with UGC and KU regulations. In recent times the Final Semester results of Ranaghat College students are highly promising in nature. Ranaghat College also conducts continuous internal evaluation through class tests, discussions, project-based assignments, which helps to gauge the course outcomes and provides opportunities to students for improvement. Practical examinations and viva-voce/group discussion in several curricula enables evaluation of the learning outcomes more objectively.</u></p>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination

<b>during the year</b>	
2838	
File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil
<b>2.7 - Student Satisfaction Survey</b>	
<b>2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)</b>	
<a href="http://www.ranaghatcollege.org.in/student%20satisfaction%20survey.html">http://www.ranaghatcollege.org.in/student%20satisfaction%20survey.html</a>	
<b>RESEARCH, INNOVATIONS AND EXTENSION</b>	
<b>3.1 - Resource Mobilization for Research</b>	
<b>3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)</b>	
<b>3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)</b>	
0	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded
<b>3.1.2 - Number of teachers recognized as research guides (latest completed academic year)</b>	
<b>3.1.2.1 - Number of teachers recognized as research guides</b>	

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

### 3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

#### 3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

#### 3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Modern age requires learners to be innovative and apply their knowledge to solve practical issues. Apart from conventional mode of learning, learners need to develop their kinesthetic skill and learn something more than what is prescribed in the curriculum. The members of teaching faculty of college have shown their eagerness in making learners innovative. Learners have got the opportunity to show their acumen in the matter of innovation in course of completing projects assigned to them by departmental teachers. Science outreach program has been organized in college to inspire the learners of the institute to be innovative. Some departments have organized students' seminar in which learners have used their innovative mind for their presentation in the seminar. So far as transfer of useful knowledge is concerned, the Department of Botany has imparted

the lesson of mushroom culture, preparation of vermicompost and grafting in addition to the lesson prescribed in the syllabus to help students go ahead in their professional career. College has planned to develop an incubation center for the purpose of building ecosystem for innovations and transferring practical knowledge.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

07

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

**3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year****3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

08

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year****3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.4 - Extension Activities**

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The stakeholders of college are well aware of the social responsibility of the institute. Through the extension activities, learners and employees of college are able to perform a bit of social service. Some departments, along with NSS volunteers have organized cleaning program in the neighborhood of college. A large number of learners have shown keen interest and participated in the cleaning program with great enthusiasm. As plants keep the environment wholesome, the plantation program has been organized in the locality of college. Saplings have been planted on different spots outside college. A considerable number of learners have taken active part in plantation program in order to boost up greenery in the

locality. Demographic survey has been done in certain localities near the institute to know about the socio economical position of people. The demographic survey has also thrown light on the rate of literacy in the locality. Considering the menace of epidemic, a seminar has been organized on COVID-related issue and general hygiene. In the seminar, a number of local people, along with the learners and employees of college, have participated.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### **3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

#### **3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

### **3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

#### **3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

5



File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

#### 3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

100

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

#### 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution ensures adequate availability and optimal utilization of its infrastructure and physical facilities as it is critically linked with the teaching learning process of the college.

Again, at the beginning of this academic year assessment for replacement / up-gradation / addition of the existing infrastructure is carried out based on the suggestions from Heads of the departments, various faculty members from various departments, laboratory staffs after reviewing course requirements, computer-student ratio, budget constraints, working condition of the existing equipment and students' grievances. The various committees like building committee, Campus committee, Academic Council sit together to plan for all requirements regarding classrooms, laboratories, furniture, and other equipment. The college has now a dedicated and well-equipped administrative office building to facilitate all student's admission, examinations, students' scholarship, and other students related work.

There was pandemic situation due to Covid- 19 during this

academic year. Therefore, development of any physical facilities did not take place in the campus.

The college has installed solar power generating unit on its roof. Which provide some power demand in the campus.

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for additional information	<p><a href="https://drive.google.com/drive/folders/13SvOLdnggm042iJ9VuHoeP0XrValNss-?usp=drive_link">1. Some geotag photographs newly built Admirative buildings well as well-furnished office space inside the building. https://drive.google.com/drive/folders/13SvOLdnggm042iJ9VuHoeP0XrValNss-?usp=drive_link</a></p> <p><a href="https://drive.google.com/drive/folders/1sMuI_LCI0DH8ljrLtc57e0HL_Jge_wvh?usp=drive_link">2. Some more Geo- Tag photographs of Class rooms, Computation labs and seminar halls. https://drive.google.com/drive/folders/1sMuI_LCI0DH8ljrLtc57e0HL_Jge_wvh?usp=drive_link</a></p> <p><a href="https://drive.google.com/drive/folders/1-NpgSCeNw6SbgJqbpsatIayigSPu6Bwj?usp=drive_link">3. Some Photographs of JB Building Class rooms. https://drive.google.com/drive/folders/1-NpgSCeNw6SbgJqbpsatIayigSPu6Bwj?usp=drive_link</a></p> <p><a href="https://drive.google.com/drive/folders/13TEAxyRPdv7zL-xs9IacDHF0iJclXxOY?usp=drive_link">4. Some geotag photographs of Solar Panel installed inside the Campus. https://drive.google.com/drive/folders/13TEAxyRPdv7zL-xs9IacDHF0iJclXxOY?usp=drive_link</a></p>

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The importance of sports, games and other cultural activities have been the integral part of the day-to-day activities of the college. The department of Physical Education in the college is well equipped with various facilities in sports and games for indoor and outdoor also. The college has indoor game facilities as Table Tennis, badminton, and Cricket ground, Volley ball court and Football ground as outdoor games. Various tournaments and competition are being organised among students throughout the year. College also observes Student's Week every year where students participate a week long intra college sports activities like Football, Cricket, Volleyball. Kho- Kho, Kabaddi, Badminton etc. But during this year no offline

activities were organised by any department of the college.

Number of cultural events in the college are organised by various departments like Bengali, Philosophy, Sanskrit, English etc throughout the year. Some of the cultural events like Kobi Pronam, Basanta Utsav, International Mother Language Day, International Women's Day have been organising regularly. All these events were happened in online mode since the covid- 19 pandemic has stopped any offline activities inside the campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/drive/folders/lchskr3pXCM6IVTGRRv9b2FJNBzSEMBFU?usp=drive_link">https://drive.google.com/drive/folders/lchskr3pXCM6IVTGRRv9b2FJNBzSEMBFU?usp=drive_link</a>

#### 4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

16

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://drive.google.com/drive/folders/ltxw4ozu1OtLN8R_8P4n-nfBKvi2R_XQ1?usp=drive_link">https://drive.google.com/drive/folders/ltxw4ozu1OtLN8R_8P4n-nfBKvi2R_XQ1?usp=drive_link</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

15070259/-

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Library is fully automated using Integrated Library Management System (ILMS) software SOUL during this academic year. It was then changed to KOHA Library management software during the year 2021- 2022. During the period from July 2020 to June 2021, there was pandemic situation, physical books purchased were hampered. Library system mainly depends on digital medium and fully by remote access from the end of the students. Library services were provided through different network like social media, WhatsApp, email, e books, e contents etc. All regular physical services were closed due to rise of Covid 19 virus and surge of pandemic. But studies and learning needed to be carried out. So, in this situation there was a need of fully online support for teaching learning purpose which was provided by Ranaghat College Library. List of links were given to students from where students can get lots of e-resources fully free of cost like NDL and NLTR etc. Students were guided thoroughly how to access e - journals, eBooks by searching NLIST portal. Freely accessible study materials links, online story books links were given to students to boosts their power of learning and also to entertain themselves through reading and learning.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="https://drive.google.com/drive/folders/1RNDq0AlhJzDA2v7uoEI5ToATtrBdYJnk?usp=drive_link">https://drive.google.com/drive/folders/1RNDq0AlhJzDA2v7uoEI5ToATtrBdYJnk?usp=drive_link</a>

<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>D. Any 1 of the above</b>
--	------------------------------

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### **4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

##### **4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

5000

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### **4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

##### **4.2.4.1 - Number of teachers and students using library per day over last one year**

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	No File Uploaded

#### **4.3 - IT Infrastructure**

## 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

In 2020- 2021 the internet facility has been upgraded from local broadband to JIO Fiber. Recently, the institute has provided an appreciable speed of 150 Mbps. Some of the desktops on campus have been upgraded from Intel Core2Duo to Intel Core i3 and Intel Core i5 (4th GEN). This is in tandem with the need of the hour to ensure that the teaching-learning process is fruitful and effective. The monitors have been supplanted with LCDs/LEDs that ensure vision comfort especially due to extensive use by students, faculty members as well as staff members. Plans have been taken to transform the classes into Smart Classrooms. In line with the stipulated requirements mentioned in the University syllabi, every department upgrades licensed versions of up-to-date software that are in line with modern trends. LAN Connectivity & Wi-Fi connectivity the service Management & delivery is carried out by the Service providers in coordination with the Network Administrator. Entire network is protected with Endpoint Security antivirus software. Effective network security manages access to the network. IT Technical support staff monitor and maintain the computer systems and networks of labs, responsible for installing and configuring computer systems, diagnosing hardware and software faults.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://drive.google.com/drive/folders/1Gdq57U1k6iodbJs2j-ZjxPv80FoiMAzB?usp=drive_link">https://drive.google.com/drive/folders/1Gdq57U1k6iodbJs2j-ZjxPv80FoiMAzB?usp=drive_link</a>

## 4.3.2 - Number of Computers

110

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

<b>4.3.3 - Bandwidth of internet connection in the Institution</b>	<b>A. ? 50MBPS</b>
<b>File Description</b>	<b>Documents</b>
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>
<b>4.4 - Maintenance of Campus Infrastructure</b>	
<b>4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)</b>	
<b>4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)</b>	
<b>15070259/-</b>	
<b>File Description</b>	<b>Documents</b>
Upload any additional information	<b>No File Uploaded</b>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	
<p>The cleanliness of the campus is outsourced. The institute outsources the maintenance of infrastructure facilities. Following is the list of Annual maintenance contracts. Annual Pest Control Service Contract, Fire Systems Maintenance, Maintenance of UPS, Water Tank Cleaning, Drinking Water Purification AMC (Annual Maintenance Contract), Maintenance of CC Camera, and Maintenance of Copier machine is signed with respective agencies for preventive and corrective maintenance. The security of the institute is assigned to an external agency. The institute has a flower garden which is maintained by the gardener appointed by the college. Maintenance of Equipment &amp; Computing Facilities: The institute has dedicated</p>	



staff that oversees the maintenance & upkeep of equipment & computing facilities of the institution. All the standalone and dedicated computers and network systems connecting these computers are taken care of by the respective departments. All the electrical and electronics equipment are looked after by the team of electrical maintenance staff consisting of electricians and technical staff. Various scientific laboratories are upgraded as per the need of the University syllabi from time to time. T Sanitization work in the campus had been going on regular basis during Covid- 19

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://drive.google.com/drive/folders/11qyo4GC20irlpXWLRH50140093g_B3x6?usp=drive_link">https://drive.google.com/drive/folders/11qyo4GC20irlpXWLRH50140093g_B3x6?usp=drive_link</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

7108

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

10

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

B. 3 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

2479

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

2479

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	<b>A. All of the above</b>
---	----------------------------

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<b>No File Uploaded</b>

<b>5.2 - Student Progression</b>
<b>5.2.1 - Number of placement of outgoing students during the year</b>
<b>5.2.1.1 - Number of outgoing students placed during the year</b>
<b>1</b>

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

## 5.2.2 - Number of students progressing to higher education during the year

### 5.2.2.1 - Number of outgoing student progression to higher education

15

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

## 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

3

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

## 5.3 - Student Participation and Activities

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

**5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )**

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 institution's decisions and policies reflect the collective interests and aspirations of the student community, promoting a holistic and enriching educational experience.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	No File Uploaded

### 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

1 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.

File Description	Documents
Paste link for additional information	<a href="https://acrobat.adobe.com/id/urn:aaid:sc:AP:b842cd02-d1e3-4961-93eb-3c6cdc980f07">https://acrobat.adobe.com/id/urn:aaid:sc:AP:b842cd02-d1e3-4961-93eb-3c6cdc980f07</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)** E. <1Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Since the college authority has envisioned taking the college to a great height in all respects, the governance of the college has been developed as such. The academic council of the college which includes Heads of all departments has decided on various academic issues namely the timely beginning of classes, organizing internal examinations, and developing strategies for the improvement of the performance of learners. The Principal, along with the members of the Academic Council, has made a sincere effort and monitored the implementation of the resolution of the Academic Council for the enhancement of the academic excellence of the college. Various committees comprising the members of the teaching and non-teaching staff of the college have been constituted to monitor academic and extracurricular activities, discharge certain administrative responsibilities, and look after the infrastructural development of the institute. All those committees have functioned satisfactorily to develop the healthy environment of the institute and fulfill the mission of the college authority. The vision and mission of Ranaghat College include the upgradation of Classrooms, laboratories, and the extension of digital resources for better teaching-learning experience.

Holistic development of students through extracurricular activities, sports and gymnasium facilities, psychological counseling, mentoring, yoga, and self-defense for female students.

File Description	Documents
Paste link for additional information	<a href="http://www.ranaghatcollege.org.in/doc/Mission%20and%20Vision%20of%20Ranaghat%20College.pdf">http://www.ranaghatcollege.org.in/doc/Mission%20and%20Vision%20of%20Ranaghat%20College.pdf</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The administration of the college has been run democratically. The Governing Body is at the apex of the administration making policy for the betterment of the college. As per the requirement of participative management, there is adequate representation of members of teaching and non-teaching staff and students in the Governing Body. Apart from the stakeholders of the college, there are nominees of the State Government and Kalyani University in the Governing Body. The representatives of teaching and non-teaching staff and students in the Governing Body have been elected in a democratic manner. Hence all kinds of decisions of the Governing Body regarding academic and administrative policy have been endorsed by all the stakeholders through their representatives. The Principal, with the assistance of the Academic Council, Teacher's Council and various committees, and the Students' Union, has implemented the decision of the Governing Body for the good health of the institute. Decentralization in academic, administrative and in extra-curricular activities is clearly visible in the college. Teachers' representation in committees like NCC, NSS, Placement, Cultural Committee, and Teachers' Representative in the Governing Body are examples of perfect decentralization. The Admission Committee and Academic Sub-Committee conduct admission procedures in the college.



File Description	Documents
Paste link for additional information	<a href="http://www.ranaghatcollege.org.in/management.html">http://www.ranaghatcollege.org.in/management.html</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The session 2020-21 has posed a serious challenge to all the academic institutes including Ranaghat College in the matter of continuing academic activities of college as it is the period of lockdown. Under the circumstances, the Governing Body and IQAC of the college have developed the strategy of conducting all the activities of college through online mode. Difficulties have come up in the way of implementation of the plan due to the absence of proper digital set-up and lack of experience of the stakeholders of the college. However through sincere and coordinated efforts of the authority, employees and students of college, the plan has been materialized successfully. The digital infrastructure has been developed in the institute to facilitate online activities. The members of teaching staff of college have used digital devices to conduct online classes for the learners. Learners have been instructed properly to participate in online classes and other activities. A number of webinars have been organized during the session with the support of an IT firm to keep students engaged in academic activity. The continuity of official works through online mode and successful management of online examinations have proved the success of the strategy.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="http://sem.rccas.org.in/student/">http://sem.rccas.org.in/student/</a>
Upload any additional information	<a href="#">View File</a>

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organogram of Ranaghat College reflects its democratic character of governance. The GB is the supreme authority of the college and the Principal is the Head of the institution. The IQAC and Teacher's Council are two important parts of the institution and are the two decision-making bodies of the college. The organizational structure works as follows: The Governing Body under the leadership of the President discusses issues relating to finance, infrastructure, etc. The Principal, assisted by the Teachers' Council and the Non-Teaching Staff, works as the chief administrator and manages the overall functioning of the college. There are many Administrative Sub Committees, comprising both the faculty members and non-teaching staff members of the college, which are formed for the smooth functioning of the Administrative Activities of the college. The Bursar, appointed by the Governing Body and recommended by the Principal, manages internal finances and financial audits of the college to ensure effective utilization of funds. The Librarians supervise and maintain the upkeep of the library and upgrade its academic resources and facilities.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="http://www.ranaghatcollege.org.in/doc/organogram.jpg">http://www.ranaghatcollege.org.in/doc/organogram.jpg</a>
Upload any additional information	No File Uploaded

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

All staffs of Ranaghat college obtain several welfare measures from the Government which are like West Bengal Health Scheme: The teaching and non-teaching staffs under this Scheme get Cash-less Medical Treatments up to Rs. 1 lakh at Specified Government and Non-Government Hospitals. All staffs have the subscription to GPF and can obtain loan of zero interest from it. All members may enjoy the Leave facilities like Medical Leave, of 1 Maternity Leave, Child are Leave, Paternity Leave, On-Duty Leave, Half-Pay Leave, Casual Leave and other extraordinary leave. Ranaghat college has a cooperative society from where staffs may avail their personal loan very easily. The college has a very good support facilities like Cante en. Clean drinking water, refrigerator ATM facility within the college campus, ramps, and Large play ground.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

8

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

There is a robust mechanism developed by the college authority and the State Government for the appraisal of performance of the members of teaching and non-teaching staff of the college. So far as the performance of teaching staff is concerned, all members need to secure satisfactory API score for further promotion. The score is commensurate with the fulfillment of their academic and other assignments. Naturally, teachers take meticulous care of their assignments like engaging classes regularly, monitoring the progress of learners and discharging various kinds of responsibility concerning the extracurricular activities. They need to place before the authority the requisite documents and concerning reports regarding their performance for the approval. The college authority also monitors the performance of non-teaching staff regularly. The members of non-teaching staff need to satisfy the authority by completing their assignments in time as their satisfactory performance paves the way for their progression. As the feedback from the stakeholders of college has been collected from time to time, the authority is able to assess the performance of the teaching and non-teaching staff of college on the basis of the feedback. Sometimes the academic and administrative audit has been done by the external agency too.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college authority has maintained transparency in the matter of financial transactions. For this purpose, the audit of the accounts of the college has been done in time. The college authority has arranged the internal audit of the accounts at regular intervals. There is an accountant in the college for maintaining accounts and keeping the records of financial transactions fair and square. One of the teaching members of college has been appointed as the bursar to monitor financial matters. The accountant and the bursar of college have taken proper care in maintaining accounts. They remain very cautious in the matter of financial transaction to avoid any kind of anomaly. They have taken into consideration the suggestion of the auditor during audit seriously and necessary measures have been adopted to improve the maintenance of accounts. The college authority has submitted the annual audit report to the State Government within the stipulated time. The Government of West Bengal has conducted external audit and some anomalies pointed out during the audit have been set right in proper manner. The finance committee of college including internal and external members has also approved the audit report during the meeting.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Ranaghat College receives major funds from students' fees, self-financed courses, UGC, and the State Govt. The college mobilizes funds as per strategic planning, which was developed at the time of preparation of the budget. The college authority always boosts up all the members including teaching, non-teaching, and contractual staff to utilize these funds in due time in an optimal manner. Many committees exist in the college like the Development & Building Committee, Purchase Committee, Finance Committee, and Library Committee help in the preparation, allocation, and utilization of funds. Purchases are done through a tender system. All transaction is supported by the vouchers and bills are processed by the accounts section, the Bursar, and the Principal. Collections are deposited in the bank and expenditures, recurring and non-recurring, are incurred through Cheques/Electronic mode. A part of the tuition fees has to be returned to the Govt. of West Bengal as a policy of the state Govt. and the residual part is utilized optimally.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

#### 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC of college has remained quite active throughout the year in maintaining qualitative progress of the institute. Its members remained conversant with the various requirements and problems through their regular contact with the stakeholders of

college. The meeting of IQAC has been organized at regular intervals to discuss issues related to academic activities, infrastructure and administrative process of the institute. The members of IQAC have consulted the teachers of different departments from time to time to know about the problems they face while running classes or conducting examination. After gathering information from different departments, IQAC has made necessary recommendations in order to meet the requirements of the departments. For this purpose, IQAC has urged the authority of college at times to take prompt action in the interest of the institute. IQAC has also reviewed the reports of different committees and taken active part to solve issues whenever required. IQAC has focused mainly on modernizing and enriching library, upgrading laboratories, construction of classrooms, promoting cultural and athletic activities and streamlining the administrative process for the convenience of staff and students in order to enhance the quality of the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

An academic calendar has been prepared in the beginning of the session and the IQAC has organized meeting with the members of teaching faculty of every department in order to urge them to follow the academic calendar in order to complete the prescribed syllabus in class well ahead of university examination. The principal and IQAC members have visited classrooms and different departments at times to gather feedback from the learners and teachers to know about the progress and issues related to teaching learning process. In order to provide the state-of-art education, the authority has focused attention on the development of SMART classrooms and digital mode of imparting lessons. Special care has been taken of the laboratories and practical classes to equip learners with the adequate knowledge of instruments and latest research in the concerning subjects. So far as the learning outcome is concerned, the internal examinations conducted from time to time have thrown light on the progress of learners. IQAC has



reviewed the performance of learners in the internal and university examinations and made necessary recommendations to bring about the progress of educationally disadvantaged students in various ways.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://www.ranaghatcollege.org.in/doc/2020-21/scan0002.pdf">http://www.ranaghatcollege.org.in/doc/2020-21/scan0002.pdf</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Since the inception of college, meticulous care has been taken to promote women's education and co-curricular activities in college. Women's Cell of college has organized some programs

for gender sensitization. During the beginning of the session, counseling of students has been done by the Principal and female members of teaching staff to enhance awareness of gender equity. The college has well-equipped common rooms and a number of toilets for female students. The members of Grievance Cell and Internal Complaints Committee have been watchful throughout the year to maintain discipline in the campus and solve all kinds of gender-related issues in time. Both male and female students have jointly taken part in the celebration of various programs and the activities of NCC and NSS without any fear or anxiety. During the celebration of International Women's Day, the female learners have participated in various programs related to gender consciousness. The presence of a large number of female learners in the college during the year bears witness to the sound arrangement of safety and security in the campus.

File Description	Documents
Annual gender sensitization action plan	<a href="http://www.ranaghatcollege.org.in/doc/ICC%20committee%20and%20Report.pdf">http://www.ranaghatcollege.org.in/doc/ICC%20committee%20and%20Report.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college is aware of its responsibilities towards the environment. The construction waste generated in the last five years during the campus expansion and maintenance projects was handled with local vendors. The college has a well-maintained drainage system, which takes the sewage into the drainage pipelines of Ranaghat Municipal Corporation. The chemical waste generated by the various departmental laboratories is diluted before being passed on to the corporation drainage system. The college takes immense care so that no stagnation or blockage of drainage happens inside the college campus. The e-waste generated by the office and various departments was cleared with the help of local vendors.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**

A. Any 4 or All of the above

5. Landscaping	
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	No File Uploaded
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	<b>A. Any 4 or all of the above</b>
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of</b>	<b>D. Any 1 of the above</b>

reading material, screen	reading
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded
7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).	
<p>Learners from all communities and classes have got admitted to college and the college authority has been determined to avoid any kind of discrimination. The members of teaching staff have remained cautious to do away with any sort of disparity among the learners inside and outside the classrooms. Counseling of learners has been done from time to time to promote harmony among them. Students of all communities and classes have adequate representation in Students' Union and various committees of college. Similarly the members of staff of all classes and communities have representation in various academic and administrative of college. In various extracurricular activities, the learners of diverse sociocultural background have participated enthusiastically. Signs have been placed in different parts of the campus to promote harmony among the stakeholders of college. No complaint regarding discrimination has been received by the grievance cell throughout the session.</p>	
File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded
7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens	

The members of teaching and non-teaching staff, along with the authority of college are always eager to inculcate values in learners to turn them into responsible citizens in future. The faculty members of almost all departments have counseled students regularly to make them aware of values, so that they go ahead in life and career by cultivating them. The department of Philosophy has taken the lead in this matter as ethics is the part of undergraduate syllabus of Philosophy. Apart from the classroom lecture and seminar, participation of students and employees in various programs organized by the NCC and NSS units of college have developed in them the awareness about the importance of unity and team-spirit. The programs of NSS have made learners as well as employees aware of their social responsibility. Apart from value education, learners and employees have been made aware of various aspects of constitution of India through seminars and quiz programs. The Department of Political Science has also organized mock-Parliament contest to develop this kind of awareness in stakeholders of college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff**  
**4. Annual awareness programmes on Code of Conduct are organized**

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The stakeholders of college take keen interest in celebrating various commemorative days and festivals. The celebration makes learners aware of the significance of those days and also provides them opportunity for participation and enjoyment. However, during the period of lockdown, very few celebrations have been held and many of them have been organized online. The celebrations held during the year include the birth anniversaries of Rabindranath Tagore, Vidyasagar and Netaji Subhas Chandra Bose, the observance of Independence Day and Republic Day and the festival of Saraswati Puja. So far as the international days are concerned, the International Women's Day, Bhasa Saheed Divas and World Environmental Day have been organized with great enthusiasm. The NCC cadets organized programs and colorful parade during the observance of Independence Day and Republic day. Apart from the celebrations mentioned above, Students' Week has been observed in college following the instruction of the Government of West Bengal. All the programs have been organized under the supervision of the authority.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

### 1. Providing Health Services to Learners through Students' Health Home

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 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. The initiative of Ranaghat College to join Students Health Home has provided a lot of benefits to learners. 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.

2. Creation of Poor and Merit Fund The authority of college has decided to create Poor and Merit Fund to provide financial help to students every year. A considerable number of learners of college belong to economically backward families. On considering all the aspects in 2020-21, an amount of 20,220/- has been distributed among the needy learners after considering their eligibility properly.

File Description	Documents
Best practices in the Institutional website	<a href="http://www.ranaghatcollege.org.in/doc/Student%20Health%20Home%20(2018-23).pdf">http://www.ranaghatcollege.org.in/doc/Student%20Health%20Home%20(2018-23).pdf</a>
Any other relevant information	<a href="http://www.ranaghatcollege.org.in/doc/Creation%20of%20Poor%20and%20Merit%20Fund.pdf">http://www.ranaghatcollege.org.in/doc/Creation%20of%20Poor%20and%20Merit%20Fund.pdf</a>

## 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words



The NCC and the NSS units of the college are very active and progressive. Both male and female students of college join the NCC and the NSS units and perform regular activities properly. The NCC cadets attend camps regularly inside the state of West Bengal and outside it and sometimes their performance is brilliant. Recently an NCC cadet took part in the Republic Day parade in New Delhi. The NSS unit of Ranaghat College holds camps at times and remains engaged in carrying on extension activities and organizing Health Awareness programs. Among the extracurricular activities, various types of programs and celebrations take place round the year. Programs like Bhasa Sahid Divas, Birth Anniversary of Netaji, Iswar Chandra Vidyasagar, Rabindranath Tagore, Kazi Najrul Islam, Teacher's Day, Independence Day, Republic Day, and other cultural programs are organized centrally and by various departments individually.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

1. To prepare the Academic calendar of the current year for all semesters in the beginning of the session.
2. The plan is to make arrangements for special classes for slow learners.
3. To collect feedback from students and other stakeholders in time and its proper analysis.
4. To hold the meeting of the Alumni Association to boost up its activities and start the process of renewal of registration.
5. To introduce add-on courses for widening knowledge and developing the skill of learners.
6. Enhancement of the use of ICT for academic purposes.
7. The next plan is to organize seminar/webinar on Intellectual Property Rights.
8. The Plan is to organize seminar on the preparation for NAAC.
9. Departmental seminars on relevant topic.
10. To upgrade the Library through the installation of KOHA.
11. Upgradation of Laboratories.
12. To construct some rooms for classes and official purposes.

13. Cultivation of medicinal plants.
14. Installation of solar cells.
15. To procure e-books and journals.
16. To launch cleaning drive inside and outside the campus of the college.
  
17. To purchase sports items to boost up athletic activities in college.
  
18. To join the community service through NSS.