The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

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

2015-2016

1. Details of the Institution

1.1 Name of the Institution

RAMAKRISHNA MISSION RESIDENTIAL COLLEGE (AUTONOMOUS), NARENDRAPUR

1.2 Address Line 1

P.O. NARENDRAPUR, WEST BENGAL, PIN-700103

City/Town

KOLKATA

State

WEST BENGAL

Pin Code

700103

Institution e-mail address

rkmcnpur@vsnl.com

Contact Nos.

(033) 24772205

Name of the Head of the Institution:

SWAMI BHUDEVANANDA

Tel. No. with STD Code:

(033) 24772205

Mobile:

> 09432592456

Name of the IQAC Co-ordinator:

> Dr. Pulak Gangopadhyay

Mobile:

> 9331814965

IQAC e-mail address:

> iqacrkmrc@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

> **EC/60/RAR/02**

1.4 Website address:

> www.rkmcnarendrapur.org

Web-link of the AQAR:

> http://www.rkmcnarendrapuriqac.in

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

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	**A**	-	**2003**	**5 Years**
2	2nd Cycle	**A**	**3.56**	**2012**	**5 Years**
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

1.6 Date of Establishment of IQAC : DD/MM/YYYY

> 11.02.2005

1.7 AQAR for the year:

> **2015-2016**

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

i. AQAR 2007-2008 submitted to NAAC on 17-06-2011
ii. AQAR 2008-2009 submitted to NAAC on 17-06-2011
iii. AQAR 2009-2010 submitted to NAAC on 17-06-2011
iv. AQAR 2010-2011 submitted to NAAC on 19-01-2012
v. AQAR 2011-2012 submitted to NAAC on 27.09.2012
vi. AQAR 2012-2013 submitted to NAAC on 01.07.2014
vii. AQAR 2013-2014 submitted to NAAC on 12.02.2015
viii. AQAR 2014-2015 submitted to NAAC on 16.05.2016
ix. AQAR 2015-2016 submitted to NAAC on 22.12.2017

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)*   Calcutta University

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

SIRO (Scientific & Industrial Research Organisation), DST, Govt. of India

Autonomy by State/Central Govt. / University | University & State |

University with Potential for Excellence   [   ]   UGC-CPE   [√]

DST Star Scheme   [   ]   UGC-CE   [   ]

UGC-Special Assistance Programme   [   ]   DST-FIST   [√]

UGC-Innovative PG programmes   [   ]   Any other (*Specify*)   [SIRO]

UGC-COP Programmes   [   ]

2. IQAC Composition and Activities

2.1 No. of Teachers | 4+1=5 |

2.2 No. of Administrative/Technical staff | 0 |

2.3 No. of students | 0 |

2.4 No. of Management representatives | 01 |

2.5 No. of Alumni | 01 |

2. 6 No. of any other stakeholder and

   community representatives | 0 |

2.7 No. of Employers/ Industrialists | 0 |

2.8 No. of other External Experts | 06 |

2.9 Total No. of members | 13 |

2.10 No. of IQAC meetings held | 01 |

2.11 No. of meetings with various stakeholders: No. | 0 | 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 : NIL

Total Nos. | - | International | - | National | - | State | - | Institution Level | - |

(ii) Themes | N.A. |

2.14 Significant Activities and contributions made by IQAC

> IQAC always acts as an advisor in maintaining the present academic standard of the institution, in the on-going developmental work and in taking up new projects.

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
Introduction of Sanskrit UG course	Board of Studies Meeting was held to ensure smooth introduction of BA (Honours) course in Sanskrit from July 2016
Some additional practice paper set for examination like JAM/NET would be provided to the departments for their preparation for such examinations.	A mock test for JAM examination in the college was held.
Submission of 2014-2015 AQAR	Submitted
Inclusion of NAAC Accreditation in the college letterhead.	NAAC Accreditation has been Included

 * The Academic Calendar of the year (July 2015 - June 2016) is attached as Annexure I.

2.16 Whether the AQAR was placed in statutory body   Yes [√]   No [ ]

Management [√]   Syndicate [ ]   Any other body | Academic Council |

Provide the details of the action taken

> The report was duly ratified in Governing Body of the college. All concerned persons have been accordingly requested to take necessary action.

Part – B

Criterion – I

1. 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
PhD	3	-	-	-
PG	3	-	-	-
UG	8	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	1	-	-	-
Others	-	-	-	-
Total	15	-	-	-

Interdisciplinary	-	-	-	-
Innovative	-		-	-

1.2 (i) Flexibility of the Curriculum: Core and Elective option
    (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	11
Trimester	-
Annual	-

1.3 Feedback from stakeholders*   Alumni ☐   Parents ☐   Employers ☐   Students √
    (On all aspects)

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

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

YES

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

Yes. Department of Sanskrit has been introduced.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
40	23	15	-	02

2.2 No. of permanent faculty with Ph.D.   17

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
1	14	-	-	-	-	-	-	1	14

2.4 No. of Guest and Visiting faculty and Temporary faculty   69   09   07

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	07	13	04
Presented papers	04	14	03
Resource Persons	01	02	05

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

Innovative Processes
1) Power Point and Multimedia
2) Syllabus Oriented Film Show
3) Open Air Teaching
4) Student paper presentation(UG level)
5) Organization of student seminar
6) Educational excursion

2.7 Total No. of actual teaching days

during this academic year

221

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

Examination/Evolution Reforms initiated by the institution
Continuous Assessment
Class Test with Objective type Questions
Written Test and Seminer Presentation

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

36	07	07

2.10 Average percentage of attendance of students

94%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG	153	52	121	31	-	1
PG	54	13	39	13	-	2
-	-	-	-	-	-	-

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

Maintenance of the standard of teaching and learning processes of the college is regularly monitored by IQAC. IQAC collects regular feedback from the students and takes action on the basis of that. IQAC also takes teachers' feedback and tries to overcome the challenges faced by them in the process of teaching, learning and evaluation. IQAC, as an auxiliary body, remains always alert in keeping the standard of the institution high.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	-
UGC – Faculty Improvement Programme	04
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	01
Others	-

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	6	-	-	-
Technical Staff	38	5	-	-

Criterion – III

3. Research, Consultancy and Extension

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

Dept. of Statistics : FDP (Ref: UGC FTFWC-038-01/14-15(ERO)

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	06	-	-
Outlay in Rs. Lakhs	-	13633800/-	14229200/-	-

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	01	-	-
Outlay in Rs. Lakhs	172000/-	122000/-	102000/-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	21	02	01
Non-Peer Review Journals	-	04	02
e-Journals	05	-	-
Conference proceedings	03	02	01

3.5 Details on Impact factor of publications:

Range [1.9 - 4.8]   Average [2.685]   h-index [-]   Nos. in SCOPUS [-]

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	2015-2016(Chem.), 05.05.2014 (3 Yrs.), 01.06.2016 (3Yrs.), 2015-2017 (2 Yrs.), 2016-2018 (3Yrs.) Phys	UGC, SERB, CSIR, DST(SERB)	14229200	11810960
Minor Projects	-	UGC	294000	102000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published   i) With ISBN No.   [05]   Chapters in Edited Books   [03]

ii) Without ISBN No.   [04]

3.8 No. of University Departments receiving funds from: **NA**

UGC-SAP [ ]   CAS [ ]   DST-FIST [ ]

DPE [ ]   DBT Scheme/funds [ ]

3.9 For colleges   Autonomy [√]   CPE [√]   DBT Star Scheme [ ]

INSPIRE [√]   CE [ ]   Any Other (specify) [DST]

3.10 Revenue generated through consultancy | Nil |

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	01(Sans)	01 (Eng.)	-	01(Eco.) 03(Eng.) 04(Hist.)
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons | 12 |

3.13 No. of collaborations   International | - | National | 01 | Any other | |

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

3.15 Total budget for research for current year in lakhs:

From Funding agency | 2399326 | From Management of University/College | 150000 |

Total | 2549326 |

Type of Patent :

Type of Patent		Number
National	Applied	None
	Granted	None

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	None
	Granted	None
International	Applied	None
	Granted	None
Commercialised	Applied	None
	Granted	None

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
04	-	01(Chem.) 01(Sanskrit)	01(Eng.)	01(Stat.)	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them | 02 |
| 02 |

3.19 No. of Ph.D. awarded by faculty from the Institution | 03 |

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

JRF | 05 | SRF | 04 | Project Fellows | 03 | Any other | - |

3.21 No. of students Participated in NSS events:

University level | 200 | State level | - |

National level | - | International level | - |

3.22 No. of students participated in NCC events:

University level | 10 | State level | 24 |

National level | 01 | International level | - |

(I) No. of cadets passed the 'B' certificate exam, 2016: | 13 |

(II) No. of students passed the 'C' certificate exam, 2016: | 16 |

3.23 No. of Awards won in NSS:

University level | - | State level | 02 |

National level | - | International level | - |

3.24 No. of Awards won in NCC:

University level | - | State level | 08 |

National level | - | International level | - |

3.25 No. of Extension activities organized

University forum | - | College forum | - |

NCC | - | NSS | 05 | Any other | - |

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

> We have adopted a village-Aarapanch, Sonarpur, 24 pgs (South), and a village at Shaalpukur Nepalganj. Our NSS volunteers during the special camp- 2015-2016, worked there for improving their consciousness or awareness regarding health, education and other essential issues during natural calamities. Organized blood donation camp in January 2016, where more than 160 blood gave blood. There is a record in the West Bengal for single college on a single day arranged to get so many blood donors.

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	607029 sq.ft	-	-	607029 sq.ft
Class rooms	32	-	-	32
Laboratories	16	-	-	16
Seminar Halls	3	-	-	3
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	5	3	-	8
Value of the equipment purchased during the year (Rs. in Lakhs)	-	387.65 lakh	A part from OTACA & other sources	-
Others	-	259 lakh	OTACA, WB-DST	-

4.2 Computerization of administration and library

> Administration – fully computerised
>
> Library – Digitization completed

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	73005	2834403/-	377	8300.75/-	73382	2842703.75/-
Reference Books	-	-	-	-	-	-
e-Books	135	809	3135674	-	3135809+*	-

Journals	1921	116232	53	38386	1974	154618+
e-Journals	6247	-	10	-	6237+*	-
Digital Database	-	-	-	-		-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

*INFLIBNET

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	145	41**	138	22	01***	19	19	07
Added	50*	50	-	-	-	-	-	08
Total	195	91	138	22	-	19	19	15

*Computer – PC – 3; N-Computing – 45; NUC-2 = 50

**50 Computers have become obsolete and therefore discarded

***Shifted to library

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

E-Billing System for SALARY

4.6 Amount spent on maintenance in lakhs :

i) ICT   0.51 Lakh

ii) Campus Infrastructure and facilities   27.07 Lakh

iii) Equipments   13.77 Lakh

iv) Others   1.48 Lakh

Total: 42.83 Lakh

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> The existing student support services available in the college as well as in the hostels, are periodically reviewed by IQAC. IQAC also considers the up-gradations of those support services and also proposes, to the management, further addition of new support services.

5.2 Efforts made by the institution for tracking the progression

> After receiving the IQAC recommendations, the Principal places the proposals in Academic Council, Finance Committee and finally in the Governing Body to consider the feasibility of the projects and implement them. The new guest house, namely Nivedita Bhavan was inaugurated in February 2016 and fully functional since then.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
508	107	17	-

(b) No. of students outside the state

03

(c) No. of international students

-

Men

No	%
100	100

Women

No	%
0	0

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
465	86	03	56	07	610	471	81	03	60	08	615

Demand ratio   3:1   Dropout % 0

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

> Special Tutorial Classes for SET/NET, Railway Postal Services, Career Guidance and Coaching for various jobs particularly for backward classes are regularly arranged.

No. of students beneficiaries   100

5.5 No. of students qualified in these examinations

NET `03`   SET/SLET `01`   GATE `09`   CAT `-`

IAS/IPS etc `-`   State PSC `03`   UPSC `-`   Others `43`

5.6 Details of student counselling and career guidance

We counsel student in various psychological hindrance including language problems and public speaking. We also guide them in their preparation for entrance test conducted in eminent PG courses.
M.A/M.Sc Admission test counseling, NET-SLET counseling, Research paper writing counseling, psychological counseling.
Career guidance sessions are organized every year in the VI semester for out-going 3rd year student.

No. of students benefitted   `48`

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	-

5.8 Details of gender sensitization programmes   `NIL`

5.9 Students Activities

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

State/ University level `23`   National level `01`   International level `0`

No. of students participated in cultural events

State/ University level `34`   National level `01`   International level `0`

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

Sports : State/ University level `05`   National level `01`   International level `0`

Cultural: State/ University level `0`   National level `0`   International level `0`

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	200	3633526
Financial support from government	187	7650400
Financial support from other sources	01	9600
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level | 01 | National level | - | International level | - |

Exhibition: State/ University level | - | National level | - | International level | - |

5.12   No. of social initiatives undertaken by the students | 05 |

5.13 Major grievances of students (if any) redressed: <u>No such major grievances.</u>

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> The vision of the institution is not only to provide career building education but also to impart man-making and character building education to the Indian Youth following the ideals of Swami Vivekananda. Its mission is to engage itself in a sustained manner in educating the young men in its charge according to the best traditions of the country while instructing them in modern arts and sciences.

6.2 Does the Institution has a management Information System

> Yes. The college has a well-managed website (www.rkmcnarendrapur.org) which is regularly updated. All details regarding the management are readily available here. Offices of the Controller of Examinations, the Accounts Section and the College Library have all been digitized.

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

   6.3.1   Curriculum Development

> The Board of Studies of each department meets at regular intervals to consider this.

6.3.2 Teaching and Learning

Regular class tests, special tutorial classes for weak and backward students, seminars, special lectures by renowned Professors from outside are arranged. Our students are also encouraged to participate in different programmes (eg. Quiz Contests) organized by outside institutions/other bodies.

6.3.3 Examination and Evaluation

As it is understood that the one of the most important components of an autonomous college is its examination department, we also have, in our college, a very active and sensible Exam Cell. CCTV has been installed in the examination halls to ensure fair examinations. The students of the final semesters both in UG and PG classes are consulted before fixing the final semesters' examination schedules to avoid overlapping of the college exam days with the different competitive examinations where our students are supposed to appear. Exam Calendar is strictly adhered to in order to publish results on time.

6.3.4 Research and Development

The Research Committee has been constantly encouraging its teachers to undertake Major and Minor Research Projects. Those who are already engaged in such projects are provided with all supports. We further hope to provide them more space and better facilities after the completion of new Annex building.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Digitization process in the Library has been completed. Construction of New Annexe Building is under progress. A new hostel building has been constructed.

6.3.6 Human Resource Management

Our teachers are constantly encouraged to participate in extension / collaborative activities with other Universities and Institutions in various capacities. Reputed professors from outside are invited to deliver talks. Some retired Professors with good teaching backgrounds are also serving this college at our invitations as college funded chair professors.

6.3.7 Faculty and Staff recruitment

West Bengal College Service Commission and Government of West Bengal are constantly pursued to take steps to fill vacancies. As we have to depend on Government agencies for recruitment, we employ Part-time / Guest Lecturers in order to make-up for the deficiencies in human resources arising due to the delay in filling the vacancies in teaching posts.

6.3.8 Industry Interaction / Collaboration

Though we do not have any direct interface with industries, each Department has one representative from the industrial sector in its Board of Studies. He/she is supposed to keep the Department updated about the recent changes happening in the industrial scenario regarding job requirements, skill set formation and other related affairs.

6.3.9 Admission of Students

The entire admission procedure is now conducted online.

6.4 Welfare chemes

Teaching	Credit Cooperative Society
Non teaching	Credit Cooperative Society
Students	Scholarship

6.5 Total corpus fund generated   Nil

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	No	-	No	-
Administrative	No	-	No	-

6.8 Does the University/ Autonomous College declare 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?

No special measure has been taken recently. The coveted Credit Based Choice System (CBCS) is under consideration.

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

Not Applicable.

6.11 Activities and support from the Alumni Association

Mahavidyalaya Praktani, the ex-students' organisation and Bangalore Chapter of this association of the college is active. It is committed to extend financial help to the needy people as far they can accommodate. For example, they provided educational aids to some needy students of four schools. They also provided a scholarship to a student of our college. They also organized the biannual Reunion on 25th December, 2015.

6.12 Activities and support from the Parent – Teacher Association

There is no such formal association. But the departments and the hostel authorities maintain close contacts with the parents to apprise them of their wards' progress as well as the progress of the college. A parent teacher meeting was held in October 3, 2015.

6.13 Development programmes for support staff

None

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

Greenery is religiously maintained in our College campus for the purpose of beautification and maintenance of the serene atmosphere of the surroundings. New saplings are added in the free space available. The NSS volunteers have taken special initiative in this regard.

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.

- Students' Feedback taken.
- Library completely digitized.
- Number of CCTV has been installed in the Exam Hall.
- Chemistry Research Units have been equipped further, with the installation of the Single Crystal Diffractometer.

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

- All actions were taken to introduce BA (Honours) course in Sanskrit from July 2016.

- Arrangements were made to take preparatory examinations (mock test) for the JAM aspirants.

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

- • Courses on Value Education both at UG and PG levels.

- • Continuation of the Semester System at both UG & PG levels with results of Examinations published consistently within 30 days.

7.4 Contribution to environmental awareness / protection

- • Environmental Science is a compulsory course component at the UG level.
- • Nature Lovers' Association formed in the hostel where students take active part in protecting the Eco-balance of the Ashrama as a whole.

7.5 Whether environmental audit was conducted? Yes No

	√

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

Strength:
- • Providing education to under-privileged class of the society.
- • Providing infrastructure for high quality research in the Science Departments. Our college has been declared as a SIRO by DST, Govt. Of India.

Weakness:
- • Limited no. of seats due to completely residential status.

Opportunities:
- • Scholarships to the poor but meritorious students.
- • Supply of text books to all students free of cost.
- • Free internet facilities are available to all the students.

Challenges:
- • No financial autonomy.
- • Shortage of staff – both teaching and non-teaching.

8. **Plans of institution for next year**

- • Completion of the construction of a new college building.

(Dr.Rathindranath Ghosh)　　　　　　　*(Swami Bhudevananda)*

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Signature of the Coordinator, IQAC　　　　*Signature of the Chairperson, IQAC*

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Abbreviations

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
DST	-	Department of Science and Technology
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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Annexure I

Ramakrishna Mission Residential College (Autonomous)
Narendrapur, Kolkata-700 103
Academic Calendar & Diary
(for the session 2015-2016)
(Summary)

July 2015
01	Wednesday	Classes Resume
13	Monday	Classes begin for B.A./B.Sc. 1st semester
18	Saturday	Ratha Yatra and Id-Ul-Fitre

August 2015
12	Wednesday	Swami Ramakrishnananda Jayanti
15	Saturday	Independence day
23	Sunday	Vidyarthivrata

September 2015
05	Saturday	Janmastami
12	Saturday	Study Leave
14	Monday	Mid Semester Examination
15	Tuesday	Mid Semester Examination
25	Friday	Id-Ud-Zoha
26	Saturday	Classes suspended
28	Monday	Classes suspended

October 2015
02	Friday	Gandhi Jayanti
03	Saturday	Guardians' Meet
12	Monday	Mahalaya
16	Friday	Semester Examination (VELD & ENVS)
17	Saturday	T.C. Meeting
19	Monday	Puja Holidays begin
24	Saturday	Muharram

November 2015
10	Tuesday	Kali Puja
16	Monday	Classes Resume
23	Monday	Study Leave
25	Wednesday	Guru Nanak Jayanti

December 2015
07	Monday	Semester Examination
24	Thursday	Fateha Doaz Daham
25	Friday	X-Mas Day
26	Saturday	Winter Recess
28	Monday	Winter Recess
29	Tuesday	Winter Recess
30	Wednesday	Winter Recess
31	Thursday	Winter Recess

January 2016
01	Friday	Sri Maa Sarada Jayanti & English New Year's Day
02	Saturday	Winter Recess
04	Monday	Classes begin for UG Sem. II, IV, VI and PG Sem. IV
06	Wednesday	1st Semester Exam. for PG
23	Saturday	Netaji Jayanti
24	Sunday	CU Foundation Day
26	Tuesday	Republic Day
31	Sunday	Swamiji Jayanti

February 2016
10	Wednesday	Swami Brahmananda Jayanti
12	Friday	Saraswati Puja
13	Saturday	Saraswati Puja (Niranjan)
22	Monday	Swami Adbhutananda Jayanti

March 2016
08	Tuesday	Shivaratri Paran Day
09	Wednesday	Study Leave
10	Tuesday	Sri Ramakrishna Jayanti
11	Friday	Mid Semester Examination
12	Saturday	Mid Semester Examination
23	Wednesday	Dol Yatra
24	Thursday	Classes suspended
25	Friday	Good Friday
26	Saturday	Classes suspended

April 2016
13	Wednesday	Chaitra Samkranti
14	Thursday	Bengali New Year's Day

May 2016
01	Sunday	May Day & Ramakrishna Mission Foundation Day
02	Monday	Study Leave
09	Monday	Rabindra Jayanti & Ashrama Foundation Day
16	Monday	Semester Examination
21	Saturday	Buddha Purnima

June 2016
01	Wednesday	Summer Recess begins