



RAMAKRISHNA MISSION
VIVEKANANDA CENTENARY COLLEGE
RAHARA, KOLKATA- 700 118

**The Annual Quality Assurance
Report (AQAR) of the IQAC**

(2014-15)

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The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year (*for example 2013-14*)

July 1, 2014 to June 30, 2015

I. Details of the Institution

1.1 Name of the Institution

RAMAKRISHNA MISSION
VIVEKANANDA CENTENARY COLLEGE

1.2 Address Line 1

P.O. RAHARA

Address Line 2

City/Town

KOLKATA

State

WEST BENGAL

Pin Code

700 118

Institution e-mail address

rkmvccollege@rkmvccrahara.org

Contact Nos.

033- 2568 2049

Name of the Head of the Institution:

SWAMI KAMALASTHANANDA

Tel. No. with STD Code:

033-2568 2049

Mobile:

09432516982

Name of the IQAC Co-ordinator:

DR. PRADYOT KUMAR MEDDA

Mobile:

09831943122

IQAC e-mail address:

rkmvccollege@rkmvccraahara.org

1.3 NAAC Track ID (For ex. MHCOGN 18879)

WBCOGN20188

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC(SC)/04/A&A/81 dated 10-12-2014

1.5 Website address:

www.rkmvccraahara.org

Web-link of the AQAR:

<http://rkmvccraahara.org/naaciqac.aspx>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	3.14	2014	2019
2	2 nd Cycle	NA	NA	NA	NA
3	3 rd Cycle	NA	NA	NA	NA
4	4 th Cycle	NA	NA	NA	NA

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

30.05.2014

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

N.A.

- i. AQAR _____ (DD/MM/YYYY)4
ii. AQAR _____ (DD/MM/YYYY)
iii. AQAR _____ (DD/MM/YYYY)
iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

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

Type of Institution Co-education ☐ Men ☒ Women ☐

Urban ☒ Rural ☐ Tribal ☐

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

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

1.10 Type of Faculty/Programme

Arts ☐ Science ☒ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

WEST BENGAL STATE UNIVERSITY,
BARASAT, WEST BENGAL

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes

UGC-COP Programmes

Any other (*Specify*):

WBSU –conferred the status of a Research Centre to the Institution by the name 'Swami Vivekananda Research Centre for Multidisciplinary Research in Basic Sciences & Social Sciences'

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="06"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="0"/>
2.4 No. of Management representatives	<input type="text" value="03"/>
2.5 No. of Alumni	<input type="text" value="02"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="0"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="15"/>
2.10 No. of IQAC meetings held	: <input type="text" value="02"/>

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes ☒ No ☐

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

INTERNATIONAL SEMINARS/PANEL DISCUSSIONS:

1. DST-Sponsored Seminar on 'Scope of Microbial Biotechnology'.
2. DBT, West Bengal - Sponsored Seminar on 'Cell Therapy: Partial Success, Failure and Future Challenges'.
3. Asiatic Society -Sponsored Seminar on 'Youth and Swami Vivekananda'.
4. Seminar on 'Scope of Microbial Biotechnology in Clean Biofuel Ethanol Production.'
5. PCRA-Sponsored Panel Discussion on 'Growth of Bio-Power in Eastern Region of India' in collaboration with IISWBM, Kolkata

NATIONAL SEMINAR:

1. IQAC-Sponsored Seminar on 'Future India and Biodiversity'.
2. Seminar on 'Optics & Contemporary Trends'.
3. Seminar on 'Biotechnology & Future Prospects'.

STATE-LEVEL WORKSHOP:

1. Workshop on *Value Education for Professionals including Teachers* in collaboration with Ramakrishna Mission Vivekananda University.

INSTITUTIONAL LEVEL SEMINARS:

1. Seminar on "Environmental Awareness" as a part of 'Swachha Bharat Abhiyan'
2. Seminar on 'Photonic Lattices : A new Model to simulate Band Structure'

2.14 Significant Activities and contributions made by IQAC

1. Continuous Communication with DPI, Govt. of West Bengal regarding vacancy of Staff positions and then filling up of 22 vacant Faculty posts and 7 Non-Teaching Staff Positions.
2. Promoting International and National Seminars in the College.
3. Increasing interaction with Students and their guardians through workshops, feedback and post-examination meetings.
4. Increasing involvement of local persons and experienced retired staff members with various college activities.
5. Promoting visit of International scientists like Prof. Ananda Mohan Chakrabarti, Illinois University, USA (on 8-12-2014); Dr. Mrinal K. Dewanjee, National Eye Institute, NIH, USA (on 02-01-2015), Dr. Federique Guillarmot, R&D Dept., Carbios, Paris & Dr. Allan Marty, University de Toulouse, France (on 25-03-2015), Dr. Abhijit Mukhopadhyay, Purdue Research Park, Purdue University, USA (on 09-06-2015).
6. Providing opportunities for interaction with eminent Scientists and Industrialists through Seminars and Panel Discussions.
7. Formation of Toppers' Academy for awarding meritorious students.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
First Cycle NAAC Accreditation of the Institution	NAAC GRADE A ; CGPA 3.14
Filling of vacant Faculty positions	22 Faculty positions filled up through College Service Commission
Filling of vacant Non-Teaching Staff positions	07 Non-Teaching Staff positions filled up.
Organization of Seminars & Workshops	11 Seminars & Workshops were organised in one year.
Promoting participation of the students in various Co-curricular events	<p>i) Seven students of the Department of Physics received prizes in Quiz, Creative writing, Scientific Model competition organized by Indian Association for the Cultivation of Science, Jadavpur, Kolkata.</p> <p>ii) Fourteen students of the Department of Zoology participated in Quiz, Photography competition in 'ZOOQUEST' jointly organized by W.B. Biodiversity Board, Zoology Department, University of Calcutta and Zoological Society,</p>

	Calcutta.
Introduction of a Six-month Certificate Course in Value Education & Indian Culture	<p>i) Publication of a Text Book from the College named 'Jivan Sopan' for the course.</p> <p>ii) Developing a habit amongst the students to keep the College premises and educational space clean and tidy through weekly cleaning programmes under the guidance of the Teachers and Staff members.</p>
Online Application procedure for Admissions	The entire UG and PG admissions have been made through the online process in 2014-15.
Publication on the Service Activities of the College	The College published a ' Handbook of NSS ' containing the key concepts of NSS and the Service Ideal as propounded by Swami Vivekananda along with a detailed account of the NSS activities in the College like the Free Cataract Operation Camp, Blood Donation Camp, Pulse Polio Camp, TB Seal Sale Camp, Campus Cleaning Programmes etc.

* Attach the Academic Calendar of the year as Annexure. **(Annexure-i)**

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

After the AQAR was prepared by IQAC it was placed before the Governing Body Meeting of the College. Keeping in mind the suggestions put forth by the Committee the report was finalised for submission.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D.	2	NIL	NIL	NIL
PG	2	NIL	NIL	NIL
UG	5	NIL	NIL	NIL
PG Diploma	NIL	NIL	NIL	NIL
Advanced Diploma	NIL	NIL	NIL	NIL
Diploma	NIL	NIL	NIL	NIL
Certificate	2	1	NIL	2
Others	NIL	NIL	NIL	NIL
Total	11	1	NIL	2
Interdisciplinary	NIL	NIL	NIL	NIL
Innovative	NIL	NIL	NIL	NIL

√ √

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	2
Trimester	NIL
Annual	5

1.3 Feedback from stakeholders* Alumni ☐ Parents ☐ Employers ☐ Students ☒

(On all aspects)

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

*Please provide an analysis of the feedback in the Annexure (Annexure-ii)

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

1. The College is affiliated to the West Bengal State University. Hence it has to follow the syllabus framed by the University. So update or revision is possible only by the University. However no recent changes have been made by the University.
2. In the PG courses (in Chemistry & Botany) offered by the College, there is autonomy to frame the syllabus. There, occasional revision takes place from time to time. For example, 2 new Special Papers in PG Botany, namely, *Plant Taxonomy & Phycology* have been started from the current academic session.
3. A six-month certificate course in *Value Education & Indian Culture* has been started from this academic year for UG students.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

A New Research Centre entitled '**Swami Vivekananda Research Centre for Multidisciplinary Research in Basic Sciences & Social Sciences**' is to be set up in the institution as proposed by the affiliating University. Being convinced by the research work going on in the College for more than 20 years, the affiliating University has conferred the autonomy to select meritorious research scholars for Doctoral degree and to carry on the course work for Ph.D. and research in the College itself.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	36	24	11	Nil	1

2.2 No. of permanent faculty with Ph.D. 26

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	21	09	N/A	N/A	N/A	N/A	1	0	22	09

2.4 No. of Guest and Visiting faculty and Temporary faculty N/A N/A 40

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	23	25	02
Presented papers	15	16	01
Resource Persons	02	03	02

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

- 1) Pre-Examination Preparations: Test series are arranged for a thorough preparation of the students before the University Examinations.
- 2) Attempts are being made to enable the students to pursue NPTEL courses in distance mode in the College parallel to their B.Sc curriculum.
- 3) Poster presentations and class-based seminars by the students are encouraged for an in-depth understanding of a topic.
4. Students are facilitated to participate in various academic competitions organised by reputed Institutes like IACS, ZSI etc. to arouse greater interest and grasp on the subject.
5. Certificate courses on Computer Applications & Mushroom Cultivation provides the students an edge in their future to face the competitive job market.
6. ICT Enabled Classrooms help the teachers to explain the topic of study in a much more lively and lucid manner.
- 7.The College has established an Institutional Membership cum Collaboration with British Council, Kolkata for enrichment of academic resources.
8. For an all-round development of the students, the students are exposed to the best elements of modern scientific research and the eternal values of life for a man-making education as envisioned by Swami Vivekananda.

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

265

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

UG Exams are conducted entirely by the affiliating University. In PG Botany, scrutiny of the corrected answer scripts and Supplementary Exam system has been introduced.
At the UG level, the frequency of tests has been increased to ensure proper preparation for the University

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

4(UG)

4(PG)

2.10 Average percentage of attendance of students

90%

2.11 Course/Programme wise distribution of pass percentage / Number :

Title of the Programme	Total no. of students appeared	Division/Class				
		Distinction %	I (No.)	II (No.)	III (No.)	Pass (No.)
Chemistry	38	N/A	30	07		01
Physics	42	N/A	13	29		00
Mathematics	42	N/A	13	24		05
Botany	22	N/A	09	13		00
Zoology	19	N/A	06	12		01
Chemistry (M.Sc.)	36	N/A	35	01		
Botany (M.Sc.)	23	N/A	17	06		
Computer Applications (Certificate Course)	40	N/A	40			
Mushroom Cultivation (Certificate Course)	38	N/A	38			

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

1. Review of the performance : The IQAC keeps a track of the results after each University Examination and advises necessary remedies for further development.

2. Formation of ‘Toppers’ Academy’: IQAC is always desirous to encourage and award the meritorious students. Keeping this in mind IQAC proposed the Faculty members to form a Toppers’ Academy where financial help from teachers and well-wishers will be helpful to award a student. This is of great significance particularly for the students coming from economically constrained backgrounds.

3. Building newer connections : IQAC arranges seminars and workshops where the students are able to interact with many eminent academicians, reputed scientists and teachers of renowned Universities and Institutes. This link helps the students to go for their higher studies to those Institutes in future.

4. Academic resources: IQAC monitors the constant influx of study materials which range over books and journals to NPTEL resources etc. This helps both the teachers and the students to enrich themselves with the best possible academic nourishment.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	03
UGC – Faculty Improvement Programme	01
HRD programmes	-
Orientation programmes	02
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	22 (Staff Orientation Programme organized by the College)
Summer / Winter schools, Workshops, etc.	04
Others	02 (Certificate course)

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	31	15	7	10
Technical Staff	3	6	0	0

Criterion – III

3. Research, Consultancy and Extension

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

1. Endeavour to set up a **Research Centre** in the College for full-fledged Ph.D. programmes & Research was taken. As a result, the affiliating University has given permission to establish '**Swami Vivekananda Research Centre for Multidisciplinary Research in Basic Sciences & Social Sciences**'.
2. **More Research Proposals** were submitted to the funding authorities like DST, West Bengal, etc. for maintaining the constant flow in Research activities.
3. To enrich the Research infrastructure, many **instruments** have **been purchased**. Recently some instruments like the **-80° C Storage system** has been procured for research in the Department of Botany and **Gas Chromatography** in the Department of Chemistry.
4. **Two new laboratories** have been added to the Department of Botany for research purpose.
5. **4 International & 3 National Seminars, 1 International Panel Discussion, 2 Institutional Seminars** were organised to expose the students, Research Scholars and Faculty to the recent trends in Research.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	6	0	0
Outlay in Rs. Lakhs	NA	Rs. 2134154.00	NA	NA

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	2	0	0
Outlay in Rs. Lakhs	Rs.2.5 Lakhs	Rs. 654128.00	0	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	166	24	07
Non-Peer Review Journals	-	16	-
0e-Journals	09	01	-
Conference proceedings	05	08	01

3.5 Details on Impact factor of publications:

Range

0.032-10.401

Average

5.216

h-index

2-16

Nos. in SCOPUS

3-18

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	21-02-12 to 20-02-15	CSIR	Rs. 14,91,725	Rs.691,796
	11.08.11 to 11.08.14	W.B. D.S.T.	Rs.12,52,334	Rs. 381,979
	26.012.13 to 26.12.16	AYUSH	Rs. 17,23,600	Rs. 498,000
	2012-2014	W.B. D.S.T.	Rs. 18,64,434	Rs. 562,379
Minor Projects	NA	NA	NA	NA
Interdisciplinary Projects	NA	NA	NA	NA
Industry sponsored	NA	NA	NA	NA
Projects sponsored by the University/ College	NA	NA	NA	NA
Students research projects <i>(other than compulsory by the University)</i>	NA	NA	NA	NA
Any other(Specify)	NA	NA	NA	NA
Total	NA	NA	NA	NA

3.7 No. of books published i) With ISBN No.

01

Chapters in Edited Books

0

ii) Without ISBN No.

01

3.8 No. of University Departments receiving funds from

UGC-SAP

CAS

DST-FIST

DPE

DBT Scheme/funds

3.9 For colleges

Autonomy

CPE

DBT Star Scheme

INSPIRE

CE

Any Other (specify)

3.10 Revenue generated through consultancy

NIL

3.11 No. of conferences organized by the Institution

11

Level	International	National	State	University	College
Number	5	3	1	0	2
Sponsoring agencies	1) DST, West Bengal 2) DBT, West Bengal; 3) Asiatic Society 4) PCRA	1) IQAC 2) RKMVC College	Ramakrishna Mission Belur Math		RKMVC College

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

05

3.13 No. of collaborations

13

International

05

National

08

Any other

3.14 No. of linkages created during this year.....

16

3.15 Total budget for research for current year (2014-2015) in lakhs :

Rs. 2691080

From Funding agency

Rs. 2434999.00

From Management of University/College

Rs. 256081

Total

Rs. 2691080

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	02
	Granted	NA
International	Applied	NA
	Granted	NA
Commercialised	Applied	NA
	Granted	NA

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
2	1	1	NIL	NIL	NIL	NIL

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

4

11

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

5

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Annual Eye Operation Camp
- Annual Blood Donation Camp
- Pulse Polio Immunization Programme Centre
- T.B. Seal Sale Camp
- Workshop on '*Value Education for Professionals including Teachers*'
- International Panel Discussion on '*Growth of Bio Energy in Eastern India*'

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4 acres (approximately) for College & 100 acres land for whole Mission	Construction of five-storied building going on (about 70% complete).	State Govt. & Donation	NA
Class rooms	22	06	State Govt.	28
Laboratories	24	02	College Fund	26
Seminar Halls	01	–		1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	25	01	WB-DST	26
Value of the equipment purchased during the year (Rs. in Lakhs)	-	10 lakhs	WB-DST	NA
Others	NA	1.A photocopy machine set up in office. 2. New IQAC Office 3. New Examination Control Office 4.Four new stack/store rooms 5. Photocopy facility for the students 6. Two new water cooler system. 7. New Generator 8. New Table Tennis Room	NA	NA

4.2 Computerization of administration and library

1. The entire Official work is maintained through a software developed by the College named *Smart College*. Students data, Accounts, Scholarship, etc. are all maintained and recorded in computerized version.
2. Most of the modern equipment required for the smooth running of the office like Photocopy machine, Scanners, Colour Photocopy system, Scanners, *Book Eye Scanner* etc. are used for various official and academic purposes.
3. The entire Library Catalogue is computerized. A software named *Bookworm* is used for this purpose along with maintenance of daily book issue-return records etc.
4. Wi-fi facility is there in the College Office and the library along with BSNL Broad Band Internet Connectivity.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	31,727	Rs.	321	Rs.	32,048	Rs.
Reference Books	1,087	48,31,350/-	203	3,68,285/-	1,290	51,99,635/-
e-Books	92,000	NLIST	NIL		NA	
Journals	16	Rs. 10,155/-	4	Rs.10,700/-	20	Rs.20,855/-
e-Journals	6,230	NLIST	NA	NA	NA	NA
Digital Database						
CD & Video	109	10,000/-	02	200/-	111	10200/-
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	115	2	30	2	2	15	20	
Added	15	0	1	0	0	1	2	
Total	130	2	31	2	2	16	32	

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

1. The Teachers of each Department have access to desktops and laptops for teaching purposes.
2. Students are offered a UGC-Recognised Certificate Course in Computer Applications where the students can be adept in the recent advances of Computer usage.
3. Apart from the Certificate Course, the College also offers a general training in Computers to every student in the very beginning of their studies in the First Year of the B.Sc. curriculum.
4. The college has plans to start distant-mode NPTEL courses for the students.
5. The ICT-enabled classrooms in every Department offers an opportunity to make teaching-learning in-depth and lucid simultaneously.
6. The entire library catalogue, issue-return, & the office data for admissions, examinations, salary, accounts, etc. have been computerised for efficient monitoring and e-governance.

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs. 137927.00
ii) Campus Infrastructure and facilities	Rs. 1532922.00
iii) Equipments	Rs. 256081.00
iv) Others	Rs. 1083313.00
Total :	Rs. 3010243.00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Formation of Toppers' Academy to encourage meritorious students through awards and special guidance.
2. Tuition fees waived for students securing 60% marks in all papers.
3. Grievance Redressal Cell for addressing the problems faced by the students.
4. Placement through campusing by leading companies like TCS, ACC etc.

5.2 Efforts made by the institution for tracking the progression

1. Analysis of class tests, University examinations and day-to-day response/ performance in the theoretical and lab-based classes is done to observe the trend of progression of each student.
2. In case of poor performance, the students are given special guidance and separate examinations are arranged to make them at par.
3. UG & PG students need to give In-house Seminars and Poster Presentations where the academic maturity is assessed for further improvement.
4. Performance of the students at All-India Level Competitive Examinations like JAM, JEST, NET etc. are analysed thoroughly for assessing the standard of the students at the National level.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
890	132	11	Certificate Courses: Computer Applications: 40 Mushroom Cultivation: 40

(b) No. of students outside the state

01

(c) No. of international students

0

Men	No	%	Women	No	%
	1033	100		0	0

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
789	11 7	0 5	115	0	1026	794	10 7	06	12 6	0	1033

Demand ratio = 6:1

Dropout % = 0.1%

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

1. Special care is taken to train the UG students for various Competitive Examinations like JAM, JEST etc., for admission in reputed Institutions like IITs, IISC, TIFR etc. for Post graduate courses.
2. PG students are motivated for NET exam and guided in individual capacity.
3. The Certificate Course in Computer Applications enables the students to keep themselves updated with the recent trends in Computer Sciences which helps the students in the larger scenario.

No. of students beneficiaries

22

5.5 No. of students qualified in these examinations -2015

NET	3	SET/SLET	0	GATE	7	CAT	
IAS/IPS etc		State PSC		UPSC		Others	JAM =22 , HRI=1, TIFR=1

5.6 Details of student counselling and career guidance

1. Scientists and Educationists from various eminent organisations like INSA , ZSI etc. visit the college and enlighten the students regarding future avenues in studies, research and jobs.
2. Panel Discussions are organised where many eminent industrialists offer their invaluable suggestions regarding job opportunities.
3. The students always receive valued advices from the Professors regarding their future plans.
4. In-house Campussing are arranged for the students for availing different job opportunities.

No. of students benefitted

110

5.7 Details of campus placement

Number of Organizations Visited	<i>On campus</i>		<i>Off Campus</i>
	Number of Students Participated	Number of Students Placed	Number of Students Placed
03	150	06	35 (approx)

5.8 Details of gender sensitization programmes

No separate gender sensitization programmes have been organised. But the Certificate Course in Value Education and Indian Culture which is mandatory for every UG student emphasizes the need for honour and reverence towards all, irrespective of gender. Seminars on the ideas preached by Swami Vivekananda are held regularly which uphold the greatness of women and the worshipful attitude that they deserve for the good of the nation.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	12	Rs.35,000
Financial support from government	156	Rs. 3791700
Financial support from other sources	16	Rs. 95800
Number of students who received International/ National recognitions	44 (Inspire)	Rs.2640000

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: [No notable grievances have been recorded.](#)

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

The college is a unit of Ramakrishna Mission Boys' Home, Rahara which is a branch centre of the worldwide organization, Ramakrishna Math & Ramakrishna Mission established by Swami Vivekananda.

Swami Vivekananda said 'My ideal indeed can be put into a few words and that is: to preach unto mankind their divinity, and how to make it manifest in every movement of life' & emphasized the need of 'Modern Science coupled with Vedanta'. Poised in these two visions the institution tries to follow the ideal of *Atmano mokshartham jagaddhitaya cha*, freedom from the bondage of all ignorance & misery by realizing one's divine Self and mending the path for material, intellectual and spiritual good of the entire world. Imbibing this spirit, the college envisions to manifest itself into a powerful centre of higher education aiming the full-fledged growth and fulfillment of all those coming in contact with it.

Mission

The method followed to achieve the supreme good for oneself and for all others is '*Shivajnane jivaseva*' – service done in a spirit of worship. Here in this college, the goal is to serve the students mostly coming from economically constrained circumstances by providing them quality education in the field of Science and in the art of all-square Personality Development by:

- (i) Exposing young minds to advanced scientific topics and imparting hands-on training over sophisticated analytical instruments
- (ii) To establish the college as a potential center of research activities thus creating a strong tradition of deep-rooted academic pursuits and an ambience that favours the scholarly activities
- (iii) Imparting a man-making, character-building education by a balanced development of the 3H's- Head, Heart and Hand so that the students may turn out to be wise citizens able to shoulder the responsibility of the Nation.
- (iv) A culture of labour and service, focus and perseverance, simple living and high thinking is transmitted to the students who are the future of the nation.

6.2 Does the Institution has a management Information System

1. The entire data related to the students details, fees, admission, examination etc. is maintained through a software name Smart College which is accessible by different concerned staff of the Office. This makes the process unified and smooth.
2. The data related to Accounts, Day Book Entry, Salary etc. is also maintained through the same software Smart College. As a result staff members working in different sections of the College Office are able to have a complete picture whenever they are working on any aspect.
3. The Library catalogue is also entirely computerized, this makes the searching fast and easy.

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

6.3.1 Curriculum Development

1. For UG, the Institution does not have a direct role as per University statute. However, faculty members who are members of the Board of Studies, actively work for syllabus development to keep at par with modern trends.
2. For PG, Institution with its own Board of Studies composed of college faculty members as well as many distinguished Professors from other Institutions play a role in quality improvement via curriculum development.

6.3.2 Teaching and Learning

1. Each Department is equipped with Computer facility and Internet Connection for the teachers to enrich themselves and to help them in their day-to-day class teaching
2. Every Department has ICT based classrooms for an interactive teaching-learning process and for easy comprehension of complicated topics. Very often multimedia presentations and video-graphic representation makes the topics under discussion much more lucid
3. Models, e-museum concept of zoological specimens are used for teaching more effectively. Efforts are being made to set up a Plant Fossil museum with some recently collected rare Plant Fossils from different coal mines in Asansol, West Bengal.
4. Every student is given a training in Computer Applications and Spoken English just at the onset of their B.Sc. studies to keep them updated and perfect in expression skills. Since most of the students come from rural and semi-urban areas, hence expertise in Communicative English needs to be provided to them for expressing their blooming ideas and genius in science.
5. A *Smart Classroom* interactive board is used for various participatory classes.

6.3.3 Examination and Evaluation

Since the College is affiliated to the West Bengal State University, the entire examination and evaluation process for the UG level is executed under the guidelines of the affiliating University. However many of the Faculty members are involved in the Examination and Evaluation process who try to upgrade the process by their suggestions.

However at the PG level the College enjoys autonomy to organise and improvise the examination process. Many Professors from other reputed Institutions are also invited as moderators, external examiners etc. to make the system transparent and widely accepted. For unsuccessful candidates, the Department of Botany has introduced the provision for supplementary examination at the PG level.

Apart from these, some additional measures have been taken at the College level for the UG students during this academic session to ensure academic grasp and perfection:

1. Frequent class tests
2. Departmental Pre-final test.
3. The students are made aware of the evaluation and the necessary betterment they should go through for further precision.

6.3.4 Research and Development

The Institution has a strong culture of Research for more than two decades. It always caters to the various needs of the Faculty members and Research Scholars involved in Research:

1. The College had plans to start a Research Centre of its own with self-sustained infrastructure for Doctoral thesis. After proceeding towards fulfilment of that agenda, the affiliating University –conferred the status of a Research Centre to the Institution by the name '*Swami Vivekananda Research Centre for Multidisciplinary Research in Basic Sciences & Social Sciences*' in this academic session.
2. The research infrastructure includes an array of sophisticated scientific instruments like HPTLC, UV & IR Spectrophotometers, Fluorophotometer, Geldoc, *Leica* digital 3-D and 2-D Microscopes, Beckmann Ultracentrifuge, High precision balance etc. The College keeps on enriching its instrumental facility. For example, in this Academic Session the College has procured a Gas Chromatography instrument for research in the Department of Chemistry.
3. With the day-to-day expansion in research work in the College, there is increasing demand for lab space. In this academic session two new research labs have been constructed for research work in Plant Tissue Culture and Mycopathology.
4. Many of the newly joined Faculty members have been encouraged to submit Minor Research Projects. Some of them are already preparing their project proposals.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. The Library is time-to-time enriched with new books.
2. The entire Library Catalogue is computerised which gives ease for searching books.
3. A collaboration with British Council Library has increased access to many ebooks and journals.
4. Every Department has ICT enabled classrooms.
5. ICT enabled centrally air-conditioned Seminar Hall *Swami Vivekananda Hall* is used for seminars, special lectures , panel discussions and workshops.

6.3.6 Human Resource Management

The Institution is a unit of the Ramakrishna Mission founded and inspired by Swami Vivekananda. Following his footsteps the college tries to spread a culture of man-making education. The Institution knows that it is giving shape to the future of the Nation and world at large by working on the powerhouse called youth. For channelling this power along beneficial channels the Institution emphasises a balanced development of both the head and the heart, academic excellence and humanitarian expansion, Western science and Indian values. For this the Institution has taken few steps during this academic session:

- 1) A six-month certificate course on *Value Education & Indian Culture* has been started for the First Year UG students so that they can imbibe the spirit of Swami Vivekananda's Man-making Education at the very onset of their tenure in the College. This is perhaps a correct time in life when a young student can really admire the depth of Values and practise them to their fruition.
- 2) Along with various seminars on the ideas of Swami Vivekananda for students which have become common events in the College, this academic year a Workshop on *Value Education for Professionals including Teachers* was organised by the Institution. This was unique since it drew many professionals, guardians, teachers for revivifying the ideals of a meaningful life.
- 3) As a corollary to the certificate course on *Value Education & Indian Culture* for the students, weekly cleaning programmes have been started during this academic session which has increased their involvement with the College and its premises.
- 4) A text-book has been published from the College named *Jivan Sopan* for the aforesaid certificate course. This book comprises of various cardinal points of day-to-day life like following a daily routine for synchronising the life style, the art of living happily by walking along the path of sincerity, dedication, selflessness and so on.

6.3.7 Faculty and Staff recruitment

- 1) This year the college was able to fill 21 vacant posts for the Teaching Faculty and 01 Librarian through the College Service Commission, West Bengal. This has been a great boost for the Teaching-Learning process of the college.
- 2) 07 vacant Non-teaching staff positions have also been filled up during this session. This has resulted in smooth-running of the college Office and the respective Departments.

6.3.8 Industry Interaction / Collaboration

A PCRA-Sponsored Panel Discussion on *Growth of Bio-Power in Eastern Region of India* in collaboration with IISWBM, Kolkata was organised by the College on 4th March, 2015. Many distinguished Industrialists participated in the Panel Discussion namely:

- Mr. S. C. Chakraborty, Former GM, Coal India; Sr Tech Adv, GP Energy
- Mr. Suman Lahiri, Regional Director, EBTC
- Mr. Aditya Sharma, Sr VP, Boson Energy, Luxemburg,
- Mr. Jyoti Prakash Das, Phoenix India Research & Development Group

Many of these reputed industrialists interacted with the students and suggested them avenues to join different industries both for jobs and for research purposes.

6.3.9 Admission of Students

The application process for PG Admissions has been switched over to online mode from this year. This has made the process more accessible for students residing far away. As a result the number of applicants has also risen to a considerable extent. The analysis of the applications submitted online has also become easy and less prone to error.

As far as the UG application is concerned the students were able to download the application forms from the College website from this session and submit the filled up forms in the college. This has made the process partially less cumbersome.

However the college plans to implement entirely online application process for UG along with the prevalent PG application system from the next academic session 2015-16.

6.4 Welfare schemes for

Teaching	Cooperative Society for monetary benefit after retirement, loans etc.
Non teaching	Cooperative Society for monetary benefit after retirement, loans etc.
Students	<ol style="list-style-type: none">1. Scholarships from Ramakrishna Mission for needy students.2. Tuition fee waiver for students securing 60% or above in all papers of the University Exam3. Formation of 'Toppers' Academy' for needy and meritorious students through awards and cash prizes.4. Students are enlightened to avail different scholarships like Merit-cum-Means, Inspire, Jindal, WBMDFC scholarships as per their performance and economic background.

6.5 Total corpus fund generated : Rs. 1,65,04,063.36 as per Audit Report 2014-2015

6.6 Whether annual financial audit has been done Yes ☒ No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	A two member team comprising of Prof. Basab Chaudhuri, Registrar, University of Calcutta & Prof. Ratnabali Banerjee, Ex-Joint Secretary, University Grants Commission, Kolkata (Eastern Zone)	Yes	IQAC
Administrative	Yes	A two member team comprising of Prof. Basab Chaudhuri, Registrar, University of Calcutta & Prof. Ratnabali Banerjee, Ex-Joint Secretary, University Grants Commission, Kolkata (Eastern Zone)	Yes	Governing Body

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes ☐ No ☒

For PG Programmes Yes ☒ No ☐

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

1. Earlier there used to be two University Examination during the Three-year degree course: Part I (comprising of the Ist and IInd Years) & Part II (comprising of the IIIrd Year). However at present, a student needs to sit for three University examinations at the end of each academic session namely Part-I, Part-II & Part-III Examinations respectively.
2. For the PG courses in the college in Chemistry & Botany, semester examination system is followed instead of the previously prevalent annual examinations.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

So far, no notable effort to promote autonomy in affiliated/constituent colleges has been observed.

6.11 Activities and support from the Alumni Association

Many of the Alumni association members constantly support the activities in the college. During the Annual Free Eye Operation Camp conducted by the college some of the members take active role in raising funds and collecting medicines and eye drops for the needy patients.

6.12 Activities and support from the Parent – Teacher Association

Though there is no formal Parent-Teacher Association, but the parents are constantly abridged about their wards' performance. Whenever required, there are Parent-Teacher meetings for discussing issues regarding the betterment of the students' performance. The guardians are invited for different cultural programmes in the College.

In this academic session a Workshop was organised on *Value Education for professionals including Teachers* on 5th September, 2014, the Teachers Day , where the parents were invited to take part as the college authorities felt that parents are the first teachers of the young student.

6.13 Development programmes for support staff

There is a cordial relationship between the support staff, the faculty members and college authorities which encourages free exchange of ideas for an united effort towards the holistic development of the Institution .They are free to participate in any academic, athletic and cultural programmes for their personal enrichment and recreation. There is a Cooperative Society for financial aid of the support staff. They can avail the medical facilities provided by the Ramakrishna Mission.

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

The College campus is characterised by lush green surroundings, garden, water bodies etc. This is indeed like an oasis in the heart of the hustle bustle of the city.

One of the main thrusts of the college is hygiene. For this purpose there are provisions to provide purified water to the stakeholders in the college.

The college promotes alternate sources of energy to minimize the pollution level. There is a 30 KW Solar Power Unit which supplies the excess production to the main grid.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Formation of Toppers' Academy in this session, to award meritorious students has encouraged many needy students.

2. Visit of many Nationally & Internationally acclaimed Scientists like

- Prof. Ananda Mohan Chakrabarti, Illinois University, USA (on 8-12-2014);
- Dr. Mrinal K. Dewanjee, National Eye Institute, NIH, USA (on 02-01-2015),
- Dr. Federique Guillarmot, R&D Dept., Carbios, Paris & Dr. Allan Marty, University de Toulouse, France (on 25-03-2015),
- Dr. Abhijit Mukhopadhyay, Purdue Research Park, Purdue University, USA (on 09-06-2015),
- Prof. K. Venkataraman, Director, Zoological Survey of India on 11-04-2015
- Prof S.Duttagupta, Dept. of Physics, University of Hyderabad on 27-05-2015
- Prof. A. Duttagupta, Department of Animal Sciences, School of Life Sciences, University of Hyderabad has been a major boost for the academic culture of the Institution on 28-05-2015

3. The Institution has entered into collaboration with British Council Library this year. This has increased access to a huge number of literature sources including e-books and journals.

4. The Department of Botany has introduced two new special papers for PG : i) Plant Taxonomy and ii) Phycology. This has provided wider options for the PG students to opt for.

5. A six-month certificate course in *Value Education & Indian Culture* has been started from this academic year for UG students. This has opened a new dimension for the all-round development of the students.

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

Plan of Action	Action Taken
First Cycle NAAC Accreditation of the Institution	1) NAAC LOI Submitted 2) NAAC IEQA Report Submitted 3) NAAC Self Study Report (SSR) Submitted 4) NAAC Peer Team Visit 20 th -22 nd November, 2014 3) Result : NAAC GRADE A; CGPA 3.14
Filling of vacant Faculty positions	1) Applied for filling up the vacant posts 2) Twenty two Faculty positions filled up through College Service Commission
Filling of vacant Non-Teaching Staff positions	1) Applied for filling up the vacant posts 2) Seven Non-Teaching Staff positions filled up.
Organization of Seminars & Workshops	11 Seminars & Workshops were organised in one year.
Promoting participation of the students in various Co-curricular events	i) Seven students of the Department of Physics received prizes in Quiz, Creative writing, Scientific Model competition organized by Indian Association for the Cultivation of Science, Jadavpur, Kolkata. ii) Fourteen students of the Department of Zoology participated in Quiz, Photography competition in 'ZOOQUEST' jointly organized by W.B. Biodiversity Board, Zoology Department, University of Calcutta and Zoological Society, Calcutta.
Introduction of a Six-month Certificate Course in Value Education & Indian Culture	i) Publication of a Text Book from the College named ' <i>Jivan Sopan</i> ' for the course. ii) Developing a habit amongst the students to keep the College premises and educational space clean and tidy through weekly cleaning programmes under the guidance of the Teachers and Staff members.
Online Application procedure for Admissions	The entire UG and PG admissions have been made through the online process in 2014-15.
Publication on the Service Activities of the College	The College published a ' <i>Handbook of NSS</i> ' containing the key concepts of NSS and the Service Ideal as propounded by Swami Vivekananda along with a detailed account of the NSS activities in the College like the Free Cataract Operation Camp, Blood Donation Camp, Pulse Polio Camp, TB Seal Sale Camp, Campus Cleaning Programmes etc.
Collaboration with British Council Library(BCL)	1. Free Institutional Membership for students and staff-members 2. Participation in different International Seminars arranged by BCL

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

1. One of the best practices of the college includes Character-building Education to provide a holistic growth of the youth.
2. Another best practice followed in the college is a blend between Research and Curricular academics to strengthen the arena of pure sciences to complement the growth of Technology.

For details please see Annexure-iii

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

7.4 Contribution to environmental awareness / protection

1. The College campus is characterised by lush green surroundings, garden, water bodies etc. This is indeed like an oasis in the heart of the hustle bustle of the city.
2. One of the main thrusts of the college is hygiene. For this purpose there are provisions to provide purified water to the stakeholders in the college.
3. The college promotes alternate sources of energy to minimize the pollution level. There is a 30 KW Solar Power Unit which supplies the excess production to the main grid.
4. The students and the Staff members actively participated in the *Swachha Bharat Abhiyan* by engaging themselves in Campus Cleaning Programme. Along with that there was a seminar on 'Environmental Awareness' for the students.

7.5 Whether environmental audit was conducted? Yes ☒ No

The energy in form what we are using is at the cost of the increasing the carbon content of the environment which is directly causing imbalance in the environment and affecting the ecosystem. We have arranged an Energy Audit in collaboration with Indian Institute of Social Welfare and Business Management(IISWBM), Kolkata. The reputed professors of Energy Management & Environment management Department of IISWBM after their thorough investigation gives the Energy Audit report. This Report is immensely helpful for proper balance of the energy demand and use of the institution. In the long run it will lead us to the stage where maximum energy utility at minimum cost is attained.

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

SWOT Analysis:

Strength:

1. Strong academic environment with experienced teachers, proper teaching-learning infrastructure, rich collection of books and journals.
1. Excellent academic performance by the students at the University level.
2. Student success at the National Level in different competitive examinations like JAM ; JEST; PG entrance examinations for IISC Bangalore; TIFR ; HRI, Allahabad; JNU, Delhi; BHU, University of Hyderabad etc.
3. Well equipped Research Infrastructure with many Research scholars working for their Doctoral thesis.
4. Emphasis on Value based education system to promote Character building and Scientific education simultaneously.
5. The alumnus of the College comprises many distinguished scientists, professionals and officials for example Prof. Shankar Narayan Pal , Padmashree, Ex.-Director Indian Statistical Institute, Kolkata; Prof. Dipak Kar, Chairman, College Service Commission; Shri Subhashish Dutta, Chairman, DTDC, Dr. Somnath Bandyopadhyay , Associate Prof., Nalanda University etc. This galaxy radiates the potential of the Institution which draws many students and teachers to it.

Weakness:

1. The College has PG wings for only two of its Departments. In future it envisions to have similar facility for the other Departments as well.
2. Since the College is a Grant-in Aid College so the financial limitations hinder the fulfilment of many plans.

Opportunities

1. Students get care, guidance and environment for developing themselves for Higher Education and future prospects.
2. Newly joined Faculty members can venture into research just after joining owing to a pre-existing research culture in the college.
3. The INFLIBNET facilities & collaboration with the British Council Library provides an access to a huge number of ebooks and e-journals.
4. UGC Recognised Certificate Courses in Computer Applications and Mushroom Cultivation provide a rare opportunity to the students to avail a course parallel to their major subject.
5. Owing to the wide admiration for the ideals and activities of the Ramakrishna Mission many well-wishers and officials come forward to help the Institution in various capacities.

Threats:

1. Since most of the students come from rural and economically constrained backgrounds, the College does not charge a huge fee from them. However with the shooting prices of chemicals and other infrastructural maintenance expenses, it has become a challenge to meet the demands of the present day educational set up with such a meagre input.
2. With the changing times, the question of a value-based education system has become a challenge since the very necessity and practice of an integral character is becoming rarer and unemphasised in wider circumstances. In this situation the emphasis on character as the pivotal treasure of man is looked upon as an idea obsolete and unnecessary. Thus the Institution has to fight its battle single-handedly to keep up the high ideals of Sacrifice and Service as a source of real joy in life.

8. Plans of institution for next year

1. Introduction of Ph.D. programmes in the Departments of Chemistry and Botany as a part of the newly sanctioned Research Centre of the college..
2. To set up a 'Faunal Diversity Centre' in collaboration with ZSI
3. To set up a wi-fi zone in the College Building in collaboration & MoU with Reliance Power group
4. Introduction of Language Lab and other Certificate Courses
5. Introduction of Online Certificate Courses under NPTEL
6. Collaboration with American Centre for Educational & Cultural Exchange Programme.

Name : DR. PRADYOT KUMAR MEDDA

Name : SWAMI KAMALASTHANANDA

Pradyot Kumar Medda

Sw. Kamalasthananda

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Coordinator, IQAC
Ramakrishna Mission
Vivekananda Centenary College
Rahara, Kolkata-700118

Principal(Actg)
Ramakrishna Mission
Vivekananda Centenary College
P.O. Rahara, Kolkata-700118

<u>Ramakrishna Mission Vivekananda Centenary College, Rahara</u>		
<u>Tentative Academic Calendar for the Session 2014-2015</u>		
-	-	-
<i>Sl. No.</i>	<i>Events</i>	<i>Tentative Dates (2014-15)</i>
1	Issue of B.Sc. Admission Forms	4th June-11th June, 2014
2	Final exam M.Sc. 2nd Semester	5th-15th June, 2014
3	Publication of List for B.Sc. Admission Counselling	16th June, 2014
4	Counselling & Admission Dates for B.Sc.	18th-20th June, 2014
5	Declaration of result of 2nd Semester (M.Sc.)	25th June, 2014
6	Declaration of result of 4th Semester (M.Sc.)	25th June, 2014
7	Commencement of classes (M.Sc. Illrd Sem)	1st July, 2014
8	Commencement of Classes for B.Sc. Ist Year	3rd July, 2014
9	Issue of M.Sc. Admission Forms	8th-18th July, 2014
10	Commencement of Classes for B.Sc. Illrd Year	16th July, 2014
11	Admission Test for M.Sc. Admission	20th July, 2014
12	Publication of List for M.Sc. Admission Counselling	26th July, 2014
13	Issue of Application Forms for Certificate Courses	26th-30th July, 2014
14	Counselling & Admission Dates for M.Sc. Admission	31st July & 1st August, 2014
15	Commencement of Classes for B.Sc. IInd Year	1st August, 2014
16	Commencement of classes (M.Sc. 1st Sem)	7th August, 2014
17	Commencement of Classes for Certificate Courses	8th August, 2014
18	University Registration for UG students	19th-23rd August, 2014
19	Teachers' Council Meeting (Annual)	12th September, 2014
20	University Registration for PG students	18th & 19th September, 2014
21	Freshers' Welcome	25th September, 2014
22	Blood Donation Camp	26th September, 2014
23	Puja Vacation	30th Sept-7th Nov, 2014
24	Free Eye Operation Camp	20th-22nd December, 2014
25	Winter Recess	25th Dec, 2014-1st Jan, 2015
26	Final exam M.Sc. Ist Semester	5th-15th January, 2015

Ramakrishna Mission Vivekananda Centenary College, Rahara

Tentative Academic Calendar for the Session 2014-2015

-	-	-
<i>Sl. No.</i>	<i>Events</i>	<i>Tentative Dates (2014-15)</i>
27	Final exam M.Sc. 3rd Semester	5th-15th January, 2015
28	Annual Sports	8th January, 2015
29	Annual Prize Distribution	16th January, 2015
30	Saraswati Puja	24th & 25th January, 2015
31	Alumni Meet	26th January, 2015
32	Declaration of result of M.Sc. 1st Semester	27th January, 2015
33	Declaration of result of M.Sc. 3rd Semester	27th January, 2015
34	Commencement of classes (M.Sc. II nd Sem)	1st February, 2015
35	Commencement of classes (M.Sc. IV th Sem)	1st February, 2015
36	College Test (B.Sc. Part-III)	1st-7th February, 2015
37	Submission of Marks (B.Sc. Part-III Test)	11th February, 2015
38	TC. Meeting and Sent-up list (B.Sc. Part-III)	14th February, 2015
39	Sri Ramakrishna Jayanti Annual Procession	19th February, 2015
40	College Test (B.Sc. Part-II)	1st -7th March, 2015
41	Submission of Marks (B.Sc. Part-II Test)	11th March, 2015
42	TC. Meeting and Sent-up list (B.Sc. Part-II)	14th March, 2015
43	College Test (B.Sc. Part-I)	18th-23rd March, 2015
44	Submission of Marks (B.Sc. Part-I Test)	28th March, 2015
45	TC. Meeting and Sent-up list (B.Sc. Part-I)	3rd April, 2015
46	Final exam M.Sc. 4th Semester	20th-30th May, 2015

Students' Feed Back Form Analysis

1. Please give a rating of your course on the following

9	8	7	6	5	4	3	2	1
Extremely Good	Very Good	Good	Moderately Good	Moderate	Somehow Tolerable	Poor	Very Poor	Extremely Poor

Sl.No	Particulars	Rating
1	Learning value (in terms of skills, concepts, knowledge, analytical abilities, or broadening perspectives)	9 = 87%
		8 = 10%
		7 = 3%
2	Depth of the course content	9 = 85%
		8 = 14%
		7 = 1%
3	Extent of coverage of course	9 = 89%
		8 = 10 %
		7 = 1 %
4	Extent of effort required by students	9 = 82%
		8 = 12 %
		7 = 4 %
		6 = 2%
5	Overall rating	9 = 91%
		8 = 8%
		7 = 1%

2. The syllabus was

1) challenging	2) adequate	3) inadequate	4) dull	5) irrelevant
84%	16%			

3. How much of the syllabus was taught in class?

1). 90 to 100%	2). 75 to 90%	3) 50 to 75%	4) 40 to 50%	5) less than 40%
100%				

4. What is your opinion about the library holdings for the course?

1) excellent	2) adequate	3) inadequate	4) poor	5) very poor
91%	9%			

5. Were you able to get the prescribed readings?

1) very good	2) good	3) average	4) poor	5) very poor
93%	7%			

6. The internal evaluation system as it exists is

1) very good	2) good	3) average	4) poor	5) very poor
89%	10%	1%		

7. When you meet students who have taken a similar programme at other Colleges do you feel that your programme is ?

1) superior	2) equal	3) inferior
92%	8%	

8. How do you rate the student-teacher relationship in the College as a whole?

1) very good	2) good	3) satisfactory	4) unsatisfactory	5) very poor
87%	11%	2%		

9. How do you rate the student-teacher relationship in your department?

1) very good	2) good	3) satisfactory	4) unsatisfactory	5) very poor
90%	9%	1%		

10. How do you find the College's administrative offices?

1) very helpful	2) helpful	3) indifferent	4) unhelpful	5) cumbersome
89%	11%			

11. Did you participate in any of the extra curricular activities of the Department / College?

1) very often	2) often	3) sometimes	4) rarely	5) never
78%	11%	5%	5%	1%

12. What was the attitude of teachers to extra curricular activities?

1) co-operative	2) indifferent	3) discouraging
98%	2%	

13. Has your time at the College been intellectually enriching?

1) yes	2) marginally	3) no
99%	1%	

14. After leaving the College how will you talk about it?

1) proudly	2) indifferently	3) disparagingly
100%		

15. Overall Rating of the Programme (tick in the relevant cell)

Sl.No	Item	Very Good	Good	Average	Poor	Very Poor
1	Academic content	86%	14%			
2	Fairness of evaluation	95%	5%			
3	Interaction with faculty	89%	10%	1%		
4	Interaction with administration	90%	8%	2%		
5	Library facilities	92%	7%	1%		
6	Computer facilities	89%	9%	2%		
7	Extra-curricular activities	86%	11%	3%		
8	Sports facilities	87%	12%	1%		

1. Title of the Practice

‘Character-building Education’

2. Goal

Being a part of the Ramakrishna Mission, the Institution is instrumental in giving shape to Swami Vivekananda’s ideas regarding education. Swami Vivekananda says *‘What is education? Is it book-learning? No. Is it diverse knowledge? Not even that. The training by which the current and expression of will are brought under control and become fruitful is called education.’* So according to Vivekananda, a man whose will does not drag him hither and thither but rather he himself possessing full control over his will employs it along positive and beneficial channels is a truly educated man. Such an education which rests on self-control and correct self-exertion is what Vivekananda called ‘Man-making, Character-building Education’. Inspired by such a lofty ideal of education the Institution attempts to inculcate a combination of practical skills to fulfill the basic needs, moral values for a superior inter-personal relationship, spiritual wisdom for a fearless existence.

3. The Context

After the Independence of India, a gradual decline in the moral integrity of the society as a whole, a slow poisoning of the youth psyche by the glitter egocentric pleasures, a clouded wisdom of the elders unable to show the path of strength and peace is undoubtedly evident to any careful observer. Time is ripe enough to save the youth, the future citizens from a disastrous tragedy. So the Institution along with its leader, Swami Vivekananda, possesses genuine feeling for the youth and wants to empower them with a strength that is imperishable, with a hope that is unfailing and with a freedom that is unselfish. Swami Vivekananda says, *‘money does not pay, nor name; fame does not pay, nor learning. It is love that pays; it is character that cleaves its way through adamant walls of difficulties.’*

Hence, the Institution is trying to guide the youth along the lines of character- building so that tomorrow’s sunrise becomes more golden.

4. The Practice

Practices:

- First of all the very ambience of the Institution instills orderliness and calmness in one and all. As one enters the college the gigantic portraits of Swami Vivekananda as if calls upon the ‘sleeping soul’ towards a glorious way of life based on self-confidence and self-sacrifice. The main campus welcomes the visitors into the holy precincts of a Universal Temple dedicated to Shri Ramakrishna, the Prophet of Religious harmony. Thus just an unplanned entry into the campus is gifted with an elevating experience. The students having got an opportunity to study in such an environment imbibes the spirit of holiness and serenity within them.
- A number of programmes are arranged to expose the students to the ideals of Indian Culture and Spirituality with a background of Universalism as propounded by the great lives and teachings of Shri Ramakrishna, Holy Mother Shri Sarada Devi and Swami Vivekananda. Some of the important measures taken in this direction to fortify the character of the youth are given below:
 - a) Seminars on Swami Vivekananda’s ideas are arranged in the college. Eminent speakers from all walks of life starting from Professors coming from Science, Arts and Engineering fields, Vice-Chancellors, Monks of the Ramakrishna Mission and many other dignitaries enlighten the students towards right understanding and implementation of Swamiji’s bold and strong ideas. They shed light on different aspects of the great one’s life and message like Vivekananda’s

concepts on Education, Science and Technology, Service, Nation-building, Youth, Human Development and so on. Thus, inspirations run along varying channels and mould the student community according to one's unique tendencies but always in a positive direction.

b) Books on value education and personality development are often distributed among the students free of cost.

c) Swami Vivekananda has emphasized on service to country men as the chief means for character building. The Ramakrishna-Vivekananda Ideal of Service is *Service to man as service to God*. Swami Vivekananda calls upon the youth '*What is life but growth, i.e. expansion, i.e. love? Therefore all love is life, it is the only law of life; all selfishness is death, and this is true here or hereafter. It is life to do good, it is death not to do good to others. Ninety per cent of human brutes you see are dead, are ghosts — for none lives, my boys, but he who loves. Feel, my children, feel; feel for the poor, the ignorant, the downtrodden;..*'. The young students are given a taste of the bliss involved in selfless service and its efficacy in elevating oneself. During the Annual Voluntary Blood Donation Camp, the Annual Eye Operation Camp etc. the students are given a chance to serve the 'Living-God' as manifested in the form of the suffering patient hailing from dire circumstances.

d) The students are often assigned responsibilities for conducting different cultural programmes, preparing wall magazines or poster presentations or exhibitions etc. This arouses the self-confidence of the students and moulds them as leaders for future.

e) Discourses on various spiritual topics are arranged in the Universal Temple of the main campus. The birthdays of luminaries of different religions are celebrated with equal sanctity and devotion. These include the birthday celebrations of Lord Buddha, Jesus Christ, Shri Krishna, Adi Shankaracharya, Shri Ramakrishna, Shri Sarada Devi, Swami Vivekananda and many others. The students have full access to these discussions and to learn about the ennobling features in the lives and teaching of these great ones. On the other side since the Organisation emphasizes the harmony of all religions, Universal brotherhood and reverence towards Teachers of every Religion, hence the spirit of a spiritual Oneness amidst diverse courses of each religion is inculcated among the youth for a much more all-inclusive feeling to develop. This feature is very much pertinent when separatist ideas still create strife among men.

f) Every evening there is congregational prayer and vesper service in the Temple. Interested students participate in it.

g) One of the rare opportunities which the students enjoy is the close contact with the monastic members who try to help them build a strong foundation for their character-building. Often the students come up with several psycho-social complications and seek solutions from the monastic members of the College. The monks too keep a caring vigilance over the students and guide them in path of righteousness. Some of the students have received spiritual instructions from the President or Vice-Presidents of the Ramakrishna Mission and engage themselves in regular meditation.

h) The college library has books on Value Education, Personality Development and Swami Vivekananda; monthly journals on spiritual culture brought out by the Ramakrishna Mission like *Prabuddha Bharata*, *Vedanta-Kesari* etc.; e-books, CDs and DVDs on Personality Development, Education, Spiritual development etc. for giving the students easy access to the rich heritage and the legacy which they bear.

i) All the cultural programmes held in the college have a goal to invigorate the urge for becoming better, enlightened human beings.

j) Festivals like Saraswati Puja, Durga Puja, etc. held in the college and the main campus introduce the students to the rich and deep spiritual heritage of India. The students participate in a colourful procession organized to commemorate the Birth Anniversary of Shri Ramakrishna in which folk artists of rural Bengal take part. This is a novel experience to know the legacy which we bear.

Challenges before us

- The College is affiliated to the West Bengal State University and must mandatorily follow the curriculum as prescribed by the University. Hence there are no opportunities for incorporating value- education as a compulsory subject in the syllabus for a much more detailed discussion on this vital issue.
- In a fast moving age when most of the people are running to grab an opportunity for self-centred pleasure, the issue of character-building and value education seems to be out of context. Keeping apart some exceptions, most of the people abhor ideas like ‘spiritual growth’, ‘character-building’, ‘selfless service’, ‘self-control’ and the like. So many students coming from such a society fail to realize the urgent need to have a strong footing in this arena. As a result only the students who have a genuine thirst for a higher way of life, for a more meaningful path for satisfaction are more benefitted by the arrangements put forth by the college. Rest are either slow learners or remain bound by stagnation with regard to the complete manifestation of the inner wisdom.

5. Evidence of Success

The success in ‘character-building’ programme is undoubtedly a difficult parameter to gauge. Its subtle consequences take time to sprout. However, for the last 50 years, the Institution is trying to sow the seeds of holistic personality development in the fertile grounds of the young minds. Some signs of success may be mentioned in the following terms:

- The healthy interaction between the junior and the senior students without any tinge of ragging or any sort of harassment is a silent evidence for the natural sense of decorum prevalent in the college. This cordial, fearless, helping attitude among the students develops without any specific sermons or anti-ragging campaigns. This may be counted as an achievement where inter-personal relationship need not pass through the test of harassment for gaining acceptance.
- All the students of the college are Day Scholars. They come from far and near to the college every day. As a result they get a chance to mix with the society. So they are able to assess the importance of the values they receive at the college in comparison with the greater societal cross section. They can freely adopt the ideas which they feel is vital for their workaday life. The students understand the difference in the standards which life as such attain by imbibing greatness and how pathetic it becomes when bereft of such a dimension. This they realize more when they step into the wider expanse of the world in future. Occasionally they come to the college years after passing out and express their gratitude for this kind of training for their moral depth.
- The spirit of selfless service which the students imbibe in their college days often grow in dimensions in future. Many of them while pursuing their higher studies or jobs start their own NGOs for serving the society especially the poor and the afflicted. One of our student, Ritwik Bhattacharya, University topper in Mathematics is now pursuing his PhD from the reputed Indian Statistical Institute (ISI), Kolkata. He, along with some other young men have started a NGO, which provide academic assistance to many students coming from extremely constrained financial background even in some remote villages.
- Many of our students who are employed in Pharmaceutical Companies spontaneously come forward to supply medicines and eye drops for our Eye camp. Some of our students donate generously for the betterment of the college.
- Many renowned ex-students of our college when invited for a talk come and emphasise the issue of moral growth to the students which they had once learnt from the college and from the inspiring ideas of Swami Vivekananda. For example, Dr. Shankar Narayan Paul, an ex-student of our college is the recipient of the Padmashri Award for Physics. He, while addressing the students, asserted the importance of Swami Vivekananda’s ideas to the youth. This shows that academic brilliance and supreme recognition has not made the issue of character-building education meaningless to him but has become much more relevant.

- During the seminars on Swami Vivekananda's ideas, the enthusiasm, participation and interest that has seen in the students once again proved the positive and strengthening impact of these life-giving ideas among the college youth.
- Spirituality and Character building may not be just an alien practice which has nothing to do with one's worldly prosperity. Rather it rouses the maximum power and will force in man and concentrates them towards achievement of any goal which so ever he chooses. So emphasis is laid on self-reliance, self-confidence, fearlessness and practical wisdom for winning over any goal essential for one's life. Examples are plenty, where many of our students hailing from rural and economically backward homes gush forth into the brilliance of excellence in academics, job sectors and other walks of life.
- Last but not the least, the students of the college is a class apart by their politeness, their reverential attitude towards the teachers and elders, by their sincerity and honesty in academic career and by their adherence towards service.

6. Problems Encountered and Resources Required

Problems encountered:

- The society is still not yet unanimous towards the initiation of character-building education system as a vital and urgent requirement. Hence it is the institution alone that stresses the need for such a necessity along with few guardian, teachers and students in favour of such a move.
- The long- lost faith in the efficacy of having an all-square personality with a pure and unselfish character has resulted in many misconceptions regarding issues like happiness, freedom, motivations etc. These have gone to the vitals of the society and have metamorphosed it into a completely different cast. Hence, it is a herculean task to trace back the path along the steep rise to the peak. Thus the Institution must be patient enough to see men of wonderful glory and greatness to bloom out from its lap. Therefore, having lost the background for developing the character on positive lines due to blind imitation, greed for quick pleasures and the lack of true self-respect, few more generations will be needed to revert back to the eternal path of a superior manifestation.

Resources required:

The institution possesses a band of dedicated monks and teachers for invigorating the positive values in the students. Thus, man power is rich in supply.

However, if the institution wishes to hold large programmes for instilling the spirit of man-making and character-building say for example seminars, youth conventions, Retreats etc. then financial grants are required.

7. Notes

Few points which are kept in mind while working on this practice:

- a. The growth of Science and Technology and modern developments are never condemned. But rather it is complemented with the science of inner wellbeing and outer welfare of one and all.
- b. The spirit of Universalism and non-sectarianism burns bright in every attempt. The target is to create a harmonious social fabric without any discordant note of separatism.
- c. The revival of the Indian spiritual culture to go beyond the fear of misery, disease and death is the goal.
- d. As opposed to focusing solely on one's own spiritual growth, the institution practices and preaches the path of physical, intellectual and spiritual nourishment of the entire world as vivified by Swami Vivekananda in his dictum -by helping others we help ourselves.

1. Title of the Practice

'A parallel Research wing along with curricular academics'

2. Goal

The institution feels that it is necessary to pursue research along with the regular curriculum to create a deep-rooted academic ambience. The main reason behind it is the common observation that a fixed curriculum with minor changes often leads to stereotyped teaching-learning process. Whereas, research brings about creativity and exploration along newer avenues. For the faculty, research helps them to get greater grasp over the subject and opens the windows to explore the recent findings in the field of science. For the students this offers a glimpse beyond the walls of curriculum. The taste of a few drops trickling down from the research world will motivate them to pursue higher studies and research in Pure Science in future. This is vital for the nation since the students engaged in serious research work in pure science should increase and complement the growth in Technology.

3. The Context

At one point of time, the Institution felt that it possesses many faculty members with hidden research potential. Upon being encouraged several faculty members started pursuing research. Later on with the availability of grants from the Government and Non-Government agencies the laboratory infrastructure and instrumental facility enhanced. Therefore, more and more scopes for research enabled growth along this line.

Challenges:

Research demands a sophisticated infrastructure with expensive instruments and chemicals. For this the institute has to be financially equipped. But receiving research grants at the college level is not at all easy. Hence, in spite of talents, efforts and interests funds pose a threat towards the future of research in the college.

4. The Practice

Research started in the Institution about 20 years back. Some features of research activities and its consequences are given below:

- Every Department has worked on minor research projects.
- The Department of Chemistry and the Department of Botany have major research projects.
- All total 11 Research scholars are working for their Doctoral thesis in the college. Out of them 7 Research scholars are in the Department of Botany and 4 Research scholars are in the Department of Chemistry.
- Till now 4 scholars have completed their Ph. D. research work from the college.
- The thrust areas in major Research Projects are Organic Chemistry, Inorganic Chemistry, Plant Tissue Culture, Mycopathology etc.
- Most of the research projects are funded by UGC, DST etc.
- The college has a well-equipped lab infrastructure for research. A rich collection of sophisticated instruments including HPTLC, UV & IR Spectrophotometers, Fluorometer, Freeze Dryer, Geldoc, Growth Chamber, *Leica* microscopes etc. are supporting the rapid growth of research.
- The research wing has not been kept divorced from the rest of the college curriculum.
 - a) The PG students must work on some project in these research labs.
 - b) Often the Research scholars guide the UG and PG students in Laboratory classes.
 - c) The interaction between the UG and PG students with the Research Labs is highly beneficial for developing a creative knack in the subject.

d) The UGC-Certified Mushroom Cultivation Course is run in the college with the help of the Mycopathology Research lab.

- The findings in the research labs have been able to find a place in peer-reviewed journals.

Limitations:

Due to the shortage in teachers which the college is facing, the faculty members involved in Research need to bear a heavy class load along with research. This hinders much of their focus on research.

The college is bound to follow the syllabus and curriculum framed by the affiliating University at the UG level. At present the curriculum prescribes no lab-based project works as mandatory part of the syllabus. Therefore, it has not been possible to provide any research experience at the UG level.

5. Evidence of Success

The college has been successful in fulfilling its vision of carrying on Research along with curricular academics. Some outcomes of such a pursuit may be difficult to enumerate at this early stage. Yet some important consequences are:

- The college has turned out to be an important centre for research. The publications prove the quality of research.
 - Some of our faculty members have patent over their research outcomes. For e.g. In Plant Tissue Culture Lab some of the rice varieties have received recognition from NCBI and has received unique NCBI accession numbers.
 - Research scholars from other reputed Institutes come to our research labs for summer projects or for using our instrumental facility.
 - Several collaborative research schemes are active with other Research Institutes.
 - Four Research scholars have already been awarded the Doctoral Degree.
 - Retention of many faculty members with research aptitude has been possible by this well-established research facility in the college.
 - The college is self-sufficient to carry on PG project works at the college itself with the support of the Research Labs.
 - Unlike typical Research Institutes, the Research scholars get a chance to guide the UG and PG practical classes which gives them a teaching experience.
- In this way the institution is achieving the target of an interactive research wing for creative academics and enriched UG-PG courses.

6. Problems Encountered and Resources Required

- The main crisis felt in the field of research is the financial crunch. With exorbitantly expensive instruments, chemicals and reagents the smooth and unhindered research work at college level at times comes into question.

7. Notes

The long tradition of research in the college has given the institution confidence and glory. In spite of regular UG and PG courses the faculty members engage in research work to increase the perimeter of their knowledge and to bring the students into the light of the ever-expanding arena of science.