Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**RABINDRA MAHAVIDYALAYA**
Name of the head of the Institution	**DR PRASANTA BHATTACHARYYA**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03212255104**
Mobile no.	**9830348011**
Registered Email	**principal.iqac.rmv@gmail.com**
Alternate Email	**kkmshreya@gmail.com**
Address	**CHAMPADANGA**
City/Town	**HOOGHLY**
State/UT	**West Bengal**
Pincode	**712401**
2. Institutional Status	
Affiliated / Constituent	**Affiliated**

Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Krishna Kumar Mondal**
Phone no/Alternate Phone no.	**09474103701**
Mobile no.	**9474103701**
Registered Email	**principal.iqac.rmv@gmail.com**
Alternate Email	**kkmshreya@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	**https://rabindramahavidyalaya.ac.in/aqar.php**

4. Whether Academic Calendar prepared during the year

	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	**https://rabindramahavidyalaya.ac.in/academic_calendar.php**

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	**Period To**
1	**B**	**72.60**	**2006**	**21-May-2006**	**20-May-2011**
2	**B++**	**2.77**	**2017**	**22-Feb-2017**	**21-Feb-2022**

6. Date of Establishment of IQAC

	18-Dec-2006

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Celebration of Aranya Saptaha by Natures Club	**25-Jul-2019** **1**	**125**

Distribution of. clothes and napkin to slum dwellers by Womens Cell	30-Sep-2019 1	45

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 0	0

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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	**View Link**

10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	**View Uploaded File**

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

• For the session 201920, the Principal of the college emphasized the proper maintenance and beautification of the college campus. Accordingly, a metallic path surrounding the pond and the path connecting the standalone buildings of the college to be constructed with solar lampposts and underground drainage and sewerage system, is to be constructed. To achieve such infrastructural development and beautification of the main campus, the Principal of the College and the IQAC coordinator met the District Engineer and SDO for submitting the proposed site plan for its sanction and action. • During the academic session, as per the proposal required by the Higher Education Department, Government of West Bengal, the College authority submitted a detailed plan of Estimated costs amounting to Rs 3 Crores for the Infrastructural development of the College. • The college authority decided on the fullest utilization of the College Lands outside the main campus of the College. The Principal of the College and the IQAC Coordinator took some steps for carrying out extended programs like agriculture and pisciculture courses for the people of the locality to learn and earn in the recent future. • To maintain liaison with the school students of the neighboring schools, IQAC under the

aegis of the College authority arranged an Interschool cultural competition under the title: APAN HOTE BAHIR HOYE where the following events took place – Essay writing, Reciting, and debate competition, vocal, music, quiz, model exhibition, poster display, extempore and dance. The cultural subcommittee arranged an awardgiving ceremony, for prize distribution. • The IQAC along with the Department of Sanskrit arranged a one week workshop on spoken Sanskrit in collaboration with Sanskrit Bharati. • Placement cell of the College in collaboration with an external entity organized a workshop for skill development of the College Students under Pradhan Mantri Kaushal Vikash Jojona, National Skill Development Corporation (NSDC). • The Routine activities are carried on by the departments, cells, and different subcommittees throughout the academic session. ☐ One week program on Aranya Saptaha conducting a collection of rare plants and orchids under the supervision of an eminent person of the locality and environmentalist, ☐ Plantation of trees and conducting an ecoawareness Seminar on the birthday, of eminent environmentalist Gopal Chandra Bhattacharyya. ☐ The womens cell of the College arranged for the distribution of sanitary napkins to the poor girls in the slum areas of Tarakeswar Block. ☐ A seminar was held under the title Beti Bachao and Beti Padhao by the students of NSS units.

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

Plan of Action	Achivements/Outcomes
To introduce a robust computer system and network to promote more technological support, inter connecting each and every department, cells and subcommittees to facilitate upgraded services.	To introduce such system, it requires arrangement of computers and so the college authority purchased several computers during the current session and amounting to Rs, 343037.
Maintenance, development and beautification of college campus	Meeting with SDO, Chandernagore Hooghly and District Engineer for construction of metallic path, solar lighting, drainage system for sanction from Government Funds.
Plan and estimated costs submission during, 2019-20 for Laboratory, Library, and other assets creation.	As per proposal given to the Higher Education Departments, Govt. of West Bengal, a proposed plan and estimates submitted worth Rs.3 Crores.
Creating relation with local students and people	Inter-school cultural competition held in the College and prize distribution to competitors
College campus beautification	Program on "Aranya Saptaha" and activities undertaken were collection of rare species of plants and orchids, plantation of trees, organizing, seminars on eco-awareness and on proper and conservative and utilization of water resources.
Extended programs outside the College campus.	Distribution of sanitary napkins to the poor girls of the local slum communities. Utilization of the College land situated outside the College campus and ponds situated within the main campus for agriculture and pisciculture related training for the people of the local community, and accordingly approaches are being taken out by the College authority.

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	19-Jan-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	College Administration Management Software (CAMS), one of the userfriendly integrated applications is used to carry out activities specifically related to the administrative domain viz. Online Admission and Fees collections etc. Its updated extension ERP named eCOLLEGE is a cloudbased integrated and continuously updated database management software facilitating on one hand the academic part like online class, study materials storage, assignments submission, online examination, faculty profile, sending SMS to students and on the other hand the administrative activities like payment gateway, accounts, asset register, audit etc.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Before mapping the year plan, the IQAC coordinator meets all the teachers in an open forum in order to keep track of the institutional stakes for a specific year so that the action plan is developed in a more broad based fashion. The University of Burdwan has introduced the Choice Based Credit System (CBCS) for all its UG course curriculum from the academic session 2017-18. Our institution has taken initiative for the newly admitted students to make them familiar with the CBCS system it's assessment procedure etc. Our institution has also taken initiative for the third year students to make them familiar with the Discipline Specific Elective (DSE) courses offered by our institution under

the CBCS curriculum before the start of the classes of all the arts, science and commerce faculties. So our institution has taken proper initiative to cater the new CBCS curriculum. This year only semester (for all the three years students) pattern had been going on under CBCS curriculum. Normally the institution develops and deploys action plans for effective implementation of the curriculum in the following way: 1. Through the year plan attached to the Prospectus distributed every year at the time of admission. 2. The Institution implements the curriculum set by its mother university – the University of Burdwan in all its UG Courses. 3. Practical and demonstrative teaching undertaken in the departmental laboratories and through excursions and educational visits. Regular verbal assessments of the students were under taken. But for CBCS our institution is bound to follow the prescribed Internal Assesment (IA) process of The University of Burdwan only and our institution conducted the assesment accordingly. Only one I.A. per semester was conducted as per the new guideline of the mother University and the I.A. was taken as Written Test, Home Assignment, Seminar, Laboratory Demonstration etc. 4. The class routine is programmed to accommodate the stipulated numbers of lectures assigned in the university syllabus against every part/ component. 5. The annual events like Games and Sports and few Cultural activities are held regularly 6. Projectors/Monitors/Laptops are used by some departments to show PPTs, PDFs prepared by the teachers. Tutorials, instrumental techniques, structural models, charts and diagrams are some of the other measures adopted by different departments from time to time. Seminars (also Webinars), special lectures by the experts(internal and external) from various fields, quizzes, wall magazines, field works and surveys, group based laboratory demonstrations, Practical Viva Classes are some of the other significant collaborative activities aimed at proper deliverance and transactions of the relevant curriculum. Due to Covid-19 pandemic entire teaching learning and internal assessments, University final examinations etc. were switched to online mode at the end of the academic sessions. A few regular activities and programs were got cancelled. But our institution followed all the directives received from our mother university to cater the students all the needs of that hour. Entire plan of the curricular delivery (both off-line and on-line) is documented with the resolution of the Academic Sub-Committee, and IQAC cell.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
NIL	Nil	Nil	Nil	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	UG	01/07/2019
BSc	UG	01/07/2019

BCom	UG	01/07/2019

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nill	0

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Zoology	40
BA	History	35
BSc	Botany	40

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Nill
Employers	Nill
Alumni	Nill
Parents	No

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

Feedback Obtained

Feedbacks are taken and analyzed to monitor and evaluate quality of teaching learning process every year. The results of internal examinations and attendance of students give signal about the teaching learning process standard. Yearly self appraisal reports of teachers, facing promotion under CAS, are checked by the IQAC. The student feedback system is used to evaluate the teachers as a kind of self-reflective process. Normally all the departments distribute the feedback form (as per the notification by the college authority) to the students in a prescribed format, where as many as students participate in it. Usually, it is organized by a sub-committee consisting of teachers and non-teaching

staff. Due to COVID-19 the entire teaching learning, internal assessment and final Examinations were shifted from off-line to on-line mode. Therefore a good demand for online study materials and e-books were observed. This year the normal procedure of taking feedback could not be continued. But feedback was received by the Head of the departments from the students through Whatsapp /e-mail/Phone call etc. After analyzing their feedback, from the response of the students it has come to our notice that a few students are not regular at their respective classes. Though sometime due to lack of teachers, classes are hampered but Departments arrange some special classes to complete the syllabus. But a good number of students could not attend the on-line classes due to scarcity of Smartphone/ Laptop/Desktop etc. and /or unable to afford the data. Though the library has got sufficient number of collection of reference and text books etc. but service to the CBCS students were affected due to closure of the College Library. Most of the students have suggested for more facilities like "Xerox Centre" for students, improved and cheap "Canteen Facilities", lending more number of text and reference books from library, neat and clean play ground and campus, Safe and cold drinking water facility, clean toilets etc. Organizing more number of Career Counseling Programmes are demanded in the feedback for motivating the students for their increased attendance. This year students of all the three years had the CBCS curriculum and, therefore a very high demand for a large numbers of new text books for various subjects and new laboratory apparatus and instruments have been found in the feedback received from the students. A good demand of specific Skill Enhancement Courses (SEC) and Discipline Specific Elective (DSE) courses had been observed. Similarly feedback for enhancement of the infrastructure had been received to match the vision and mission of the CBCS curriculum. All the feedback received by the institution was analyzed and generated a report for necessary steps to be taken by the college authority and the same was forwarded to the IQAC convener for utilization in planning for the overall development of the institution.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Hons+General	1476	5693	1123
BCom	Hons. + Gen.	248	129	38
BSc	Hons. + Gen.	503	1739	276

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2.2 - Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2893	0	41	0	0

2.3 - Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
41	30	30	2	0	9

View File of ICT Tools and resources

View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring of students is quite helpful for them. A few departments regularly conduct the mentoring and counseling of the students for Higher Education and Career planning. Based on their performance academic counseling is conducted sometime in presence of parents (through parent teacher meeting(PTM)) also to motivate the students in their study and also to motivate for attending the classes such that student scores good in their University Examinations. Based on the performance of the students sometime special classes for those weak students only are conducted by the teachers to supplement their academic need. Practical Practice Classes along with Viva Voce question discussions for the Science(H) practical examinees of the University Examination have been organized also in a routine manner to help them score good. These classes have helped them to perform well in the External Center of the Practical Examination. This year first batch of students under CBCS curriculum have completed their B.A./B.Sc./B.Com courses. . Mentoring has been done to calculate the percentage of marks from the grade score of the BU exam. This was given a thrust to the students specially studying Honours Course to get benefit for taking admission for higher studies in the National Institutions and for Jobs. Due to COVID-19 pandemic, entire Teaching-Learning, Internal Assessment, Examinations were switched from off-line to on-line mode. Mentoring for the students by the teachers in this regard was very much essential to cope with the situation. Teachers helped them to manage with the available E-resources/E- books available with the college library and Internet. Similarly teachers helped the students to manage Online videos(NPTEL and others) for practical experiments till the new set-up arrived. Teachers also mentored the students not to quit their study (to stop the drop out) in the wake of COVID-19. Students were also mentored regarding the online examination mode and submission of answer scripts which was the urgent need of the hour. Our Institution has a Women's Cell to counsel and redress various issues related to the girl students and Women Staff also. Every year it celebrates the International Women's Day on 8th March. Normally it organizes a seminar on current topic related to different issues of Women's by Internal and External resource persons. Women's Cell also arranged a special awareness program to stop the marriage of minor Girls Students in the wake of COVID-19.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2893	41	1:71

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
47	41	6	5	22

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	Nill

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	HONS AND GENERAL	VI	28/09/2020	30/10/2020
BSc	HONS. AND GENERAL	VI	28/09/2020	30/10/2020
BCom	HONS. AND GENERAL	VI	28/09/2020	30/10/2020

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

The affiliating University has stipulated guidelines for conducting internal evaluations under CBCS system. All departments in the institution have their departmental plan for continuous internal evaluation. Departments plan their internal evaluation schedule well ahead of the start of the course. Students were made aware of the plans and were asked to prepare. Different modes such as written tests, surprise written tests, oral tests, seminar presentations, quizzes etc. were used to evaluate students. The Department of Botany made continuous evaluations and monitoring of their students during the field trip. The department of English encouraged students to make POWERPOINT presentations while delivering seminars. The Department of Physics encouraged students to make models of Physics and evaluated their performance and innovativeness. The department of Physics also instructed students to make a literature survey. Proper feedback was given to students so that they are aware of their current position. Correctional measures were suggested so that students can take steps to improve. The analysis of results and post-result mentoring helped students to perform well in the University examination.

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

The academic calendar was prepared well ahead of the start of the course. It is disseminated through the prospectus of the institution. The document is also available on the college website. Students were made aware of the forthcoming schedule wherefrom they can know teaching days, working days, examination days, etc. The institution takes all essential efforts so that the academic calendar is adhered to. Flexibility is practiced only to accommodate unforeseen issues. The time frame of the University examination is exogenous and cannot be controlled.

2.6 – Student Performance and Learning Outcomes

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

https://rabindramahavidyalaya.ac.in/naac/dvv/1684914427_Course%20Outcomes%20&%20Programme%20Outcomes%202019-2020_compressed.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BA	HONS	245	223	91
UG	BA	GEN	169	166	98.2
UG	BSc	HONS	84	79	94.04
UG	BSc	GEN	13	12	92.3
UG	BCom	HONS	14	14	100

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2.7 – Student Satisfaction Survey

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

https://rabindramahavidyalaya.ac.in/images/uploads/SSS_2019-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NIL	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement

| NIL | NIL | NIL | NIL | NIL | Nill |

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Not Applicable	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Bengali, Commerce, Microbiology, Library Science	8	Nill
International	Commerce, Mathematics, Microbiology, Physics	8	4.11

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

Department	Number of Publication
Botany, Commerce, Economics, Bengali, History, Library Science,	16

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Details attached in file	Details attached in file	Details attached in file	Nill	Nill	Rabindra Mahavidyalaya, Champadanga, Hooghly, Pin 712401	Nill

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication

Not Computed	Not Computed	Not Computed	Nill	Nill	Nill	Nill

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	14	15	4	1
Presented papers	0	0	1	1

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Tree Plantation programme held on 20.07.2019 –26.07.2019	NSS in collaboration with Natures Club Rabindra Mahavidyalaya	3	1050
Celebrate National Girl Child Day on the theme Beti Bachao Beti Padhao held on 24.01.2020	NSS	3	150
Awareness of Dangue and its preventive measures held on 03.03.2020	NSS	3	150
Cleaness of surrounding Baiddhipur Rural Hospital	NSS	1	50
Programme of Devolopment – reforms of Temple at Dhangpara, Champadanga	NSS	1	50
Covid Awarness Rally	3Bengal NCC Battalion in collaboration with 3/1 RMV NCC Unit	1	55

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited

NIL	NIL	NIL	0

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NIL	NIL	NIL	0	0

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Intellectual research Collaboration	1	No financial support	365
Faculty Exchange (Lecture delivery external)	2	Individualistic financial support as per institution norms	365
Faculty Exchange (Lecture organized in-house)	1	Individualistic financial support as per their job contract	365

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Academic	Visit	Acharya Jagdish Chandra Indian Botanic Garden, Shibpur (Botanic garden	Nill	Nill	Department of Botany
Academic	Visit	Nalanda Archaeological Site, Rajgir, Bihar	Nill	Nill	Department of History

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nill	NIL	0

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
53.78	10.51

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Nill

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Partially	16.05.01.000	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	22529	4811441	987	320185	23516	5131626
Reference Books	6230	1921062	213	68265	6443	1989327
Journals	19	43640	0	13380	19	57020
CD & Video	49	0	1	0	50	0
Library Automation	0	112000	0	0	0	112000
Others(specify)	1	17375	0	5900	1	23275
Others(specify)	1	29500	0	8500	1	38000

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nill	Nill	Nill

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	58	13	50	7	0	8	29	64	0
Added	4	1	0	0	0	0	3	0	0
Total	62	14	50	7	0	8	32	64	0

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

64 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Study Material Link	https://rmvonline.in/
Youtube Link	https://www.youtube.com/channel/UCCuOj0JR2aFNO592uvbgL8g

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
11.6	12.27	9.12	9.39

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

Laboratory: The IQAC coordinator collects requisitions for laboratory based departments. The heads of science departments meet to apportion funds amongst departments on their priority and requirements, and funds are allocated accordingly once it is recommended by the finance committee and finally, sanctioned by the governing body. For 2019-2020, the total funds allotted towards laboratory expenditure is Rs. 266000 (Including educational excursion expenditure) and the amount spent is Rs. 428884 (including the augmentation items). Library: To enrich the Central Library with new CBCS books, the College authority creates a digital-based book lending and accepting module and to maintain the existing books by proper maintenance and upkeep. The Library sub-committee and finance sub-committee work together for a well-equipped library. The budget allocations are made towards entry of all books in the computer system, books are purchased, computers and printers are provided and cleaning, dusting and disinfecting process are carried out during the year. Sports Complex: The IQAC makes provisions in the financial budget through the Bursar and Finance Committee for proper maintenance and upkeep of the play-ground and sports and gymnasium equipments throughout the academic session. Routine activities such as college sports, inter-departments football and cricket tournaments, College sports, badminton championship and participation in Inter College and District Level athletics meet. The budget allocation for games and sports are included in the laboratory expenditure budget and actual expenditure during 2019-

2020 was Rs.41614. The regular maintenance of the sports ground, badminton court and basketball court are maintained by the college. Computers: The College authority is aware about equipping each and every department, cell, library and laboratories with adequate number of computers and laptops. The departments, which are solely allotted with classrooms and staff rooms and departmental library and laboratory, they are provided with computer sets along with proper arrangements of furniture and fixtures. The humanities departments are provided with laptops. In 2019-2020, the budget allocation for computers and computer related expenses budget was Rs.100000 while actual expenditure was Rs.50937, for Website renewal Rs.11800, and for internet access Rs.22656. Class Rooms: The classrooms are not sufficient in numbers as per requirements under CBCS curriculum. The IQAC, Teacher-in-charge and Bursar tried to increase the number of classrooms by installing ply-board partitions so as to accommodate the students. The College authority, trying its best to increase the number of classrooms by completing and making shift the Principals chamber, administrative office and Teachers room and the work of such shifting is in progress. To complete the construction and put it to use, budgeted allocation for furniture Rs.600000/-, and electrical appliances for extinction is Rs.1373661/-, and cleaning and upkeep expenses Rs.65000/-. Actual expenditure for furniture Rs.122392/- electrical appliances Rs.57478/- and cleaning and upkeep expenses Rs.65120/-.

https://rabindramahavidyalaya.ac.in/images/uploads/4.4.2_2019-2020.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	National Scholarship Portal (NSP), Kanyashree Prakalpa, Swai Vivekananda Merit Cum Meaans Scholarship (SVMCM)	1300	20710000
b)International	NIL	0	0

View File

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
File attached	Nill	0	File attached

View File

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
Nill	NIL	0	0	0	0

	View File

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
4	4	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	0	0	File attached	Nill	7

	View File

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
Nill	63	Rabindra Mahavidyalaya	Bengali, Botany, Chemistry, Geography, History, Mathematics, Philosophy, Physics, Political Science, Zoology, Defense Studies, English,	File attached	File attached

	View File

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

Items	Number of students selected/ qualifying
Nill	3

	View File

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

Activity	Level	Number of Participants

Cultural	College	Nill

View File

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	NIL	Nill	Nill	Nill	NIL	NIL

View File

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Session- 2019-2020 Apart from the usual programmes Baishe Srabon or the Death Anniversary of the great Indian poet, writer, painter and philosopher Rabindranath Tagore (after whom the college has been named) was celebrated with great commitment. Students put up a brilliant performance of a drama "Dakghar" by him. An exhibition of rare photographs of Tagore and his works was put up at the library. Birth Anniversary of Iswar Chandra Vidyasagar, the great Indian educator and social reformer was also celebrated through commemorative lecture and publication of special issue of wall magazine. A sit-and draw competition was also organized amongst students of local schools. Bhasha Dibas or International Mother Language Day was also celebrated. The Annual Cultural Competition was held as previous year however the grand Finale event had to be halted because of sudden Covid-Lockdown. A large number of them put up wonderful performances of song, dance and recitation from their house an uploaded the videos which were combined to form a never-before online celebration of Tagore's birthday. There were some events held by NSS e.g. Tree Plantation programme, Celebrate National Girl Child Day on the theme Beti Bachao Beti Padhao, Awareness of Dengue and its preventive measures, Cleanness drive of surrounding Baiddhipur Rural Hospital Programme of Development i.e. reforms of Temple at Dhangpara, Champadanga. There were 1450 students participated these programmes.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

13

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

The Department of Chemistry organised Alumnus Meet with enrolled alumni members (13). The Alumni of the Department of English, Rabindra Mahavidyalaya contributed in various fields but through non-financial forms. Bikram Kr Kotal (2015-

2018) contributed significantly by providing various books and pdf materials on English Literature. He paid regular visits to the college library to deliver those materials.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Practice 1: On a decentralization drive, the authority has instructed the IQAC to suggest areas for effective management through stakeholders' initiation and participation other than those immediately constitute the Principals office. With a view to establish more tech-oriented connectivity among departments, sub-committees, and different cells, the IT Sub-Committee proposes robust computerization of departments, cells, and subcommittees for day-to-day official transactions and paperless exchanges. These were in tune to greater spread and ambit of computerization of office systems. The Bursar sets in provisioning the annual budget for the departmental demands. Some laptops initially distributed among the teachers for the purposes of official works and research activities, are now redistributed among the departments and some of sub-committees for the said purpose through a meeting of the teachers' council towards redistribution and spread of message for decentralization and necessary participation thereof in commensuration with the goal of participative management. Other than the stated aim of full computerization, it would further ensure greater use of software related techniques among the stakeholders and enable spread of computer literacy pertaining to different aspects of official works demanding greater connectivity and networking amidst the different sections of the Institution with office and accounts section functioning as its central hub while establishing links with the outside and bigger network of the government, university and other state or private offices and agencies cutting through the mere physical barrier deemed necessary for a college like ours situated as it is in the rural belt of the district of Hooghly and quite at a distance from the state capital. Practice 2: In line with the above overall decentralization, the spreading and location-shifting of some departments are made in terms of suggestions that are directly made by the HODs and their departmental colleagues. Given limits and strains of the semester-base CBCS system, existing resources, and physically facilities, the authority moves for shifting of departments judiciously to create more ambient regular classes for students with specific departmental enrolment. This is considered necessary to create a sense of belonging and in the long run, it is likely to pave the way for a more arranged distribution of departmental spaces in terms of recognizable clusters. The in-house activities of the departmental staff and students are likely to increase by such a move since intimate space instead of a spread out arrangement is a pre-condition for augmenting departmental cohesion. The department of Economics shifts to the ground floor of the Science Building while the Department of Mathematics shifts to the ground floor of the former Ladies hostel along with the sister, department of Statistics. The department of Economics also moved closer to the department of Geography, already existing at the other side of the same ground floor of the Science Building. Possibility of academic and other related exchanges is also opened up thereby between the two social science and two basic science departments, primarily dealing with numbers. The spirit of decentralization and continual implementation of participative management as an institutional programme make it possible at all.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Curriculum Development: As this College is affiliated to the University of Burdwan so the curriculum is designed by the affiliating body which is implemented by the College. So curriculum development program cannot be undertaken by the College. But several faculty members are members of the Board of Studies of the University where they participate during development of the UG course. However, teachers make effective use of different teaching methods for fulfilling the objectives of the curriculum of CBCS.
Teaching and Learning	The syllabus module is issued to the departmental Teachers at the beginning of the session by the Head of the Department and the classes are held strictly accessing to the routine placed by the Routine sub-committee before the inception of the each semester's classes. Usually, the internal assessment procedure gets completed during the period as scheduled by the University. Mostly, the teachers under take the lectures depending on chalk and talk method. Several teachers use the facility of laptops and personal tablets to explain the topics. Some departments use the projector to provide and/or impart lectures. Departmental seminars, wall magazines, quiz, class-tests etc. are arranged by most of the departments on a regular basis and every year budget allocations are provided for incurring the relevant expenses. Several departments also arrange lectures by external teachers so as to make the subject interesting for the students.
Examination and Evaluation	The introduction of the CBCS curriculum led to increased pressure to finish the syllabus quickly, and as a result, fewer tests are given now than in past years. Every department only conducts class tests and internal evaluations on the dates that the university specifies. The internal assessments are based on written tests and assignments, and the department teachers grade the response scripts before the marks are submitted. According to the Universitys timetable, the College holds the final exam for each alternating semester, and both teaching and non-teaching staff are participating in the exam activities. The University receives the answer scripts, and then distributes them to the teachers for evaluations and submission of marks scored by the students
Research and Development	To speed up academic researchers in the College, the College authorities creates a subcommittee for research and development. Such activities are underutilised in our UG College because of a lack of infrastructural facilities. The college administration supports teachers conducting post-doctoral research projects. Many professors work on the UGC-approved MRPs. In addition to this, the College authority offers permission and leave for participation in seminars, workshops, and orientation programmes.
Library, ICT and Physical Infrastructure / Instrumentation	Proper care is given towards providing improved facilities and services by the Central Library of the College. The fees collected from the existing students as Library fees as library frees are purely used for Library development activities, like Purchase bocks (reference and text books), subscription to British Council Library (BSL) and Inflibnet, subscription for several journals, news bulletins, the RBI Bulletins, Employment news and daily news papers in order to keep the Teachers and students updates with information. Funds are also used for acquisition of computers, printers and photocopier machines. Remuneration is also paid to external professionals for uploading the data-base of newly purchased books in the library software used in the library computers. Proper maintenance and upkeep of the books are undertaken by disinfecting, cleaning and dusting, especially during the holidays. In the present academic session, Library Books and allied have been purchased worth Rs. 3,57,281/-. In

	the last academic session, a total grant of Rs. 3,43,037/- is spent for computer and printer equipment. In respect of instrumentation, the Laboratory instruments are purchased to equipped all the laboratory departments by providing funds from each years budget allocations during this session the laboratory expenditure amounted to Rs. 6,230/-.and for furnitures to various departments amounting to Rs. 1,22,392/- and expenditure towards augmentation to building the infrastructure of Rs. 1,54,033/-.

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

E-governace area	Details
Planning and Development	The college has a dedicated and freely accessible website which is prime example of an educational website that puts the user first. ▢ On the website, the visitors can get a feel of the college campus, explore educational opportunities, and learn about the college history including activities of the college. ▢ All the contents on the website are timely updated with regards to online admission processes, latest news and events including plantation programs etc. ▢ The following modules are employed through CAMS and Skill Hut for field and academic planning: Students data, Fees collection, Library, Salary payment, Income tax deduction at source/ ▢ All in house data are stored in an internal file server for which a back up server is also provided.
Student Admission and Support	Step-1: Notice for admission in the first semester is published in the college notice board and college website Step-2: The students are allowed to fill up the admission form online. Step-3: Preparation of provisional merit list purely on merit basis and publication in the college notice board and college website. Step-4: First merit list published according to intake capacity of each department. Step-5: Students of the first merit list are allowed to take admission in the college by payment of requisite fees online. Note: The process continues from Step-3 onwards untill all the intake capacity is filled up.
Examination	The department teachers conduct class tests and quiz contests after completing relevant topics. Assignments are also given to the students to have a thorough knowledge of the topic(s). Apart from these, the examination sub-committee of the college conducts the internal assessment for different semesters and prepares question papers in the college office prior to the date of such internal assessments. The answer scripts are evaluated by the respective teachers and marks are uploaded in the University portal by the head of the department. The final examination for each semester is conducted by the University itself and the college act accordingly as per instructions by the University.
Finance and Accounts	The Bursar prepared the financial budget for the financial year 2019-20 in consultation with the principle and IQAC coordinator and the following allocations are made for development of the college: The budget also allocates funds for College Upkeep Expenses, Students Identity Card, Health Unit Care, Students Bus Concession Card, Repair Maintainance Expenses, Repair Maintainance of Computer, Annual Maintainace Charge (AMC) and etc like Electricity Charge, Generator Expense, Internet Expenses. . The budget is accepted in the Finance Committee meeting and recommended for sanction in Governing Body. After it is sanctioned, the principal of the college acts accordingly. At the end of the financial year on 31st March 2020, the receipts and payment account, income and expenditure account and the balance sheet are prepared with bank reconciliation statements, asset schedule, P.F. statements etc. The finalisation of the accounts report is informed to the higher education department who appoints the statutory auditor to audit the books of accounts.

Administration	☐ **To provide proper education to students by reasonable cost. The objective also implies quantitative expansion and qualitative improvement of education. ☐ To ensure adequate utilisation of all resource available in the college, i.e. human resources, material resource and financial resource. ☐ To ensure professional ethics and professional development among teachers and non-teaching staff. The promotions, placements, attending seminars, webinars, workshop and participating in Orientation Programme and Refresher Course are allowed so that the career advancement schedule are duly achieved by the staff. The teachers are encouraged to undertake MRP and ultimately the students are benefited as the student are focal point of all activities in the college ☐ The departments are allowed to organise departmental seminars and workshop to inculcate the culture of being a good orator or a good teacher in the future ☐ To mobilize the community by maintaining relation with the stakeholders and improve the relation with the community ☐ To organise cocurricular activities affecting for developing talents of students and work efficiency of the teachers and non-teaching staff ☐ To ensure qualitative improvement of education and instructions. ☐ To ensure peaceful campus as a free Wi-Fi zone and ragging free campus of the college for better development of the students**

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	**NIL**	**NIL**	**NIL**	**0**

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	**NIL**	**NIL**	**Nill**	**Nill**	**Nill**	**Nill**

View File

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Attached as a file	**15**	**Nill**	**Nill**	**Nill**

View File

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching	Non-teaching

Permanent	Full Time	Permanent	Full Time
6	5	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Medical Services: The institution has one Health Center run by one of its non-teaching Casual staff Mr. Dinabandhu Singha Roy, who is paid some honorarium from the college fund separately for providing timely homeopathic medical services to all teaching and non-teaching staffs along with the students at times of urgent needs. Loans from General Provident Fund (GPF): The institution maintains Group Provident Fund for its all-full-time teaching and non-teaching employees and following the concerned government rules and regulations, the employees are allowed to apply for partly refundable loans or non-refundable withdrawals from their accumulated contributions. General Life Insurance (GLI): The institution allows its members to enlist their names in the General Life Insurance (GLI) scheme at a nominal amount deductible monthly a source. It helps to cover their life if not fully but tries to address the need at the institution level.	Medical Services: The institution has one Health Center run by one of its non-teaching Casual staff Mr. Dinabandhu Singha Roy, who is paid some honorarium from the college fund separately for providing timely homeopathic medical services to all teaching and non-teaching staffs along with the students at times of urgent needs. Puja Advances:The institution keeps a track record for providing Puja Advances to its non-teaching staffs to a maximum celling of Rs. 10,000/- which are refunded by the employees in ten equal installments in the forthcoming months of the year and without any interest thereon. This benevolent practice assists the employees to address their greater needs during the periods of urgent monetary needs. Loans from General Provident Fund (GPF): The institution maintains Group Provident Fund for its all-full-time teaching and non-teaching employees and following the concerned government rules and regulations, the employees are allowed to apply for partly refundable loans or non-refundable withdrawals from their accumulated contributions. General Life Insurance (GLI): The institution allows its members to enlist their names in the General Life Insurance (GLI) scheme at a nominal amount deductible monthly a source. It helps to cover their life if not fully but tries to address the need at the institution level.	Medical Services: The institution has one Health Center run by one of its non-teaching Casual staff Mr. Dinabandhu Singha Roy, who is paid some honorarium from the college fund separately for providing timely homeopathic medical services to all teaching and non-teaching staffs along with the students at times of urgent needs.

6.4 – Financial Management and Resource Mobilization

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

The internal audits of the institution for the F.Y. 2019-20 is done by the Bursar of the College (Prof. Tanmay Kumar Bandyopadhyay). The external financial audit of F.Y. 2019-20 was done by the audit firm M/S G. Anju Kran Associates, Chartered Accountants, Bhubhaneswar, Apartment Block-D, Flat No. – 201, 36, Palm Avenue, Kolkata-700019. The audit report includes auditors' notes on the Management's Responsibility, Auditors' Responsibility, the Opinions in general satisfaction of record keeping. In its observations, the report includes detailed reports on Cash Bank accounts maintained by the institution along with the reports on Fixed Assets, Provident Fund, Tuition Fees, Loans Advances, and Stock Register. The detailed audit reports include the Balance Sheet as at 31.03.2020, the Income Expenditure for the year ended 31.03.2020, the Receipts Payments Account for the F.Y. 2019-20, and the Schedule of Capital Fund as

well. As annexed as its part of the Balance Sheet/Income Expenditure Account for the year ended 31.03.2020, the Audit Report includes the Schedule of Other Funds, the Schedule of Other Fund, Schedule of other Liability Provision, the Schedule of Provident Fund, the Schedule of Grants, the Schedule of Amount Recoverable, the Schedule of Fixed Assets, the Schedule of Security Deposits with WBBES, the Schedule of Cash Bank Balances, and the Statement of Provident Fund as well.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	0

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	By the Academic Sub-Committee of the institution in collaboration and guidance of IQAC
Administrative	Yes	Anju Kiran Associates Chartered Accountants, FRN: 326587E	No	Nill

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

Parents as part of the institutions important stakeholders provide their moral support in enhancing the teaching-learning process when the parent teachers meets are organized by the individual departments.

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

Nil

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

1. To ensure appropriate measures for carrying out the teaching-learning process by the timely implementation of online teaching methods, tools, and technological resources to tackle the problem caused by the Covid-19 pandemic. 2. Taking the initiative to launch an appropriate digital support system viz., https://rmvonline.in/ in order to support students in teaching learning and other co-curricular activities such as conducting online classes and cultural programs through online mode. 3. Conducting adequate online-classes to boost the mental health of students to cope with the stress caused by the devastations of the pandemic. 4. Further in 2019-20, the guest lecturers of the College were permanently appointed/promoted as the State Aided College Teachers (SACT) along with some leave-related benefits and a few post-retirement benefits from the State Govt. and consequently, the teaching and learning process was

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Celebration of Aranya Saptaha by Natures Club	25/07/2019	25/07/2019	25/07/2019	125
2019	Distribution of. clothes and napkin to slum dwellers by Womens Cell	30/09/2019	30/09/2019	30/09/2019	45

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
National girl child celebration by NSS and IQAC "Beti Banchao Beti Padao"	24/01/2020	24/01/2020	Nill	Nill

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

Percentage of power requirement of the University met by the renewable energy sources
NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Nill	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational	Number of initiatives taken to engage with	Date	Duration	Name of initiative	Issues addressed	Number of participating

	advantages and disadvantages	and contribute to local community					students and staff
2019	1	1	25/07/2019	7	Celebration of Aranya Saptaha by Natures Club	To encourage the students and other stakeholders to preserve greenery of the college campus	125
2019	1	1	30/09/2019	1	Distribution of. clothes and napkin to slum dwellers by Womens Cell	Instead of being an age-old as well as historic rail station, Tarakeswar Rail Station (8 km from college) carries a big slum in its vicinity, where every shadow of poverty is transparent. It is a duty to extend a generous hand to the slum dwellers by	45

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
No handbook published	Nill	Follow up: Codes of conduct for various stakeholders are mentioned in Prospectus in different way, the followings codes of conduct are generally maintained: Title: Conduct for Students • Carrying College I-Card always with her/him at the College campus while attending class lectures and examination • Switch off their mobile phones while in classroom, Library, Laboratory and Examination-hall • Ragging within the campus is strictly prohibited Title: Conduct for Teachers • Maintaining a good moral gesture, help poor students by providing them relevant study material and books according to their needs. • Helping students to develop their moral character by cultivating positive attitudes in them, Title: Conduct for Administration • Maintaining a good relationship with the students and other stakeholders of this college

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	Nil	Nil	Nil

[View File](#)

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

1. Tree-plantation throughout the campus 2. Maintenance of medical garden 3. Declaration of Plastic-free, Tobacco-free campus 4. Organisation of Environmental-awareness related Seminars 5. Regular cleaning and maintenance of college campus by NSS units and Nature Club 6. Smoke-free college campus, 7. Making college main campus 'Automobile Restriction Zone' during University examination days

7.2 - Best Practices

7.2.1 – Describe at least two institutional best practices

Women's Cell initiatives promoting gender amity and programmes of women wellbeing In its endeavour to empower women, the College has taken a number of initiatives to generate awareness among the girl students of our College by extending helping hands to the poor people of our society, organizing seminars and by celebrating commemorative days, etc. Goal The major aims of the practice followed by the institution are- 1. To sensitize all stakeholders Of our institution on gender equity through conducting sensitivity programmes like celebrating relevant days, performing gender-centric programmes of wellbeing etc. 2. In order to educate young generations and local community about gender equity 3. To assist pupils in developing a new perspective and attitude towards women in life 4. To encourage students to participate in social work. Context It is acknowledged that raising the status of women in male-dominated societies can help with a number of issues, including addressing fundamental family needs, advancing society as a whole, and providing high-quality resources to help close the socio-cultural gap. As a subtle kind of gender discrimination that exists within the layers of social existence, womens empowerment has been given special priority in a progressive social construction. Additionally, it has been emphasised that if womens health is promoted, the process of womens empowerment can be properly started. It is now pertinent to say that financial inclusion is crucial for womens empowerment since it has significant advantages for both people and economies. The practice The major practices that the institution followed are- a. Arrangement of seminars by the women cell of our college by eminent invited speakers to deliver lectures, thereby inculcating valuable knowledge and thoughts in the minds of teachers students and others b. Organizing seminars for generation of awareness regarding issues of girls and women included one of the practices of Women's Cell this session. Our Principal Sir delivered lecture addressing the issue of the declining child sex ratio in our community. Discrimination against girl children, for various demographic and socio-economic factors, has combined with the modern technology resulting increase in abortions of foetuses identified as female during ultrasonic testing. The motto of the seminar was to aware the girl students regarding this social malpractice still running in some corners of our society. Other speakers of the seminar raised awareness among the girl students by delivering lecture that reflected not only pre-birth gender-biased discrimination, and sex-selective abortion but post-birth discrimination by neglecting mother's health, nutrition, and compulsory educational needs of the girl child also. The speakers further expressed serious concern about the strong intra-family bias for son being the root cause of the problem that is still prevailing in our society. Thirty teachers and one hundred students were present in the seminar. c. The Women's Cell of our College has observed International Women's Day on 6th march, 2020 with the presence of Professor Paramita Biswas, founder of Prithischandra Biswas Kanya Mahavidyalaya, Dasghara of Hooghly district. She delivered her precious speech to motivate our students and others present in the seminar. Adwitiya, the Women's Cell wall magazine was published by the invited resource person Prof. Biswas. She really enjoyed the that moment and said, "I am very much impressed to see the fine floral decoration done by the rural girl students." Ten teachers and sixty students were present in the programme. d. Another event to distribute clothes to the marginal people by Women's Cell of our institution demands a real credit. On September 30, 2019 five teachers, two non-teaching staff went to Tarakeswar Railway Station to distribute clothing and sanitary napkins to the women living in the adjacent slum. Instead of being an age-old as well as historic rail station, Tarakeswar Rail Station (8 km from college) carries a big slum in its vicinity, where every shadow of poverty is transparent. It is a duty to extend a generous hand to the slum dwellers by distributing clothes and sanitary napkins to them. Generating awareness and educating social as well life skill to the students was a motto of the programme that will surely help them to be a good human-being in near future. e. The last but not the least is the event of protesting Dr. Priyanka Reddy rape case by our College Women's Cell, students and teachers, all took part in a rally from our college to the nearby villages. Evidence of success 1.

Many female students are enrolling in the college from nearby and distant areas, indicating that our institution values its female students. 2. As of now, there has not been a single complaint made to a higher authority about the dismal working conditions at the college. Problems encountered and resource required More female restrooms and washrooms are currently needed on the college campus. The college authorities is unable to fix the poor infrastructure facility due to a lack of funding. Financial constraints stand in the way of organizing more qualitative gender-centric programmes, introducing vocational training for girl students, organizing awareness-generation workshops, or inviting the resource persons, whatever it is. Dealing with the cleaning of the campus, survey of the plants and plantation within College campus Objectives of the practice: A group of students along with the teaching and non-teaching staff members under Nature's Club in collaboration with NSS units of College is organised to deal with the proper cleaning, maintenance and naming of the plants within the College campus. Principle objectives of the group: 1. Cleaning of the surrounding areas, nearby college campus. 2. Proper survey of plants within college campus. 3. A one week plantation programme (Vanmahotsav) drive was taken to plant more trees. 4. Enhancing eco-awareness by organizing lectures. Practice: Different types of programmes were conducted by the Nature's Club to foster the general awareness to uplift the quality of environment by means of active plantation, proper maintenance and preservation of trees, along with other vegetation. Students were divided in groups under NSS units and a week long programme (20.07.2019 -26.07.2019) was organised under the common platform of Nature's Club with NSS units. The plants were collected and planted by students. In addition to it, college inner area and peripheries were cleaned by the students. Survey of the plants for their proper maintenance was carried out by Nature's Club team under the guidance of Mr. Bijoy Chakraborti (an eminent person of the locality who has express his suggestions). His knowledge about local flora and being a painter by profession, he has enriched the students to a great extent. Students collected different plants and planted them, cleaned the dropped litter and maintained the gardens within the college campus. Eco awareness seminars were organised by Nature's Club to instigate and imbibe the core values within the students. Seminars were conducted to celebrate the birthday of eminent environmentalists, such as Gopal Chandra Bhattacharyya on 01.08.2019. Preservation of water resources, avoid wastage, proper drainage and attainment of sustainable source of clean water were key themes of seminar 'JOL' organised by Nature's Club on 20.8.2019. The honourable speakers Dr. Rahuldeb Biswas and Dr. Debabrata Mazumdar gave a keynote message regarding the proper utilization of water as a resource.

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

https://rabindramahavidyalaya.ac.in/images/uploads/best%20practice%202019-20.pdf.pdf

7.3 – Institutional Distinctiveness

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

PERFORMANCE OF THE INSTITUTION IN AN AREA DISTINCTIVE TO ITS PRIORITY AND THRUST Ours is a rural College. The typical location may boast of a sprawling, huge campus of about 27 acres of land with centrally situated pond, a big 11-sided football ground at the frontal entry, several big trees and green vegetation. Using this environmental surrounding as a ready and friendly resource becomes a natural priority for us. We adopt and gear up many of our institutional policies with a view to sustaining campus life in the lap of nature. While opulent Mother Nature sustains us, we try to stay alert to the need for curating and adequate protection so that our dependence does not become a way of mere exploitation. So environmental sustenance that promotes overall health of the stakeholders defines our distinct thrust and we tend to do it along ways that act as a buffer against depletion of sustainable resources. The College has a Nature Club that acts as a nodal agency for promotion and sustaining of values that inculcate a general attitude of reciprocity vis-a-vis the immediate surroundings. Thus, augmenting the greenery through human intervention, the Departments of History and Physical Education have undertaken gardening projects – one at the second entry point and

the other adjacent to the ground floor of the Gymnasium Building – as a good measure at beautification. The endeavour ensures direct participation of the students who do everything from maintaining the garden throughout the season. Department of Botany also maintains such garden adjacent to the Bio-science Building. The College Authority further takes a direct initiative in maintaining a garden adjacent to the northern bank of the pond as a fillip to beautification and encouraging other stakeholders to take similar initiative in the desired direction. We have a long established Medicinal Garden with a number of rare and big trees. It is our institutional effort at preservation and sustenance of plant life with medical attributes that has its rightful place in the environmental register. For sustaining water life, the pond is regularly leased out to private vendors. Fishes are being grown commercially that generates annual revenue and also ensures cleaning of the water body. For fortification of the embankment, Shaal logs and wooden frames have been used as part of the 100 Days Work Project to save the banks from usual erosion. As an institutional component of the global ambit of Eco-Feminism, we have a Women Cell to look after the various institutional and workplace needs of our girl students and women teachers and staff. Seminars and discussions are regularly held. The predominant social discourse and practices often naturalise various pockets of repression and exploitation. So we try to merge the ecological and feminine issues that often have a common basis and goal by upholding the centrality of the Mother Spirit as a nurturer and sustainer of life as a whole.

Provide the weblink of the institution

https://rabindramahavidyalaya.ac.in/images/uploads/7.3.%20Institutional%20Distinctiveness_3.pdf

8.Future Plans of Actions for Next Academic Year

As the academic year 2019-20 is undergoing the phase of lock down due to Covid-19 breakout and there is no surety about normal classes to resume, the future plan of action has been determined over telephonic conversation with the higher authority of the College. It was planned to intimate the students and staff of the college by organizing webinars and other course of action to be undertaken about Covid-19 awareness, and maintaining regular online interaction with the students during this situation. Accordingly, online classes (theoretical), online departmental seminars, quiz contests, lecture deliberations etc. are to be organized in a phased manner. The educational excursions are to be held only when normal conditions prevail. The IQAC Coordinator and the Principal of the college interacted with the departmental heads on online mode to publish departmental wall-magazine via online mode. The IQAC requested the Principal to give access to its members to conduct different personalities and resource persons and organize several webinars and online subject based lecture classes by external and internal teachers so that the students are engaged in their higher studies and co-curricular activities in the grave situations. The different cells, departments and sub-committees are instructed to coordinate with the Students and staff to organize different activities as far as possible. These programs are to be conducted with the help and support of Information Technology sub-committee and library sub-committee for their technological support. The 1QAC and the Principal of the College planned to sign MOU with some neighboring colleges and Institution for carrying out Faculty, Exchange Programs in a frequent ways and with some Institutions for conducting soft-skill development programs.