Ramgarh College, Ramgarh
Annual Quality Assurance Report (AQAR) of the IQAC

2013-14

Part – A

1.Details of the Institution

1.1 Name of the Institution	RAMGARH COLLEGE
1.2 Address Line 1	Ramgarh College, Ramgarh Cantt. Jharkhand - 829122
Address Line 2	Under Vinoba Bhave University Hazaribag - 825301
City/Town	Ramgarh
State	Jharkhand
Pin Code	829122
Institution e-mail address	bramgarh@yahoo.com
Contact Nos.	09835587563
Name of the Head of the Institution:	Dr. D.K. Mandal
Tel. No. with STD Code:	06553-222166

Mobile: 09431196483

Name of the IQAC Co-ordinator: Dr. K.K. Pandit

Mobile: 09431388437

IQAC e-mail address: drdipan@gmail.com

1.3 **NAAC Track ID***(For ex. MHCOGN 18879)* JHCOGN13948

1.4 **NAAC Executive Committee No. &Date:** EC/51/A&A/25, Dated 30-09-2009
(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)

1.5Website address: http://www.ramgarhcollege.org/

Web-link of the AQAR: www.ramgarhcollege.org/AQAR2013-14.doc

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

1.6Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.05	30-09-2009	29-09-2014
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7Date of Establishment of IQAC : DD/MM/YYYY 08-02-2012

1.8AQAR for the year*(for example 2010-11)* **2013-14**

1.9Details of the previous year's AQAR submitted to NAACafterthe latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

i. AQAR2013-14, submitted to NAAC on 18-09-2014
ii. AQAR_____ _____ (DD/MM/YYYY)
iii. AQAR_____ _____ (DD/MM/YYYY)
iv. AQAR_____ _____ (DD/MM/YYYY)

1.10Institutional Status

University State Centr ☐ med ☐ rivate ☐ ☐

Affiliated College Yes ☐ No ☐

Constituent College Yes ☐ No ☐

Autonomous collegeof 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 StatusGrant-in-aid ☐ GC 2(f) UGC ☐ ☐

Grant-in-aid +Self FinancingTota ☐ Self-financing ☐

1.11Type of Faculty/Programme

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

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

Others(Specify) | IGNOU, (ARTS / COMMERCE)

1.12Name of the Affiliating University *(for the Colleges)* | Vinoba Bhave University, Hazaribagh

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

Autonomy by State/Central Govt. / University | Not yet

University with Potential for Excellence	-	UGC-CPE	-
DST Star Scheme	-		-
UGC-Special Assistance Programme DST-FIST	-		-
UGC-Innovative PG programmes	-	*Specify*)	-
UGC-COP Programmes	-		

2.IQACComposition and Activities

2.1No. of Teachers 4

2.2No. of Administrative/Technical staff 6

2.3No. of students 2

2.4No. of Management representatives -

2.5No. of Alumni 2

2. 6No. of any other stakeholder and community representatives 2

2.7 No. of Employers/ Industrialists 1

2.8 No. of other External Experts 2

2.9 Total No. of members 20

2.10No. of IQAC meetings held 3

2.11 No. of meetings with various stakeholders: No. 15 ılty 6

Non-Teaching Staff Students 2 Alumni 5 Others 2

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

If yes, mention the amount 3,00,000/-

2.13Seminars and Conferences (only quality related)

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

Total Nos. - International - National - State 2 Institution Level 20

(ii) Themes Annexure –(i)

2.14Significant Activities and contributions made by IQAC

The IQAC encourages to develop entrepreneurial skills among students.

IT organises regular entrepreneurial interaction with competent bodies . The senior students are encouraged to participate whole heartedly in these meetings. They are greatly benefitted as they come to know about the various facilities provided by the Government for fresh entrepreneurship and avenues available locally for the establishment of new small skill scale industries and business after graduation.

Local eminent persons of integrity and retired teachers of specific subjects are invited from time to time to interact with the students to impart old value, apart from academic knowledge

2.15Plan 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
Retrofication of some classrooms facilities .	Fans were provided to the Classrooms and their furnitures were refurbished.
Improving in some sporting facilities.	For the first time the Kabaddi was introduced among the girl students also the college organised Inter College Kabaddi Meet of the University on 08-09-2014 to 10-09-2014.
Introduction of Job oriented Generic Skills Development Programme.	The boys were more than happy to take up the generic development programmes of the College.
Computer Training to Girl Students.	The girls students come out to acquire basic computer skill.
To improve the library infrastructure of the College.	The library was completely cleaned up with old books removed. New books were procured.

** Attach the Academic Calendar of the year as Annexure.*

2.16Whether theAQAR was placed instatutory body Yes ☐ ☐

Management S - tate Any other - -

Provide the details of the action taken

-

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	-	-	-	-
PG	-	-	-	-
UG	3	1	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	3	1		

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options – **Elective**
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	-
Trimester	-
Annual	3

1.3Feedback from stakeholders*Alumni ☐ Parents ☐ nployersStud ☐ ☐
(On all aspects)

Mode of feedback:Online ManualCo- ☐ ting schoo ☐ r PEI) ☐

****Please provide an analysis of the feedback in the Annexure***

Feedback in Annexure (ii)

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

The college syllabi is generated and revised by UGC / University, University modifies and updates the curriculum keeping in mind the current socio, political and economic conditions and changes occurring in the country and on the whole, world.

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

Computer Training Centre has been introduced. Infrastructure is ready with 21 computer sets. We planned to start the programme in a month's time.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
30	28	02	-	-

2.2 No. of permanent faculty with Ph.D. 21

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
-	3	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty 2 | 2 | -

2.5Faculty participation inConferences / Seminar and symposia:

No. of Faculty	International level	National level	State level
Attended	-	-	25
Presented papers	12	15	-
Resource Persons	-	-	-

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

We are increasing focus on student's learning as the Central Indicator of Institution excellence, implementing regular thoughtful and periodic assignment to provide ongoing feedback. Institution is going to give emphasis on e-learning. It is trying to create an atmosphere of direct interaction between teachers and students through tele-communication. Arrangement of group discussion also created an impact on easy teaching and learning process.

2.7Total No. of actual teaching days during this academic year 169

2.8Examination/ Evaluation Reforms initiated by

the Institution(for example: Open Book Examination,Bar Coding, Double Valuation, Photocopy, Online MultipleChoice Questions)

Not any of the processes mentioned here regarding Examination / Evaluation. Reforms have been initiated by our university yet. However we have only to follow the suit.

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

-	-	-

2.10Average percentage of attendance of students

81%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A (Arts)	812	2	4	76	1	81
B.Sc. (Science)	31		49	42		91
B.Com (Commerce)	261		30	55	11	96

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

We have constituted a core committee of senior faculty members as a part of IQSC to monitor best student learning outcomes. The committee encourages feedback from the students and the faculty members. From Student's feedback IQAC comes to know about the teaching outcome, shortcomings if any and give suggestions to the concerned faculty.

We have introduced objective tests for the students after the completion of each section of the syllabus. Here the students also play proactive role in improving and developing this practice in learning process.

2.13Initiativesundertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	10
UGC – Faculty Improvement Programme	02
HRD programmes	-

Orientation programmes	02
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14Details 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	07	-	-	-
Technical Staff	05	02	-	-

Criterion – III

3.Research, Consultancy and Extension

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

The teachers with doctoral degree are motivated to become research guide to scholors, also non-Ph-d faculty members are advised to peruse the doctoral degree. 8 of our non doctorate teachers already registered for Ph.D. Degree. Teachers are motivated to apply for major / minor projects of UGC. The IQSC always inspire the teachers to participate in all type of research work by sending relevant papers to reputed journals, National and International for publication.

3.2 Details regarding major projects : **One major project applied / waiting for approval from UGC.**

	Completed	Ongoing	Sanctioned	Submitted
Number				1 applied for
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	02	4,46,000	02
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals	13	23	07
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range ☐ Average ☐ 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	-	-	-	-
Minor Projects	2013-14	UGC	4,16,000	4,16,000
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.Cha 06 dited Books 7

ii) Without ISBN No. -

3.8 No. of University Departments receiving funds from : **Our's a constituent college under V.B.U.**

UGC-SAP - CAS - DST-FIST -

DPE - DBT Scheme/funds -

3.9 For colleges Autonomy - CPE DBT - Scheme -

INSPIRE CE - ther (specify) - -

3.10 Revenue generated through consultancy NIL

3.11No. of conferences organized by the Institution

Level	International	National	State	University	College
Number			3		
Sponsoring agencies					

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

3.13No. of collaborations International Nation - An - -

3.14No. of linkages created during this year

3.15Total budget for research for current year in lakhs :

From Funding agency Fro t of University/College

Total

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

3.16No. of patents received this year NIL

3.17No. of research awards/ recognitionsreceived by faculty and research fellows
Of the institute in the year : **NIL**

Total	International	National	State	University	Dist	College

3.18No. of faculty from the Institution who are Ph.D.Guides 04
and students registered under them 08

3.19 No. of Ph.D. awarded by faculty from the Institution 01

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

JRF - SRF - Project Fellows - Any other -

3.21No. of students Participated in NSS events:

University level 4 State level 2

National level International level 2 -

3.22No. of students participated in NCC events: **No NCC CADRE in The college**

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: **No NCC CADRE in The college**

University level State level

National level International level

3.25No. of Extension activities organized

- 03

University forumCollege forum

NCCNSSAny other		11	07

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

- 7 days NSS special camp at a remote village of Ramgarh from 23-11-2013 to 29-11-2013.
- 3 days cleanliness camp in the college campus from 20-01-2014 to 22-01-2014.
- 1 day educational tour of science students to Avaition Dept. Of SAIL, Bokaro.
- One day educational tour to Mental Hospital, Ranchi for Psychology students.
- 2 days Inter College Kabaddi Tournament from 08-09-2014 & 09-09-2014.
- 7 days mega camp at Bangalore from 29-06-2013 to 10-07-2013.
- Diamond Jubilee of UGC at Ramgarh College. Rangoli Competition on 09-01-2014, Essay Competition, Cultural Programme and Closing Ceremony on 10-01-2014.
- The Tribal students of Ramgarh College Celebrated a grand cultural programme on 04-09-2014 with their rich traditional folk dance & song.
- Blood donation camp on 22-08-2014.

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	14.2 Acres			
Class rooms	15	06	State Govt.	21
Laboratories	05	01	State Govt.	06
Seminar Halls	01		State Govt	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	18	47		65
Value of the equipment purchased during the year (Rs. in Lakhs)		36,00,000		
Others		24,00,000		

4.2 Computerization of administration and library

Control Room / Examination Centre / Accounts Section / Science Department &Library has been computerised.

4.3 Library services:**(25-02-2010 to 07-08-2014)**

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books / Reference Books	37,198	86,07617	1438	3,32,763	38,636	89,40,379
e-Books	-					
Journals	52	34,745	47			
e-Journals						
Digital Database						
CD & Video						
Others (specify)	Encyclopedia					

4.4Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	19	1	1	-	1	3	7	1
Added	25+ 8 laptops	1	1		1		1	-
Total	52	2	2		2	3	8	1

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

Internet Connection , Wi-Fi, 15 days computer training for teaching staff, 15 days computer training for Non teaching staff Staff. General Section, Account Section, Exam. Control Room, Library computerised.

4.6Amount spent on maintenancein lakhs :

i) ICT	-
ii)Campus Infrastructure and facilities	32,444.00
iii) Equipments	42,404.00
iv) Others	32,444.00
Total :	1,07,297.00

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

We take great care on character building among the students. Sincere efforts has been taken to inculcate the spirit of brotherhood, good citizenship, social ethics, secularism and values of society, free from the ills of caste and creed. Apart from these, special lectures from eminent personalities are organised from time to time for the moral upliftment of the students.

5.2 Efforts made by the institution for tracking the progression

Sometimes Quizzes, seminars, debates are organised giving total responsibility to the students, starting from selecting topics to arranging every aspects of the programmes. From these practices, student's progress in every aspect, their capability, confidence are identified.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others	
8799				2013-14

(b) No. of students outside the state

(c) No. of international students

No	%
5131	58.3%

No	%
3668	41.7%

MenWomen

Last Year (2013-14)						This Year (2014-15)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1451	686	1265	5397		8799	1558	835	1640	5872		9905

Demand ratio 0.76 Dropout %2.00%

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

We have quite a number of materials in the library. The Title covers popular and important competitive examinations such as SAT, MAT, CAT, GRE, TOEFEL, IIT, JEE, General Knowledge, GMAT and others. The institution encourages the students to appear in various competitive examinations by conducting appraisal sessions in our scheduled awareness classes. Special classes are organised to coach and provide guidance and counselling to the students by different departments, subject concerned of the college.

No. of students beneficiaries 19

5.5 No. of students qualified in these examinations

NET	-	SLET GATE	-	AT	-		-
IAS/IPS etc	-	State PSC	05	C	Others	-	-

5.6 Details of student counselling and career guidance : **Others not known.**

The Student counselling cell of the college, takes care of the majority of the students and guide them regarding their career. We organise open interactive sessions with the students and encourage them to come out with their future plans and thoughts about the life and carrier and accordingly proper guidance and action plans are provided. We also invite experts from outside to make them abreast of different career options. We exhibit employment opportunities and guide them to procure and full up the relevant forms.

No. of students benefitted 32

5.7Details of campus placement

On campus			***Off Campus***
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
03	05	-	Not Known

5.8Details of gender sensitization programmes

Ours is a semi urban institution and majority of the stakeholders primarily the parents and the students have a conservative mind set. We try to modify of behaviour by raising awareness of gender equality. Change in behaviour pattern towards opposite sex leads to instilling empathy into the views of the students that they hold about themselves and the other gender. We organise workshop on 'anti sexual harassment', celebrated international women's day for empowerment of the women.

5.9Students Activities

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

State/ University levelNational level 20 tional level 1 -

No. of students participated in cultural events

State/ University level 18 National level - International level -

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

Sports : State/ University level 4 National level 2 International level -

Cultural: State/ University level - National level - International level -

5.10Scholarships and Financial Support**(Minority / ST/ SC / BCI)**

	Number of students	Amount
Financial support from institution		
Financial support from government	403	9,00,000 (approx).
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11Student organised / initiatives**Nil**

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12No. of social initiatives undertaken by the students 06

5.13 Major grievances of students (if any) redressed:

Ladies washroom and common room, playground, indoor games were grievances of girls. These are already redressed.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision :- Quality enhancement in all spheres of life incompassing social values, scientific interest, patriotism, leadership, qualities and overall concern for world leading to the formation of just and equitable human civilization.

Mission :-

- To ensure qualitative education.
- To promote the highest standard of excellence in teaching and research.
- To promote the ethics of higher education for empowerment of rural youth of neighbouring areas.
- To make education as the grooming of entire being so that they can contribute to overall growth and progress of society, nation and manking at large

6.2Does the Institution has a management Information System

We have keen to develop a management information system to provide information that the college requires to manage itself efficiently and effectively since MIS is a computer based system which emphasizes on service through technology, we are encouraging our physics dept. And computer wing attached with develop the following computer based components:-

Separate System, software, data (information for decision making) procedures (design, development and documentation) and People (administrative, teaching, non teaching staff)

6.3Quality improvement strategies adoptedby the institution for each of the following:

6.3.1 Curriculum Development

We are not directly involved in the Curriculam Development Program as ours is a constituent units of Vinoba Bhave University and we follow the syllabus recommended by the University. Sometimes the Senior faculty members are invited in the modification of the Syllabi.

6.3.2 Teaching and Learning

Periodical surprise class tests are taken to make them up-to date to their subject course. Tutorial classes are taken and teachers are always there to help the students in their free times.

6.3.3 Examination and Evaluation

Apart from the University Annual Examinations, college holds internal / terminal examinations which after evaluation, answer sheets are exhibited to students for discussion, to improve their learning, to access their shortcomings.

6.3.4 Research and Development

Teachers are encouraged to apply for minor and major projects for UGC. Lab assistants are motivated to acquire their master degree for farther benefit of their career. Teachers' with doctoral degree are motivated to guide research students and publish papers in reputed journals to write books, relevant to the student's need.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library has been computerised and planning is made for the automation of the Library. A new computer training centre has been established with 21 new computer sets, Wi-Fi, modern equipments and shortly will be inaugurated.

6.3.6 Human Resource Management

- The institution has a regular practice of self evaluation of teaching staff.
- Students are periodically supplemented with prescribed formats, sometime in the form of questionnaires for the assessment of the faculty as well as the institution.
- Self appraisal forms and SWOT analysis forms are as well distributed among the teachers which are later collectively studied and used for the benefit of the institution consequently improving the short comings.
- College sees to it that their staff work in a congenial atmosphere which the members share their personal problems as well suggestions for the improvement of the smooth functioning of the college. The college does its lot to alleviate their problems and value their suggestions.
- We have been successfully running a registered co-operative society. Apart from that University staff welfare fund is also active to see into the financial needs of the members.
- The staff Grievance and redressal cell looks into and sorts out the problems of the staff members.

6.3.7 Faculty and Staff recruitment

College does not have a role in direct appointment of Faculty and Staff recruitment. They are recruited by the UGC and University according to the requirement of the college and number of students in each department.

6.3.8 Industry Interaction / Collaboration

Reputed industrialist has been included in our IQAC and regular interaction with him enables the institutions to have an insight how to generate revenue other than usual source.

6.3.9 Admission of Students

The college follows a strict admission process. An admission presided over by the Principal functions round the year after the completion of each part of the 3 years of the degree course in Arts, science and commerce. The system entails the following steps.

- The duration of examination dates are notified in the local newspapers
- Forms are issued at the general section of the college.
- The duly filled up forms submitted are scrutinised by the committee and cut off marks for each category of students ST / SC / OBC / General are decided and according lists are exhibited. The admission office is directed to strictly adhere to rules.

6.4Welfareschemes for

Teaching / Non teaching	* Provision of Interest Free Loans from Staff Welfare fund * Ramgarh college co-operative credit society, interest free loan * Free education for the wards of non teaching staff.
Students	* Dist. Welfare Styfen for for SC/ST / OBC students. * General Boys free studentship for students for low income group families. * Scolarship to the students from Low income group families, tuition fee waived for SC/ST / OBC / General Girls. * All girls (SC/ST/OBC) tuition waived by the University.

6.5Total corpus fund Nil generated

6.6 Whether annual financial audit has been done Yes 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.G. Office, Ranchi	-	-
Administrative	Yes	A.G. Office, Ranchi	-	-

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?

As mentioned earlier, ours is a constituent unit of Vinoba Bhave University, Hazaribag, we are bound to follow the University rules. However there has been no reforms recently for Examinations.

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

N.A.

6.11 Activities and support from the Alumni Association

In the meetings of IQSC Alumni Association give very useful and important suggestion for the betterment of the college since they have emotional attachment to the institution, always ready to help and participate in events organised in the college. Some of our young energetic Alumni keep on visiting the college and protects it from anti social elements as the institution not fully covered by the boundary walls. Time to time they donate useful items for NSS cell and staff room and others. They have organised a seminar, 'Asian Painting Competition', Speech competition in the college and they have done plantation and donated 10 Gabions.

6.12 Activities and support from the Parent – Teacher Association

Our Parent Teacher association still in nation's stage in the college as the students are mostly from rural area, the parents hesitate to interact with the teachers but IQSC's planning and coming up strongly to help the cause of the students by involving their parents. The PTA is an informal organisation in our college which intended to facilitate parental participation in all the events organised in the college. Some of the issues that PTA in its agenda are

- Once in 30 teaching days.
- Taking of issues concerning some of the students lack of interest in the studies.
- Encouragement to the talented students to guide for high level of employability after the the completion of 3 years course in the college.
- Delving into the problems of the dropouts.
- Ensuring good attendance in the class rooms.

6.13 Development programmes for support staff

The college has take a measures against development for support staff.

- Staff are being encouraged to adopt themselves with the new office trends as such they have been given computer which has started showing results as several sections of the college office including finance has fully computerised.
- Language improvement programmes for staff in full swing. Functional English classes have been undertaken for their benefit.
- The college is fully collaborating in adult literacy mission programmes resulting almost all the non teaching IV grade employees becoming literate.
- The college looks after their insurance needs, dress needs, medical needs and assistance and guidance to their wards.

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

"KEEP YOUR CAMPUS CLEAN" – an eco friendly drive has been introduced where all the teachers and students participate regularly to make the environment of the institution pollution free. Special care has been taken to increase the greenery of the campus by the plantation every year. There was a cleanliness camp organized for three days.

All the stakeholders have been advised to follow the best practices inside and outside the campus to save our environment, there is a ban on the use of the polythene bags in the campus and desists from cutting and destroying trees and plants on the campus.

Criterion – VII

7. Innovations and Best Practices

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

A monitoring cell has been formed to evaluate regularly the aspects of development and progress which enhances smooth functioning of the institution. The Cell has started cultural exchange programme and sports initiatives with other reputable institutions which have created profound interest among the students and teachers. Some of the innovative practices initiated and encouraged by IQSC are

- Project based learning :- Use of well defined set-up methods – assessments, selection of engaging and well meaningful themes for the project, to treat concept not facts
- Making skill as important as knowledge. We strive to stress and guide and persuade the student to develop generic skill apart from rote education. These basic changes in the approach of learning process has greatly improved overall student's participation in college activities.

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

The temporal set of action taken by the college, interested to achieve the goal set at the beginning of the year. The different achievements are listed as :

- In the classrooms retrofication process the broken Desk Benches were repaired and the very old ones were replaced.
- The electrification of the rooms were re-done, New fans were installed in the class room
- The college introduced new games like Chess, Kabaddi, also the existing games facilities were improved.
- It successfully organised Inter College Kabaddi Tournament for both Men and women and many colleges of the university participated in this marquees tournament.
- The students voluntarily come forward to learn job oriented skills for better learning and employability. For this we organised regular seminars and awareness camps by resource persons of repute.
- The girl students were encouraged to acquire basic computer skills.
- Efforts were to restore library facilities to the students. All the teaching and non teaching staff came forward and extended their helping hands towards this cause. The library was thoroughly overhauled.

7.3Give two Best Practices of the institution*(please see the format in theNAAC Self-studyManuals)*

- Integrated Skills Enrichment Programme, Annexure – (iii)
- Confluence of teaching & non teaching staff , Annexure – (iv)

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

7.4Contribution to environmental awareness / protection

- Seminar on Environmental protection had been organised.
- "Keep your Campus Clean" an eco friendly drive has been introduced where all the teaching and non teaching staff and the students participate regularly to make the campus pollution free environment.
- Special care has been taken to increase the greenery of the campus by planting more trees .

7.5 Whether environmental audit was conducted? Yes ☐ No ☐

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

All the teaching staff of the college submitted their SWOT forms duly filled up. After analysing each one them it was revealed that all the non Ph.D. Faculty members are registered and perusing their research work for Doctoral degree. Most of them have attended and presented papers in national & international seminars. They have published quite a number of papers in reputed journals. All the departmental heads organised seminars in their respective subjects. Everybody has brilliant plans for the development of their departments.

8.Plans of institution for next year

- Extension of existing building.
- Boys common room.
- Retrofication of gymnasium.
- Conduction of Inter-college meet and organise youth festival in the college.
- Extension of botanical garden.
- Procurements of new modern equipments for laboratories.
- Latest journals in all subjects in the library.

Name - Dr. Krishna Kumar Pandit

Professor-in-charge

Signature of the Coordinator, IQAC

Name – Dr. D.K. Mandal

Principal

Signature of the Chairperson, IQAC

_____***_____

Annexure – (i)

DEPARTMENTAL SEMINARS : THEMES

1. Women Empowerment
2. Importance of Yoga among students.
3. Hindi language in International level.
4. Mathematical Modelling
5. Vedic Mathematics.
6. New Sources of energy using Nano Technology.
7. Biodiversity in animal kingdom.
8. Environmental Pollutions, Reasons.
9. The various sources of revenue.
10. T.S. Eliot as a versatile genius.
11. William Wordsworth as a Nature Poet.
12. Importance of 'Ramayana' in everyday life.
13. Usefulness of Sanskrit in today's education.
14. Conception of God in Indian Philosophy.
15. Poverty in Jharkhand – Issues and Remedies.
16. Marketing of Agricultural produce in Jharkhand.
17. Health and nutritional status of women and children in Jharkhand.
18. History in Indian Mathematics.
19. Jan Sanchar & Hindi
20. Lok Sahitya & Hindi.

Annexure – (ii)

FEEDBACK FROM STAKE HOLDERS

Some of the suggestions and feedback from Alumni and Parents are listed below on their own words :-

- *It is the only constituent college of Ramgarh District. University should open B.Ed. and Ph.D. studies in some subjects.*
- *The number of students is sufficient in the college but the number as well as non teaching staff is not reasonable. Appointments should be made through Govt. Of Jharkhand.*
- *Infrastructure of the college is required to improve*
- *The modern system of education should be adopted.*
- *Since it is a semi urban institutions and most of the students are from rural area the study of regional language should be initiated in the college.*
- *P.G. Dept. Should be open in the college.*
- *Technical Education should be introduced.*

However the all seem to satisfied with the teaching staff.

Annexure – (iii)

Best Practice

TITLE

INTEGRATED SKILLS ENRICHMENT PROGRAMME

*** The context that requires the initiation of the practice.**

Since ours is a semi urban institution, majority of the students are from Rural area and majority of thembelong to SC/ST/OBC class, as already noted earlier. They come from such a background that their parents are not very literate.Even if some parents are found educated they very much lack in communication in lucid way.

Our faculty members face problems to communicate among them in English. It is not possible for them to teach language to the students, remove their inhibition and develop their communication skills alone in the prescribed class room teaching period.

Moreover our aim is not only to help them in studied but also in their perceptive career. That is the reason to initiate these "Integrated Skill and Enrichment Practice" which has been started a few years back.

*** Objective of the Practice**

This practice has been especially focussed on to help them in communicating English, to conquer their fear, hesitation on the stage to face a gathering, to build their confidence, to make them learn public speaking, to make them confident to face job interview, to help them to develop communication and conversation skills, to train them to be effective listener and speaker. Moreover it aims to give them courage to make them express their views, feelings and opinions clearly, openly and boldly in any situation of future life.

*** The Practice**

IQAC decided to invite an expert professional in this regard from a reputed English learning centre and observing the response and interest of the student in the first interactive session with him in our seminar hall, it started regularly inviting him to interact with the students. He follows some innovative special methods which are very informal to overcome their problems. He, along with some our faculty, teach them how to express their views clearly in English, though initially in Hindi, then how to ask questions and answer any question with relevant information without exaggeration. We use to engage them in group discussion and observe their communication among themselves including body language. Slowly students started showing courage shredding their inhibition. Our instructor gave them tips on L.D.S.O. (Link, Delink, Swith, Over) and taught them how to deliver a short speech.

The students started taking interest in story telling. It give them word powers. Students started learning and practicing extempore, the art of public speaking and how to address an audience, how to introduce and present a topic, how to use proper body language and how to make voice impact, how to include audience and how to close the topic. Several mock interviews, speech and quiz competitions were organized for their perfection in these skills.

*** Obstacles faced and strategies adopted**

To bring this skill improvement practice in grass root level, we faced a little problem. First of all we tried to solve this problem but them realised that an expert professional can help the students from unprivileged, as per our expectations. Initially most of the faculty members were not in the opinion of hiring any outside expert but on 29th Sept. 2012 when we first invited Mr. D.C. Mehta, an expert from a popular English learning centre, Ramgarh to address the students as well as our eager faculty. After observing his style of interaction with the students and engaging a large number of them listening with rapt attention, every one appreciated the initiation by IQAC. From then this practice is going on regularly in our institution.

*** Impact of the Practice**

After few months, may be one year of the inclusion of this practice the students started taking part and organising programmes all by themselves. They started expressing their opinions, views, feelings and suggestions regarding any extracurricular activities without hesitation. Teachers also find easiness to communicate with them. Since then, students have played many one act / two act plays. They have participated in many mock interviews. In academic field also they are performing better.

This practice has changed students' perception and outlook. They are trying to understand the value of listening, speaking, reading, writing and also participating in cultural programmes.

We hope this will help them in their future as well.

*** Resources Required.**

For, any big event organised in the institution which Mr. Mehta takes initiative which the students, college bears the expenditure. Besides teachers contribute for small events to encourage the students.

IQAC bears expenditure regarding Mr. D.C. Mehta's Honorarium per invitation as resource person.

* About the Institution :-

(i) Name of the Institution	-	Ramgarh College
(ii) Year of Accreditation	-	2009
(iii) Address	-	Ramgarh College, Ramgarh Cantt. Pin : 829122 (Jharkhand)
(iv) Grade awarded by NAAC	-	Grade B with CGPA 2.02
(v) E-mail	-	bramgarh@yahoo.com
(vi) Contact person for further details	-	Dr. Dipshikha Bhattacharya
(vii) Website	-	http://www.ramgarhcollege.org/

Annexure – (iv)

Best Practice

Title : Confluence of Teaching and Non Teaching Staff

*** Context**

Initially it was observed that there was a visible distance between the teaching and non teaching staff of the college. Sometimes situations used to flare up without any serious issue or very trifle reason. The reasons may be like some non teaching staff have not wished one other faculty member or may be one faculty member not responding someone's wish. Other reason may be one teaching staff talked to one non teaching staff in a commanding way and the reaction results so unpleasant that the whole atmosphere used to become heated and immediately groupism used to start and all sorts of unnecessary comments and suggestions made the atmosphere polluted which disturbed in the smooth functioning of the college.

* Objectives :-

Objective of the practice was to minimise the gap between these two main arms of the institution, teaching & non teaching. Actually they are complimentary to each other. Without one there is no existence of the other. Efforts have been made to realise this eternal truth about the institution to all.

* Practice :-

We try to gather in a spacious place of the institution, we mean, all the members of the college, faculty members, clerks, peons and sometime some selected senior students also, informally, may be once in three months. The dates are not very fixed, may be with one day notice, when the time is suitable, when there is no examination, internal or university exams or no other important activity. There we discuss freely without having any egoistic feeling. Everyone is free to put up any grievance or any idea or wish to share any suggestions, which enhances the functional ability of the college.

Since the meeting is informal and all sits together, automatically the gap between the two groups becomes narrower with the end of every session. Students are also allowed to speak freely with due respect to all and express their views, ideas and suggestions in any matter they feel. Though it is not meant and act like a grievance cell, but everybody is allowed to express any grievance also if so wished.

The meeting and discussion is so informal that sometimes one may share a good joke also to make the atmosphere lighter when flared up after some hot discussion.

After each session there is always tea and light snacks to refresh every one's mood. At the end every one leaves the meeting place with satisfaction on their face with smiling face.

* Obstacle faced and strategy adopted :

In the beginning, the sessions used to be very formal, nobody were open enough of their feelings. Non teaching staff were tight lipped, listened to what teaching staff were discussing or sharing, without participating and but as usual at the back, comments, which were not very pleasant.

The atmosphere used to be tensed as there were no friendly compromising mood between the two groups. But gradually with the initiatives of our senior teachers and the principal, the ice started melting.

* Impact :-

Now each meeting is so meaningful that everybody has to share one or two suggestions for the better functioning of the college. Now a days for any event organised by the college all have enthusiastic, eager, participation, to make it grand success.

In 2013 first time our college observed a grand picnic including all the staff of the college like a big family. Right now, all the teaching and non teaching staff are working together regarding the forthcoming NAAC gradation for cycle 2 and determined to acquire a better grade for our institution.

* Resources :-

Senior Experienced teachers of Ramgarh College.

Expenditure for Refreshment etc. borne by the institution.

* About the Institution :-

(i) Name of the Institution	-	Ramgarh College
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