



Rishi Bankim Chandra Evening College

East Kanthal Para, P. O. : Naihati

Dist. : North 24 Parganas, PIN : 743165, West Bengal

Phone No. : 033-2581-1281, Fax No. : 033-2581-0081

E-mail : principalrbcec@rediffmail.com, Web Site : www.rbcec.org.in

(Affiliated to : WEST BENGAL STATE UNIVERSITY)



ANNUAL QUALITY ASSURANCE REPORT

Year of Report : 2010-11

Submitted to :

National Accreditation and Assessment Council

Name of the College : **RISHI BANKIM CHANDRA EVENING COLLEGE**
East Kanthalpara, P. O. - Naihati, Dist. - North 24
Parganas, PIN - 743165, West Bengal

Year of Report : 2010 - 11

Section A: Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement (attach separate sheet if required).

- a) To make a wide circulation of the institution admission's notice.
- b) To make the university curriculum interesting and effective to the learners.
- c) To encourage inter-disciplinary activities in the given set-up.
- d) To inform and encourage the faculty in respect of their development programmes.
- e) To encourage the teachers for research programmes.
- f) To draw the attention of the management for the generation of internal resources.
- g) To advise the NCC and NSS units of the college as well as the Students' Union for undertaking programmes of community services.
- h) To advise the management to improve library services.
- i) To request the faculty to collect feedback from the students regarding curriculum and teaching-learning method.
- j) To encourage the use of computer for academic and official purposes.
- k) To request the management to increase the infrastructural facilities.

Section B : Details in respect of the following (attach separate sheet)

1. Activities reflecting the goals and objectives of the college :

The college made wide publicity of its admission notice by displaying festoons and posters. Students coming from North 24 Parganas and adjoining districts were helped through counselling to choose the right course for them. The teaching and non-teaching staff of the college played an active part in it. Female students were particularly encouraged to continue their study,

because women's education is a crying need in our country. Teachers took initiative to make lessons attractive to the learners.

2. New academic programmes initiated (UG and PG) :

No new academic programme was initiated this year.

3. Innovations in curricular design and transaction :

The teachers of this college took care that the curriculum as designed by the affiliating university was implemented properly. They ascertained that all the students were familiar with the university syllabus. They adopted the lecture method as well as evaluated the students' progress through class tests and oral tests etc.

4. Inter-disciplinary programmes started :

The teachers of English Department took some classes in the Bengali Department to cover relevant parts of the syllabus. The teachers of Economics Department took classes in courses conducted by the Commerce Department, both General and Honours. As per WBSU syllabus, Environment Science is a compulsory subject for all the courses in Part-I of Arts, Commerce and Science streams. Thus the teachers of the Geography Department met the students of all the streams while dealing with Environment Science.

5. Examination reforms implemented :

The college being an affiliated institute under WBSU cannot itself initiate reforms of Examination that is conducted by the university. As for internal evaluation, the college arranged for oral tests, class tests and special tests as per the requirement of the students.

6. Candidates qualified : NET/SLET/GATE etc. :

Since there is no P. G. course at present in the college, reports regarding this are not available in the departments.

7. Initiative towards faculty development programme :

The following teachers participated in Refresher Course and Orientation programme :

- i) Sri D. K. Karak - R. C.
- ii) Smt. Aparajita Dhara - R. C.

Smt. Aparajita registered herself for Ph. D. programme during the year.

8. Total number of seminars/workshops conducted :

No seminar or workshop was conducted this year.

9. Research projects a) Ongoing; b) Completed :

a) The following teachers were carrying on their Ph. D. programme under different Universities :

- i) Sri Sanjay Jaiswal (Dept. of Hindi)
- ii) Sri Parashar Banerjee (Dept. of Commerce)
- iii) Sri Santosh Kr. Tunga (Librarian)
- iv) Sri Suvarun Goswami (Dept. Of Commerce)
- v) Smt. Aparajita Dhara (Dept. Of Economics)

b) The following teachers completed their Ph. D. programme this year :

- i) Smt. Arpita Dutta (Dept. of Chemistry)
- ii) Smt. Biva Kumari (Dept. of Hindi)

- The college as such cannot conduct any research programme for students in the present condition.

10. Patents generated, if any :

No patent was generated by any of the faculties during the year.

11. New collaborative research programmes :

No new collaborative research programme was undertaken this year.

12. Research grants received from various agencies :

No research grant was received this year.

13. Details of research scholars :

Ours being an under-graduate college, research programmes for students are not conducted at present.

14. Citation index of faculty members and impact factor :

Data regarding this is not available at present.

15. Honors/Awards to the faculty : National and International :

No such award or honours was reported this year.

16. Internal resources generated :

This institution could generate internal resources by collecting fees from students, from bank interest and from self-financing courses.

17. Details of departments getting assistance/recognition under SAP, COSIST (ASSIST)/DST, FIST, and other programmes :

No such assistance or recognition was received this year.

18. Community services :

The NCC cadets of the college unit took part in social service activities like cleaning the locality, blood donation etc. The NSS unit, too, participated in the cleaning operation and plantation programmes. The Students Union organized cultural programmes in which the local people participated. Thus the college played a significant role in the community life.

19. Teachers and officers newly recruited :

13 (thirteen) Part-time teachers received Govt. approval in the year.

20. Teaching – Non teaching staff ratio :

Teachers – 47

Non-teaching – 26

Ratio – 1 . 8

21. Improvements in the library services :

- Inputted one thousand five hundred books into local library software.
- Installed CCTV for library security.
- Installed LAN connection with library database server for OPAC service.
- Completed Accession Numbering System, Classification followed by 22nd edition of DDC cataloguing followed by AACR2R of all purchased books and journals during the session.

22. New books/journals subscribed and their value :

Number of Purchased books – 1219 Nos.

Value Rs. 2,21,864/-

No. of Printed Journals subscribed – 6

Value Rs. 7,115/-

No. of Printed Magazines subscribed – 6

Value Rs. 3,856/-

23. Course in which student assessment of teachers is introduced and the action taken on student feedback :

No such course has been introduced by WBSU.

24. Feedback from stakeholders :

Teachers collected oral feed back from students.

25. Unit cost of education :

The unit cost of education is :

Rs. 5,030/- (including the salary component)

Rs. 1,854/- (excluding salary component)

26. Computerization of administration and the process of admission and examination result, issue of certificates :

The administrative works of the college are done mainly with the aid of computers. Admission notices were published through computer printing. The examination results, as published by the university were electronically designed and printed. The degree certificates are also electronically finished and designed.

27. Increase in the infrastructural facilities :

In order to facilitate effective teaching and learning, the college authority was mindful to increase the learning space for students. Hence an amount of Rs. 63,49,856/- was spent during the year for building construction. For the computer centre, new accessories were purchased. New books and journals were purchased for the library so that students and teachers might use there.

28. Technology up gradation :

For technological up gradation, equipments of value Rs. 2,83,254 were bought.

Teachers used Laptops in classes to demonstrate different study matters to students.

Internet connection was available for students and teachers in the library and Evnet (college computer centre).

29. Computer and internet access and training to teachers, non-teaching staff and students :

For ICT-related subjects students have access to computer in Evnet. Teachers may use departmental laptops, computers at Evnet and library and the network connection available in the college.

No institutional training programme in computer for staff was conducted last year.

30. Financial aid to students :

Scholarship and stipend (sponsored by Labour Welfare Organization) to the tune of Rs. 39,000/- were disbursed among the students this year following Govt. rules. The Minority Development authority, too, sanctioned stipend to the deserving students. In addition to this, needy and meritorious students were granted financial aid from Student Welfare Fund and Student Aid Fund.

31. Activities and support from the Alumni Association :

The Alumni Association held its meeting on 01/04/2010 and its suggestions regarding the following matters :

- a) Constructions of more space for Teaching learning, library and laboratory.
- b) Keeping the campus healthy and clean.

32. Activities and support from the Parent-Teacher Association :

There was no formal parent-teacher association. However, the teachers and the Principal gathered feed back from them when they met them on various issues.

33. Health services :

The college has a health unit which provided first-aid treatment to students and staff during the year.

34. Performance in sports activities :

The college encouraged sports activities among the students. The Students' Union organized Annual sports for the students in the playground of the college. Students participated in in-door games in the college common-rooms throughout the year.

35. Incentives to outstanding sportspersons :

Promising sportspersons were encouraged to do better in future. Prizes were given to candidates securing 1st, 2nd and 3rd positions in different events.

36. Student achievements and awards :

Year : 2011

| Course | No. of 1 st class | Pass percentage |
|-------------------|------------------------------|-----------------|
| B. Com. - Honours | 13 | 98% |
| B. Com. - General | | 52% |
| B. A. - Honours | | 91% |
| B. A. - General | | 71% |
| B. Sc. - Honours | 2 | 94% |
| B. Sc. - General | | 78% |

Students obtaining higher marks in the college in different subjects and streams were awarded prizes in the annual function organized by the Students' Union.

37. Activities of the Guidance and Counseling unit :

The faculties provided counselling to the students at the time of admission in respect of the selection of courses and subjects. They also guided the outgoing students regarding their career and higher studies in future.

38. Placement services provided to students :

In absence of a formal placement cell, teachers provided informal guidance to the students regarding their job opportunities.

39. Development programmes for non-teaching staff :

The management held meetings with the non-teaching staff to provide orientation for better and efficient service.

40. Good practices of the institution :

- a) The college provided financial help to the needy students.
- b) The college made an optimum use of the space available.

41. Linkages developed with National / International, academic/research bodies :

R. B. C. Evening College, being an U. G. college, does not conduct Ph. D. course or any research programme. However this institution is under 2(f) and 12(b) of University Grant Commission and receives grant from it for academic development.

42. Action Taken Report on the AQAR of the previous year :

No AQAR was submitted for last year.

43. Any other relevant information the institution wishes to add :

- a) The NCC unit attended training campus outside the college.
- b) The Students' Union organized cultural programmes in which the local people, too, participated.

Section C : Outcomes achieved by the end of the year (attach separate sheet if required).

- a) A good number of students were admitted in different courses in the college.
- b) Inter-disciplinary activities benefited the students.
- c) Teachers were benefited through their participation in Refresher courses.
- d) The successful completion of Ph. D programmes of some faculties encouraged and inspired others.

- e) Community services on the part of the college took a positive turn through the involvement of the NCC unit, NSS unit and the Students' Union in different schemes.
- f) The security system of the library improved due to the installation of CCTV. LAN connection and inputting books into local library software resulted in better services.
- g) The building space of the college increased as a result of new constructions. Addition of new books to the library helped the faculty and the students.
- h) The stakeholders were benefited due to provision of Govt. stipend and financial aid from Student Aid Fund and Student Welfare Fund.
- i) The generation of internal resources helped in a big way to appoint guest faculty and casual staff, to conduct the college exams and to meet the maintenance charge.

Section D: Plans of the college for the next year

- a) Taking initiative to introduce P. G. course in Commerce.
- b) Making suggestion to the departments to conduct group discussion apart from regular evaluation.
- c) Encouraging inter-disciplinary programmes.
- d) Advising the faculty to participate in development programmes.
- e) Undertaking research project by the faculty.
- f) Securing research grants from various agencies.
- g) Appointing staff in vacant posts.
- h) Improving the library service.
- i) Collecting feedback from students.
- j) Increasing infrastructural facility.
- k) Encouraging the sports activities of students.
- l) Guiding the students regarding their career and studies.



Dr. Satibrata Mitra
Name & Signature of the
Director/Coordinator, IQAC



Dr. Debasish Bhowmick
Name & Signature of the
Chairperson, IQAC