AQAR 2014-15

The Annual Quality Assurance Report (AQAR) of the IQAC

Name of the College: Ramakrishna Mission Brahmananda College of Education

Name of the Affiliating University: West Bengal University of Teachers' Training Education Planning and Administration (WBUTTEPA) and previously affiliated to University of Calcutta, West Bengal.

Address: Rahara, North 24 Paraganas, West Bengal, Pin-700118.

Year of Report: 2014-2015

Part A:

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

Plan of action:

- To prepare for the NAAC Peer Team visited in this institution.
- To conduct workshop/seminar/symposium by the college
- To impart coaching for students from minorities, SC/ST and OBC (non-creamy layer) candidates for entry in services, remedial coaching etc.
- To encourage and motivate the faculties so that they undertake various research works.
- To encourage faculties to attend seminars, workshops, Refresher and Orientation courses without affecting the teaching-learning process of the College.

Outcome: All the points were executed according to the plan.

Part – B:

Details in respect of the following:

1. **Activities reflecting the goals and objectives of the Institution:**

The college has vision to prepare teachers who should integrate traditional knowledge with modern scientific outlook in education to excel in their professional life. In this way the college hopes to make worthy citizens of India. The college is trying to impart quality education to prepare teachers for ages to come. Innovative practices have been introduced in infrastructural facilities as well in the domain of Curriculum, Evaluation System and Teaching-Learning in keeping with the norms and standards fixed by the UGC, NCTE and the affiliating university to which the institution is affiliated. In the activities related to management, student –teacher relationship and service to the community along with the participation reflect the goals and objectives of the college.

2. **New academic program initiated:**

   NIL

3. **Innovations in curricular design and transaction:**

   Being an affiliated college to the West Bengal University of Teachers' Training Education Planning and Administration (WBUTTEPA), the curriculum is designed by the university. If needed, Board of Studies of the university consults with some of our faculty members.

4. **Inter-disciplinary programmes started:**
   NIL

5. **Examination reforms implemented:**

   - Regular Class Tests of the students are arranged.
   - Test Examination for each semester is arranged.
   - Semester system has been introduced.
   - More weightage is given now to internal assessment.

6. **Candidates qualified: NET/SLET/GATE etc.:**
   NET: 04
   SLET/SET: 03

7. **Initiative towards faculty development programme:**
   - The institution supports and encourages the members of the faculty to participate in various workshops, seminars and symposiums across the country.
   - Sometimes the institution sponsors such participation by the teachers.

8. **Total number of seminars/workshops conducted:**
   Seminar – 02

9. **Research projects a) Ongoing; b) Completed:**
   Completed:0
   Ongoing:03

10. **Patents generated, if any:**

    NIL

11. **New collaborative research programmes:**
    NIL

12. **Research grants received from various agencies:**
    Total amount of grant: Rs. 60,500/- + Rs. 73,500/- + Rs. 78,750/- = Rs. 2,12,750/- from the UGC

13. Details of research scholars:
   NIL

14. Citation index of faculty members and impact factor:

   NIL

15. Honours/Awards to the faculty: National and International:
   NIL

16. Internal resources generated:
   NIL

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

18. Community services:

The college has initiated to implement the Community Outreach Programme as a compulsory component. The community outreach activities of the trainee teachers include rendering service to different target groups like marginalized poor sections of the society and local community. Documentation in the form of file report is to be shown at the time of examination.

19. Teachers and officers newly recruited:
   Teachers: 01
   Office Staff: 01

20. Teaching – Non-teaching staff ratio:- 01:01
   Teaching staff:06
   Non-Teaching Staff: 06

21. Improvements in the library services:
Library provides a congenial atmosphere for reading and research work. Our library subscribes to various journals and magazines in print as well as electronic format. The library has a good collection of books, print journals, periodicals, magazines and newspapers. The college also subscribes to electronic resources through UGC INFLIBNET NLIST Programme where users can access to more than 6000+ journals and 31,35,000+ e-books. The library has a good collection of non-book materials too. Research Journal section provides an appropriate environment for literature survey and research review.
Access to library software KOHA facilitates the search service of entire library collection with various search fields like author, title, publisher, subject headings, etc. Library work is obligatory for the students. In the library both lending and reference facilities are available. There are some library rules to follow strictly. However well-trained and helpful library staff help in efficient working of the library. Reprographic facility is available to students and staff at the library.

22. **New books/journals subscribed and their value:**
    Total no. of books: 564 (Text book -557 ; Reference book – 07)
    Value: Text book – Rs.1,30,597/-
    Reference book – Rs. 2123/-
    Total price: Rs. 1,32,720/-

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

    Students give feedback in general but not on any particular course. As per the feedback received from the students, curricular revision is done from time to time.

24. **Feedback from stakeholders:**
    Yes. Feedback is taken from different stakeholders.

25. **Unit cost of education:**
    a) Unit cost excluding salary component: Rs.10,255/-
    b) Unit cost including salary component: Rs.82,685/-

26. **Computerization of administration and the process of admissions and examination results, issue of certificates:**

    Admission of students is based on their merit at the Board & University examination and the norms framed by the NCTE, Government of West Bengal and the affiliating University. Students are selected through a systematic procedure based on merit. Due to centralized admission system by the affiliating university, the college has to consider the recommended candidates for admission.

27. **Increase in the infrastructural facilities:**

    - College annexe building is being constructed
    - Electrical equipment has been installed
    - Furniture facilities has been enhanced

28. **Technology upgradation:**

    - The college and hostel building have Internet facility.
    - LAN facility is also available in the computer laboratory.
    - The college has installed an integrated library management system Koha for the library automation.

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

YES. All the teachers and office staff are provided with computer for their teaching / office work. Students access computer in the computer lab, the college provides free internet connection to all the computers for easy access of internet.

30. **Financial aid to students:** Yes, monetary help given to students (Rs 3,964/-)
31. **Activities and support from the Alumni Association:**
    - College has an active Alumni Association that organizes Re-union every year.
    - They give the suggestions about academic and administrative development.
    - They arrange lectures by various Resource Persons.
32. **Activities and support from the Parent-Teacher Association:**
    - College has a Parent-Teacher Association (PTA) that cooperates with the institution for academic and administrative development.
    - They solve any problems about their wards and discuss it with the institution.
33. **Health services:**
    Regular Health check-up is done by Government Approved Doctor in our Ashram dispensary.
34. **Performance in sports activities:**
    - Football match among the students of B.Ed. (1ˢᵗ year & 2ⁿᵈ year).
    - Cricket playing equipment is provided to students.
    - Physical exercise facility is provided in the College Gymnasium.
    - Annual sports is held every year.

35. **Incentives to outstanding sportspersons:** Certificate, Medals are given to outstanding sports performers.

36. **Student achievements and awards:** Some students got job of assistant teacher in schools and qualified in the UGC-NET/ SET examination.

37. **Activities of the Guidance and Counselling unit:** Informal guidance is given to the students for career option.

38. **Placement services provided to students:**
    YES. Students are guided and assisted about vacancies in various private/ Government/ Government sponsored schools.

39. **Development programmes for non-teaching staff:**

    - Yoga and meditation training and practice of Yoga are encouraged
    - For the Physical fitness, regular physical exercise in Gymnasium is encouraged.

40. **Good practices of the institution:**
    - eco-friendly campus
    - The college is a plastic free zone
41. **Linkages developed with National/ International, academic/research bodies:**
    National Linkage is established with Ramakrishna Mission Shikshanamandira.

42. Action Taken Report on the AQAR of the previous year:
Not applicable for the college

43. Any other relevant information the institution wishes to add:
The institution is administered under the aegis of Ramakrishna Math and Ramakrishna Mission. It imparts value-based and mission oriented education which always strives to cater to the needs of the society.

Part – C:

Outcomes achieved by the end of the year:
The IQAC is always trying to keep the college on a right track to boost the quality. The attempt of the IQAC was to submit Institutional Eligibility for Quality Assessment (IEQA) for the requisite process of National Assessment and Accreditation Council (NAAC). After successful completion of Institutional Eligibility for Quality Assessment, the IQAC is eagerly engaged to prepare and submit the Self-Appraisal Report (SSR) for NAAC.

Part – D :

Details of the plans of the Institution for the next year:
Enhancement of quality implies self-analysis, self-assessment and above all self-evaluation which enable the Institution to achieve its goal. On that perception IQAC was formed and it has been a vehicle of improvement and progress for the Institution.

For the ensuing academic session IQAC has proposed an action of plan in pursuance of the goals of the Institution:

- To conduct seminars, conferences and invited lecture series in the different academic disciplines.
- To improve the infrastructure in Games & Sports.
- To regularize the publication of "*Anwesa*," the Academic Journal of the college.
- To submit the Self-Appraisal Report for NAAC.
- To prepare for the NAAC Peer Team Visit in next academic session.
- To review the result of the university examination of our students.

(Dr. Malayendu Dinda)   (Swami Kedaratmananda)
Name & Signature of the   Name & Signature of the
Director/ Co-ordinator, IQAC   Chairperson, IQAC