Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**Rabindrasadan Girls' College, Karimganj**
Name of the head of the Institution	**Dr. Nibedita Nath**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03843260744**
Mobile no.	**9207126221**
Registered Email	**rabindrasadancollege@gmail.com**
Alternate Email	**kishalaychakraborti@gmail.com**
Address	**Main Road**
City/Town	**Karimganj**
State/UT	**Assam**

Pincode	**788710**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Mr. Kishalay Chakraborti**
Phone no/Alternate Phone no.	**03843260744**
Mobile no.	**7002086181**
Registered Email	**iqacrsgcollege2022@gmail.com**
Alternate Email	**kishalaychakraborti@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	**http://www.rabindrasadangirlscollege.in/iqac/aqar.aspx**

4. Whether Academic Calendar prepared during the year

	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	**http://www.rabindrasadangirlscollege.in/ac.aspx**

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	**Period To**

| 1 | B | 71.60 | 2004 | 16-Sep-2004 | 15-Sep-2009 |
| 2 | B | 2.22 | 2011 | 08-Jan-2011 | 07-Jan-2016 |

6. Date of Establishment of IQAC

14-Oct-2004

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
One day orientation programme on code of conduct for newly admitted students	01-Aug-2017 1	300
One day workshop on evaluation of answer scripts organized by IQAC	08-Nov-2017 1	25
One day workshop for participation of NCC and NSS students in extension of activities	16-Jan-2018 1	75

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
RABINDRASADAN GIRLS' COLLEGE	SALARY	STATE GOVERNMENT	2017 365	38730000
RABINDRASADAN GIRLS' COLLEGE	FEE WAIVER SCHEEME	STATE GOVERNMENT	2017 365	1209598
RABINDRASADAN GIRLS' COLLEGE	FREE WI-FI	STATE GOVERNMENT	2017 365	50000

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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	**View Link**

10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	**View Uploaded File**

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Preparation of Academic calendar and class routine for the session 20172018
One day counselling for newly admitted students
One day orientation programme on code of conduct of students
One day workshop on evaluation of answer scripts organized by IQAC
One day workshop for participation of NCC and NSS students in extension activities
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes

Preparation of Academic calendar and class routine for the session 20172018	There is a Committee for preparing Academic Calendar and Class Routine for every session. IQAC convened a meeting of the said cell to entrust the responsibility to prepare the Academic calendrer and class routine for the current session. The Committee formulate time table for different classses of different disciplines to be taken by the concerned teacher. After preparation of class time table, it is handed over to each concerned HOD. Achieved
One day counselling for newly admitted UG students	One day counselling for newly admitted students was organized to create a conducive educational environment in the college premises amongst the students. There was 200 numbers student have attended the program. Counselling of such is conducted in the beginning of every new session.
Organization of One day orientation programme on code of conduct of students	One day orientation programme on code of conduct of students was organized so that the students are aware of the rules and regulations of the college. This institution stress on discipline as priority besides their studies.
One day workshop on evaluation of answer scripts organized by IQAC	One day workshop on evaluation of answer scripts was organized by IQAC so as to acquaint the faculty members in the process of answer script evaluation so that no students is the victims of unjustified evaluation. There were 25 numbers teacher who have participated in the program
One day workshop for participation of NCC and NSS students in extension activities	One day workshop for participation of NCC and NSS students in extension of activities so that they are inspired to serve the people in time of necessary. 75 number of students have participated in the program.

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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
IQAC, Rabindrasadan Girls' College, Karimganj	03-Dec-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	**2018**
Date of Submission	**14-Mar-2018**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**In an institution a MIS is required to store, orgainse, analyse and report information. When information system applications focus on providing information and support for effective decision making by managers, they are called management support systems. MIS provide information in the form of reports and displays to managers and many business professionals. An information system uses the resources of the people, hardware, software, data and networks to perform input, processing, output, storage and control activities that convert data resources into information products. Then data are manipulated and converted into information(processing),stored for future use (storage)or communicated to their ultimate user (output) according to correct processing procedures. MIS is a software that store and process information about the various stakeholders of an institution. In a college all the information related to faculty members, students, staffs, office, examinations, fees, learning resource, physical infrastructure, salary, purchase, usage of resources are reported by MIS. To cope up with the changing demands of education various modules are added in a MIS. MIS is a software that store and process information about the faculty members, students, staffs, office, examinations, fees, learning resource, physical infrastructure, salary, purchase, usage of resources etc. For the fees management, RSGC ERP software is used for the fee collection (during admission and examination) from the students. We have**

already one fingerprint enabled Biometric device attendance management for the Teaching and NonTeaching employees. The salary of employees is credited online by the software FinAssam used by Ministry of Finance, Govt of Assam. PMFS (Public management financial system) is used to utilize the schemes of Govt. of India (Our college received and utilized RUSA funds using this portal).

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Through a methodically mapped out procedure, the institution guarantees efficient content delivery. The course requirements as out by Assam University (Silchar) are adopted. We provide a high-quality education by making the most of our available resources, working for the goals of our institution, and caring about our students. The university has established a systematic approach to implementing the curriculum, which is proving to be rather successful. The following are some of the ways in which the curriculum is put into practise: 1. The first step is a meeting of all the department heads, where they may compare notes and figure out how to proceed in the most efficient and productive way possible. 2. The Academic Calendar is designed to accommodate both the Assam University curriculum and the needs of individual departments in accordance with their own action plans. 3. Thirdly, the semester's planned lecture structure is outlined, providing students with a glimpse of what to expect from class each week. 4. The Routine Committee creates the Central Time-Table so that all faculty members can teach the classes that have been assigned to them in the Teaching Plan. 5. Departments provide skill tests to see if a student has the necessary knowledge and abilities to major in a certain field. 6. Complete the department's vision and mission, which should coincide with the institution's overall vision and mission. The institution's early years were spent developing the fundamental technique for curriculum delivery of the whole syllabus of the many courses that operate today in the institution. Consequently, the institution's current method of disseminating its curricula has stood the test of time; it is deliberate and has persisted as an ingrained framework for the teaching-learning process. Committees are created at the beginning of each school year to design the Academic calendar and the Class Routine. A department's Head and faculty meet at the start of each semester or academic year to split the course's required material into manageable chunks (Paper, Unit, and Topic) to be covered over the course of the year. In order

to ensure that the complete curriculum is covered within the allotted time frame, the institution's administration consults with each department to determine the number of part-time instructors they will need to hire to fill any unfilled full-time teaching positions. Each department's head works with the professors in their department to determine when each type of class (theory, lab, and tutorial) will meet over the school year, noting the times their classes are scheduled during the larger annual Class Routine. Teachers' names are included in the Class Schedule, which is then conveyed to the Head of the Institution via the relevant Academic Coordinators so that they may be formally notified, supervise courses, and be aware of the relevant pupils. Teacher introduces his or her section of the course material in the first class. Curriculum to be covered throughout the current academic term/year, including units, topics, and overall presentation structure.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
NA	NA	Nil	00	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NA	Nill

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	BA(HONS):Bengali, English, Economics, Political Science, Philosophy,History. Sanskrit, Mathematics	01/07/2010
BA	BA(PASS):L Bengali, English, Economics, History, Education, Economics, Philosophy, Mathematics	01/07/2010
BCom	BCom(PASS)	01/07/2010

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course

Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
00	Nill	0

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	NA	0

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

The college has a well-designed mechanism for collecting feedback from students, teachers and alumni. Suggestion boxes have been installed for students at most frequented places such as the Central Library, Common Room and Canteen. They are encouraged to deliver their feedback directly to their respective departments. The feedback is also collected through informal discussions held with the students at different platform. The students convey their opinion about the academic and other co-curricular aspects of the college through the representatives of Students Welfare Council and departmental bodies and associations of students. The members of the Governing Body, parents, alumni, retired teachers, eminent academicians and media attending the college function also provide

their valuable inputs for curricular enrichment. Popularity of social media like face book has been exploited by the college as an efficient tool for receiving feedback. The students and other stakeholders can post their suggestions on the face book account of the college. The entire feedback obtained is thoroughly analysed in the Annual Review Meeting of IQAC meetings to devise corrective and remedial steps for strengthening existing practices and undertake new initiatives for curriculum enrichment. The relevant feedback is also given to the university through Principal and other faculty members represented on syndicate/senate, Board of Studies and Academic Council of the university. Further, for the purpose, the faculty of the college remains in touch with Board of Studies of concerned departments. Fruitful discussions also take place during inspections /visits carried out by university officials / experts for commencement of new programmes/courses where faculty members have the opportunity to interact with the members of the inspection committee. Occasionally, there are flaws in question papers set by the university in the end semester examinations. Students make a written representation regarding syllabus/patron of question papers to the respective departments which is duly forwarded by the Principal to the Board of Studies for necessary action. The faculty members who are members of the various academic bodies of the other universities also provide their feedback on contemporary issues regarding course enrichments.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	BA I	355	355	355
BA	BA II	374	374	374
BA	BA III	332	332	332
BCom	BCom I	60	0	0
BCom	BCom II	60	4	4
BCom	BCom III	60	8	8

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the	Number of students enrolled in the	Number of fulltime teachers available in the institution	Number of fulltime teachers available in the institution	Number of teachers teaching both UG

	institution (UG)	institution (PG)	teaching only UG courses	teaching only PG courses	and PG courses
2017	1073	0	26	0	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
26	17	115	2	1	0

View File of ICT Tools and resources

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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The Institution has a very good tradition of students mentoring and support system. The institution aims at providing qualitative education to the students combining various sports and cultural activities. Since its inception, the College is committed to make continuous efforts to provide a wide range of support and guidance facilities to students coming from different sections of society. Over the years, the Institution has been successfully establishing several policies and practices to monitor various needs of the students. For the financial assistance to needy and deserving students all sort of benefits are provided by the Government to the student belonging to the SC/ST/OBC, students with disabilities, and economically weaker students. The college also provides Fee concession and Financial Assistance to the economically weaker students out of Students Aid Fund. The college has a fully functional Career Guidance and Placement Cell established. For enhancing the skills in Computer Literacy, Spoken English, the College offers 2 short term courses in Non-formal mode. Promotion of the mass participation in co curricular activities and extracurricular activities is one of the core policies of the institution to ensure overall development of the students. A healthy Rapport between teachers and students is an age old tradition of the college. Different committees are constituted for academic development of the college. Anti-Ragging Committee, Discipline Committee, Special Cell for Redressal of Grievances of Women closely monitor the students' need in terms of personal or social counselling.The Rabindrasadan Girls College, Karimganj has a mentoring system where the HoDs of various departments along with the teachers act as bridge to connect the students for academic and non-academic activities. The ratio of the mentor –mentee is being calculated by the number of students enrolled with number of teacher on roll. The mentee is being selected through lottery system in the respective departments and displayed the same in the departmental notice board. The mentors are assigned to record all necessary information and data related to the mentees. The system execute the undermentioned functions: Mentors are assigned to monitor and guide the students throughout the semesters. Mentors enhance the student's confidence to achieve higher levels. Mentors encourage the students to fulfill their expectations. Mentors provide psychological support to the students. Mentors coordinate with the parents/guardians regarding the progress of the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio

1073	26	1:41

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
31	26	5	0	15

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	NIL

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	UG(Arts)	6th	28/05/2018	30/07/2018
BCom	UG(Com)	6th	28/05/2018	30/07/2018

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college has made it mandatory for the students to attain minimum 75 of attendance to appear in the end semester examination. Also two sessional / unit tests are conducted per semester of which a student has to secure minimum pass marks in each paper to qualify for appearing in the End semester examination. Every year an independent examination cell is constituted which conducts the unit test following the standard pattern of holding end semester examinations including the preparation of examination routine, invigilation duty chart for teachers and conducting the entire examination process. Question papers are set by respective departments and handed over to the examination committee well before the examination. Impartiality and confidentiality are maintained by wherever it is necessary to make the assessment transparent. Unfair-means in examinations are never compromised

and answer scripts are evaluated by teachers of the concerned department within a stipulated time. Immediately on completion of the evaluation process, the Marks Foils of Internal Assessment are collected and accordingly the results are declared. Following the declaration of the results, the answer scripts are shown to the students on demand and accordingly the grievances of students, if any, are sorted out.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic Calendar provides a roadmap for the students and acts as a guide in their academic accomplishment. The college has a functional Academic Committee consisting of all HODs and the IQAC Coordinator. The Academic Committee prepares Academic Calendar at the beginning of each Academic session adhering to the guidelines of the UGC and the Affiliating University. The Academic Calendar includes all important dates for benefit of the students. Details pertaining to Commencement of Classes, Working Days, Holidays, tentative dates of Internal Tests and End Semester Examinations to be conducted by the affiliating University, List of activities to be conducted across the session, important days to be Observed at the college, Last working day etc are put into the Academic Calendar. The different departments of the college, the IQAC, the Examination and Other Cells as well as other service agencies in the college including NSS NCC follow the Academic Calendar in planning and conducting different activities. On the whole, the institution strictly adheres to the Academic calendar and any modification thereof following notification of the Government, UGC, Affiliating University or for any unforeseen reasons is dully notified to the students well ahead of time. All notices are displayed in the college Notice Board as well as uploaded in the college Website for timely and wider circulation.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://www.rabindrasadangirlscollege.in/Sylllabus.aspx

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG(Arts)	BA	BA	306	106	34.64
UG(Com)	BCom	BCom	17	4	23.53

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://www.rabindrasadangirlscollege.in/iqac-files/sss/SSS%202017-18.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	00	NA	0	0

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NA	NA	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nill	NA

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
Nill	NA	0	00

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Economics	2
History	1

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	Nill	0	00	0

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nill	0	0	00

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	0	2	0	0
Presented papers	2	0	0	0

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Summer Camp	Organised by NSS Cell, R. S. Girls College, Karimganj	4	28

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	0

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NA	NA	NA	0	0

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NA	00	NA	00

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Nill	Nill	00

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	Nill	NA	0

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
12780000	8740531.8

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing

Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Laboratories	Existing

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
00	Nill	00	2023

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	18384	1050433	176	55660	18560	1106093
Reference Books	403	182257	0	0	403	182257
Journals	10	6522	1	5000	11	11522

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nill

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	29	1	29	2	0	4	0	2	15
Added	11	0	0	0	0	0	0	0	0

Total	40	1	29	2	0	4	0	2	15

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

2 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	[NA](#)

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
200000	292672	4200000	4058733.8

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Rabindrasadan Girls' College involves a full participation approach from different persons for enhancing the teaching learning environment. Several committees/cells are formed by the college authority which gives necessary solutions from time to time for overall management and smooth functioning of the entire academic and support facilities. The college management i.e., Governing Body (GB) gives required inputs and support to the College authority for smooth functioning of college.The committees comprises of teaching, non-teaching staffs, students, parents and sometimes external experts as required. The various committee/cells are 1. College DevelopmentCommittee 2. Purchase Committee 3. Sports Committee 4. Library Committee 5. Hostel Committe Strategies for maintaining utilizing physical facilities: Staffs are employed to maintain hygiene and cleanliness at wash rooms, Common rooms, Class rooms, Laboratories, Library, hostel, office etc. Carpenters are employed time to time for maintenance of the 331 desks, 233 bench and 34 chairs and other wooden items at the college. The college has regular electrician who does the inspection for the fans, AC's, inverter,generators and other electrical items. Strategies for maintaining utilizing academic facilitieseg laboratories: For the smooth functioning of computers, cameras and other ICT equipment's are regularly checked by engineers and mechanics. The computer laboratory has 10 computers, one digital black board, speakers, all in one desktop and projector. All the computer science practical examination is held at computer Laboratory. The faculty and students of Mass Communication records the events organized by various departments of the college, the DSLR camera of Mass Communication

department is used to record all the events. Library: Library has a collection of books, journals, newspaper, previous year question papers,syllabus etc. Total collection of books is 18560, library has subscription of 11 journals, Two national newspaper and two Bengali newspaper. The reading capacity of library is 50 students. Xerox,internet and printing facility is available in the library. Books are purchased in consultation with the HOD's in the library committee. Sports Complex: Sports committee looks after the maintenance and utilization of sports equipments of the college. The various indoor games available at college are Chess, Carom, Chinese Checker. There is a Basketball Court atthe college where students can practice the different outdoor games like Cricket, Badminton, Football, and Volleyball. Students also participate in the inter college cricket, football, badminton tournaments held at state level. The sports committee sent the selected students to take part in different games organized in district and state level. In those competition the students of R.S. Girls' College were able to carry the pride to the college. A Badminton Competition within the college campus was conducted to maintain friendly relation among the teaching and non-teaching staffs. The following games and events were organized among the students -Race (100m and 200 m),Shot Put, Discus Throw, Javelin Throw Kabaddi, Football, Tug of War, Needle Race, Blind hit, Go AS you Like, Badminton (single/Double).

http://www.rabindrasadangirlscollege.in/policy-files/Procedures%20and%20policies%202017-2018.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fee Waiving Scheme Of the Government of Assam	905	1209598
Financial Support from Other Sources			
a) National	Ishan Uday, Post Matric Scholarship	12	723000
b) International	NA	0	0

No file uploaded.

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Awareness Programme on Yoga	13/11/2017	57	NSS Cell, R. S. Girls College, Karimganj
Personal Counselling and Mentoring	21/04/2018	65	IQAC, R. S. Girls College, Karimganj

No file uploaded.

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2017	Students Guidance and Career Counselling Programme on Benefit of Studying MBA	67	67	13	11

No file uploaded.

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NA	0	0	NA	0	0

No file uploaded.

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	5	BA	English	Assam University, Silchar	MA
2018	6	BA	Bengali	Assam University, Silchar	MA
2018	1	BA	Political Science	Assam University, Silchar	MA
2018	2	BA	History	Assam University, Silchar	MA
2018	1	BA	Economics	Assam University, Silchar	MA
2018	6	BA/B.Com	Pass Course	Assam University, Silchar	MA

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nill	0

No file uploaded.

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
100 M Race	Institutional	22
Cricket Competition	Institutional	24
Carrom (Double) Competition	Institutional	16
Musical Chair Competition	Institutional	15
Tag of War	Institutional	10
Rabindra Sangeet Competition	Institutional	8

Rabindra Nritya Competition	Institutional	5
Modern Song Competition	Institutional	10
Modern Dance Competition	Institutional	12
Drama Competition	Institutional	2

No file uploaded.

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	NA	Nill	0	0	NA	NA

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

In accordance with the democratic norm of the country the college also embarks on the path to provide students with an elected body of their own to fulfil their democratic aspirations within the premises of the college. The College Students' Union comprises of 12 members headed by the Principal who is the president of the apex students' body. The college has an elected Students' Union which represents students' participation in the academic as well as administrative activities of the college. The administration takes into account the opinion of the Student Council in implementing various plans for the development of the college. The portfolio holders of the students' body organize and manage various activities like college week, sporting and cultural functions at various levels, and at the same time render valuable services during natural calamities and other social awareness programme.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

NIL

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The effective leadership is visible in various institutional practices such as decentralization and participative management. Being a provincialised college Rabindrasadan Girls' College has an in-built three tier system of academic administration and leadership. At the apex of the system, there are the affiliating university and the Government of Assam. Principal of College being the head of the institution is the overall head of both the academic and administrative affairs of the college at the institutional level. The Governing Body: For the purpose of ensuring participation of stake holders in academic and administrative decisions and effective management of the institution, the College has a Governing Body with adequate representation of faculty members, ministerial staffs and guardians of the students. Further, to ensure maintenance of academic standard and follow-up of Government and UGC guidelines, the Governing Body has also representatives from the affiliating university. The very structure and composition of the Governing Body exhibits the principle and practice of participatory management in the organization. IQAC The Internal Quality Assurance Cell (IQAC) is constituted as per guideline of NAAC to ascertain overall quality in teaching-learning, administrative and Co-curricular activities. The IQAC coordinates with all the stakeholders associated with Administration, Academic affairs and Extension Activities which include, Academic coordinators, Head of the Departments, Librarian, Convenors of various Committees and Cells, Head Assistant and other office bearers of the College. The IQAC under the guidance of the Principal and GB has evolved a well- developed method to ensure quality yardsticks of academic and administrative activities. Academic coordinators are primarily in charge of spearheading and overseeing the implementation of curriculums. They also participate in the creation of effective teaching materials and programs in adherence to the educational standards, in the managent of the teaching staff, monitoring their progress, and making recommendations for improvements. Above all, academic coordinator enforces the institutions policies and regulations to ensure a safe and efficient learning environment for the students. Committees and Cells: Committees comprising teachers from different streams are constituted for smooth functioning of academic, extension and administrative

works of the institution. Some of the key committees/Cells that are visibly functioning throughout the academic session are: Admission Committee, Discipline Committee, Grievance Redress Cell, Anti-Ragging Committee, National Social Service (NSS), NCC Unit, Construction Committee, Planning Committee, Students' Welfare Committee, Library Committee, Digital Library Committee, Examination Cell, Women's Cell, Cultural Committee, Hostel Committee, Common Room Committee, Sports Committee, Prospectus Committee, Purchase Committee, Committee for SC/ST, Minority Cell, OBC Cell. In addition to the above Committee/cells, Result analysis Committee, Committee for holding elections to students' bodies, Career Counseling Committee, Seminar and workshop Committee also function so as to encourage participatory management in the institution. Convenor, students' welfare - To arrange for congenial living environment in the campus including Hostels for the students. To monitor day to day essential support required for academic and co-curricular activities of students. To arrange for special care of the weaker and needy sections of students.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Curriculum Development: The college being affiliated to the Assam University is not entitled to develop a curriculum or syllabi per se, which is the prerogative of the affiliating university, but has a free hand in introducing job-oriented self-financing courses in some disciplines such as computer courses. Nevertheless, a few members of the faculty are associated with syllabus framing, designing and in transaction, and being members of Board of Undergraduate Studies play a vital role in the framing of curriculum design and execution. In addition to that, some teachers are involved in framing the syllabus of the short term/ vocational courses that are conducted by the college. The university, moreover, depends on the feedback of the faculty in assessing the outcome of curriculum or syllabi transaction.
Teaching and Learning	Teaching and Learning: Some conventional pedagogic practices for teaching – learning processes are provided by the institution to maximize the students' ability and success. The avenues to enrich student experiences are • Audio-visual aid, • Computer and Internet accessibility. • Students' seminar. • Extra-curricular activities like sports, • NCC, Extension activity, field trips etc. • To develop total personality. • Language Laboratory to enhance students' communication skills. • Learner-centered activities like participative learning,

interactive sessions, student seminars, project work, assignments, problem solving exercises, practical/field work and use of audio-visual teaching aids. • Augmenting of teaching/learning through the e-resources available in the library.

Examination and Evaluation	Examination and Evaluation: In regard of examination, the college follows the rules and regulations prescribed by Assam University. The examination committee of the college adopts necessary measures to conduct sessional examinations, Semester examinations, Group discussions, Seminar presentations, AHSEC's examinations. The internal assessment evaluation system has been implemented by the IQAC. Transparency is maintained in evaluation process. Unit tests are held periodically to facilitate the process of evaluation, scrutinize them for remedial measures by the respective departments. The Examination Committee of the college oversees and coordinates all steps pertaining to examination and evaluation.
Research and Development	Research and Development: The Research Committee encourages and monitors research activities in the college. The committee facilitates and recommends the various MRPs to the funding agencies and guides the faculties for research works. Special duty leaves are granted to teachers to attend research conferences.The institution being an undergraduate college offering Arts and Commerce courses, has little scope and is not directly involved in research activities of the students. Nonetheless, keeping in mind the future prospects of the students, the college has made efforts in developing scientific temper and research culture and aptitude among students.
Library, ICT and Physical Infrastructure / Instrumentation	Library, ICT and physical infrastructure / instrumentation: The Library Committee of the college takes necessary steps for the proper functioning of the library. Updated books and well stocked library is available. A Building Committee and a Purchasing Committee are formed which function under IQAC. ICT based instruments and computers are purchased and used for computer Labs. Computer kiosks are provided for students in the library with internet connection. Photocopiers are available within the library for the use of students and teachers. Office is connected with 24x7 Internet facilities with CCTV surveillance.
Human Resource Management	Human Resource Management: The college being provincialised has to adhere to standard guidelines of the UGC and State Government pertaining to many features of human resource management. However, the college management takes conscionable action whenever the welfare of the staff and students are impinged upon or is under duress with the sole objective of creating a healthy work environment. The various committees of the college provide the momentum and generate the spirit of such an environment. Thus teachers are encouraged to participate in Orientation, Refresher Courses, Seminars and Workshops. These are directly related to career

	advancement of the teaching staff. The faculty is provided with reasonably well maintained and functional Office, a central library, common room, departmental rooms, and other technology driven teaching facilities so that they can carry out their work efficiently.
Industry Interaction / Collaboration	Industry Interaction / Collaboration: Efforts are on for industry interaction.
Admission of Students	Admission of Students: The college is witnessing a transition phase from Manual admission procedure to computerized system. At the beginning of new academic sessions the advertisements are published in local news papers for admission of the students • In the college prospectus, academic calendar, course fees, course details are mentioned and in the college website all the necessary information are uploaded • Students are admitted both in the arts and commerce streams on merit basis. In selecting students for major subjects screening tests are also conducted by the departments.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Administration	One fingerprint enabled Biometric device attendance management for the Teaching and Non-Teaching employees.
Planning and Development	To cope up with the developments of education sector as a whole, the college authority is preparing for an Enterprise Resource Planning (ERP) system that will be included in near future.
Finance and Accounts	The salary of employees is credited online by the software FinAssam used by Ministry of Finance, Govt of Assam. PMFS (Public management financial system) is used to utilize the schemes of Govt. of India (Our college received and utilized RUSA funds using this portal).For the fees management, RSGC ERP software is used for the fee collection (during admission and examination) from the students.
Student Admission and Support	At the beginning of new academic sessions the advertisements are published in local news papers for admission of the students • In the college prospectus, academic calendar, course fees, course details are mentioned and in the college website all the necessary information are uploaded • Students are admitted both in the arts and commerce streams on merit basis. In selecting students for major subjects screening tests are also conducted by the departments.

Examination	The result is declared through university website for which, link is provided in the college website. The results of internal sessional examinations are uploaded in the college website and respective departmental WhatsApp groups.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NIL	NIL	NIL	0

No file uploaded.

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	One day workshop on evaluation of answer scripts organized by IQAC	NA	15/08/2017	15/08/2017	24	0
2018	One day Orientation Programme on Teaching-Learning Methodology organised by IQAC	NA	18/04/2018	18/04/2018	23	0
2017	NA	One day Training Programme on Office Management through use of ICT organised by IQAC	05/09/2017	05/09/2017	0	3

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Four Day Training Programme on SPSS organised by Dept. of Statistics, Assam University, Silchar	1	10/04/2018	13/04/2018	04

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
R.S GIRLS COLLEGE EMPLOYEES THRIFT CREDIT COOPERATIVE SOCIETY Ltd.	R.S GIRLS COLLEGE EMPLOYEES THRIFT CREDIT COOPERATIVE SOCIETY Ltd.	STUDENTS WELFARE FUND

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution maintains proper transparency in the financial aspects among the various stake holders. The financial audit has been constituted from time to time for proper execution of managerial works. Both internal and external audit is conducted for smooth running of the financial transactions of the institution. Internal audit is done by the auditor appointed by the Governing Body. External Audit is done by Director of Audit (Local fund). They verify and confirm all financial transactions and the report is submitted to the higher government authority. For queries, the college authority provides clarification with necessary evidential documents. Financial audit at Rabindrasadan Girls College is done at two different levels, Internal Audit External Audit. Internal Audit is done by the internal auditor.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose

NIL	0	NA

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6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	Yes	Rabindrasadan Girls College Academic Audit Coommittee
Administrative	No	NA	Yes	Rabindrasadan Girls College Administrative Audit Committee

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The college organizes parent-teachers meet regularly to discuss the activities related to academic and co-curricular excellence of their wards. Interaction among teachers, parents and the principal of the college generally takes place at the time of admission when counselling of the students amp parents are held. They are made aware of the rules and regulations of the college and are also made aware of different subject combinations and their scope in later life. Meetings are also held on other occasion to apprise the guardians regarding lower attendance in class and poor performance in the college examination of their wards. Suggestions are sought from the parents and co-operation is solicited from them in this regard. The Hostel Committee along with the Principal holds meetings with guardians of hostel inmates at the beginning of the session, and later if situation demands.

6.5.3 – Development programmes for support staff (at least three)

1. Training programme on the Office Management through use of ICT 2. Awareness Programme for maintaining Campus clean. 3.Behavioural Skills trainging Programme to Enhance Efficiency and Performance in workplace.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Enhancement of Quality Teaching by introducing ICT facilities 2. Development of Infrastructure facilities 3. Enhancement of library resources

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	One day counselling for newly admitted students	05/07/2017	05/07/2017	05/07/2017	200
2017	One day orientation programme on code of conduct of students	01/08/2017	01/08/2017	01/08/2017	180
2017	One day workshop on evaluation of answer scripts	08/11/2017	08/11/2017	08/11/2017	25
2018	One day workshop for participation of NCC and NSS students in extension of activities	16/01/2018	16/01/2018	16/01/2018	75

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness drive on "Promoting voters for casting of votes"	15/11/2017	15/11/2017	165	0
Training program on "Women safety"	19/01/2018	19/01/2018	150	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
1.The institution takes initiative to make the college campus eco-friendly organizing awareness programme such as cleaning, plantation of saplings, and plastic free zone. 2. Energy efficient appliances are used as far as practicable in the college to save energy..

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Nill	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nill	0	0	Nill	00	NA	NA	0

No file uploaded.

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Hand Book on Code of Conduct for all stake holders	26/06/2017	Code of Professional ethics for teaching staff of the institution is the same Code of professional ethics as given by UGC in UGC Regulations on maintenance of standards in Higher Education 2010. For the Governing Body of the college Assam Collège Management Rules now called The Assam Provincialised Colleges and Assam Non-Government College Management Rules 2001 and for all including non teaching staff, the Assam Provincialised Colleges and Assam Non-Government College Management Rules are followed.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Observation of Teachers Day	05/09/2017	05/09/2017	161
Celebration of Youth Day	12/01/2018	12/01/2018	85
Observation of Yoga Day	21/06/2018	21/06/2018	55

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Cleanliness drive at college level.

Tree plantation Programme
Road safety awareness.
No Tobacco within the college campus including 100 miters radius outside the campus
Prohibition of single use plastics inside the college campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1.The faculty members take part in various academic programmes such as refresher courses and orientation programmes, faculty development programs for upgrading their knowledge and academic excellence. The Institution encourages the faculty members to engage themselves in effective research programme. 2.To enhance the level of efficiency for the Non-teaching staff in discharging official activities, capacity building workshop for "digitisation data management" was organized to raise and improve computer and interpersonal skills for non-teaching staff.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.rabindrasadangirlscollege.in/best-files/Best%20Practices%202017-18.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Established in 1962, Rabindrasadan Girls College has served its community and beyond since its founding. East Pakistans victims of the tragic split had not yet recovered from the trauma of uprooting their families. Many of these families had been forcibly removed from their homelands, and the first generation faced significant challenges when it came to establishing a stable financial footing. In order to provide a path to higher education for these girls, Rabindrasadan Girls College was conceived. Since then, there has been a huge influx of students looking for higher education in and around the town of Kanmganj, partially due to the large-scale movement of migrants from the East Pakistan, now Bangladesh. Rabindrasadan Girls College was established with the firm conviction that it will never pursue an exclusive or exclusive reputation. Through the years, the management of the College has worked hard to provide higher education to the most underprivileged members of society. It has always been a priority for the College to meet the demand for higher education among the socially and economically disadvantaged segments of the population spread out over a broad and diversified geographical jurisdiction.

Provide the weblink of the institution

http://www.rabindrasadangirlscollege.in/distinct-files/Institutional%20Distinctiveness%202017-18.pdf

8.Future Plans of Actions for Next Academic Year

• R.S.Girls' College wants to develop a National Level infrastructure both in terms of physical and knowledge based infrastructure. R.S.Girls' College would be investing Government Resources for proper development of its infrastructures like utilization of Government funds in building maximum number of digital classrooms, digital library, laboratory etc specific to the needs of various departments. • A multi-disciplinary (Arts and Commerce) institution requires a vigorous administrative infrastructure which is much different in terms of depth and scale compared to an institution focused on limited domains. Hence R. S. Girls' College will be utilizing Government Funds in scaling up administrative resources to meet the needs of the Institution. • For an institution it is absolutely necessary to attract students and faculties to promote the cause of Higher Education. R. S. Girls' College will take proper initiative in building up a strong brand rooted in excellence and value. • The increased intake of the students needs to be supported by increased infrastructure and learning resources. The college will be exploring various self financed courses to support this growth requirement through innovative financial plans. Focus will be given in designing events, seminars, webinars, workshops and training programs to enhance the perception of R.S.Girls' College as a Centre of excellence. The future plans of action of the college for the next academic session (2019-20) are as follow: • To cater to the need of the day the institution emphasizes on more ICT enabled class rooms to disseminate knowledge among the students. • The institution has a plan to upgrade the library facilities by installing RFID (Radio Frequency Identification Device). • Taking into account the growing demand of the students to accommodate themselves in the college hostel, the institution has a plan to increase the number of seats in the Hostel. • The institution will take initiative to organize skill Development program for non-teaching staff to enhance the quality of Non-teaching staff for discharging their duties more effectively. The college develops a notion to introduce Add On courses for job opportunities of the students. • The institution has a plan to introduce Office automation to ensure an updated data management system in the college. The Office automation includes an online archiving of student, faculty and staff database with necessary details. • . The college chalks out a plan for career guidance and counselling programme such as Organization of workshop, seminar and job oriented services by the Career Counselling and Placement cell. The college plans to organize interactive sessions of final year students with skilled professionals and alumni. • The IQAC will take measure for Organizing seminars and workshops to promote the quality improvement strategies related to teaching learning, research, extension and extracurricular activities. • Keeping parity with National mainstream the college takes initiative to organize workshop for the use of E-resources by the faculty members. • The college encourages the faculty members to increase research publications in high level indexed journals and to undertake research projects sponsored by various funding agencies. • The college expects