Yearly Status Report - 2016-2017

Part A	
Data of the Institution	
1. Name of the Institution	**RAMKRISHNA MAHAVIDYALAYA**
Name of the head of the Institution	**Sri Tapas Dasgupta**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03824295005**
Mobile no.	**9485008471**
Registered Email	**rkmahavidyalayakls@gmail.com**
Alternate Email	**rkm_kls@yahoo.co.in**
Address	**Ramkrishna Mahavidyalaya, P.O-Kailashahar, Tripura (U), PIN- 799277**
City/Town	**Kailashahar**
State/UT	**Tripura**
Pincode	**799277**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Sri Sasanka Ghosh**
Phone no/Alternate Phone no.	**03824295005**
Mobile no.	**9485008471**
Registered Email	**rkmahavidyalayakls@gmail.com**
Alternate Email	**rkm_kls@yahoo.co.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://rkmkls.ac.in/files/1.%20RKM_AQAR_2014-15_1629818261.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://rkmkls.ac.in/files/3.%20Academic%20Calender_2016-17_1629656637.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**C++**	**67.60**	**2004**	**16-Sep-2004**	**15-Sep-2009**
2	**C**	**1.89**	**2015**	**01-May-2015**	**30-Apr-2019**

6. Date of Establishment of IQAC	**19-Jul-2010**

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

	No Data Entered/Not Applicable!!!	
	View File	

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
		No Data Entered/Not Applicable!!!		
		View File		

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**4**
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 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)

No Data Entered/Not Applicable!!!

View File

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
No Data Entered/Not Applicable!!!	
View File	

14. Whether AQAR was placed before statutory body ?	**No**

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	2017
Date of Submission	27-Mar-2017
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)	The college uploads all necessary notifications and notices on the college website for easy communication from time to time. The admission process and its related notices and list of selected and waiting lists are uploaded to the website. The examination (internal and university) related notices are uploaded to the website. The stipend section uploads the eligible beneficiary details on the website for further quarries. The list of eligible student's credentials is verified by the stipend section in online mode and sent to the concerned Government bodies. The AISHE data regarding Institution is uploaded to the website. All the academic and administrative notices are disseminated through online platforms to the faculties. The communication from the Directorate of Higher Education and Institution is performed through an online platform. The teachers and Students exchange their thoughts and views through online platform groups at the departmental level. Teachers also share study materials through online platforms for easy access.

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

Ramkrishna Mahavidyalaya College is affiliated with Tripura University which is a Central University. College follows the curriculum as per the norms laid down by Tripura University. The curriculum is planned and implemented keeping in

mind that it serves the betterment of the students, society, and the goals set by the college. Every year an academic calendar is prepared as per the academic schedule of Tripura University. Each department is asked to prepare its own departmental schedules and maintain the proper records strictly. Accordingly, action plans are prepared by the respective Departments and a formal structured plan is submitted to the college head formally. Departmental shortcomings (if any) are discussed and sorted out at the earliest and the requirements of each and every department are met out on due time in order to achieve the goals set by the institution. Respective departments prepare their own set of goals as per the curriculum and adopt the best-suited teaching methods for the students. Faculty members are sent to attend faculty development programs in different parts of the country in this regard from time to time. Information and Communication Technology (ICT) is adopted at different levels to inform and interact with the students and the public at large. Steps are also taken to take at least 1 class per week through ICT by all departments. Importance is given more on continuous interaction with the students and proper guidance to them from time to time. Syllabus-related information or study-related notes, question papers, and assignments are uploaded through the college website and departmentally. Continuous evaluation process through project works, assignments, internal evaluation, and interaction with the students is followed. These are followed with the remedial classes for the students who are found to fall behind due to various reasons. Feedbacks from the concerned stakeholders are taken for self-evaluation. The feedbacks are taken positively and the shortcomings found are tried to be met professionally. Students are informed of their progress from time to time. Answer Scripts of their internal examinations are shown to them and assigned works submitted by them are discussed in order to mark further improvements in them. All records pertaining to students and intuition are duly maintained and registered for reference and the planning in future. Students are involved in the project works under various departments for a semester under the guidance of assigned teachers. Association and interaction with the college Alumni are rejuvenated on a regular basis both formally and informally. For the smooth function and implementation of the curriculum, expansion of the college's physical infrastructure for science departments is initiated.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Nil	Nil	Nil	Nil	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
View File		

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	Geography Major	01/07/2016

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

	Certificate	Diploma Course

No Data Entered/Not Applicable !!!

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
Nil	Nill	Nill
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained

The institution collects feedbacks for its self-evaluation from the concerned stakeholders from time to time in the prescribed format prepared by IQAC. The feedbacks are received on positive notes and is worked upon with good faith thereon. Each feedback is recorded and tabulated according to its category. This helps us to identify and work on our weaknesses in a more appropriate manner. On the basis of feedback received, a proper report is prepared and submitted to the head of the institution. After the review of the report by the principal, the report is discussed with the HOD's and the faculty members, of the institution. The report is sincerely discussed and from there on the weaknesses or suggestions pointed out through the feedbacks are tried to be met with utmost sincerity. It is worked upon in two-prong ways, one centrally, and the second department-wise. The record of the progress made on the discussed issue is properly maintained and submitted to the head of the institution accordingly. It is done departmentally and by the Convenors authorized to oversee the work and progress of the discussed issues.

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
No Data Entered/Not Applicable !!!				
View File				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	2287	Nill	59	Nill	Nill

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
No Data Entered/Not Applicable !!!					
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

A student mentoring committee is formed in the college, which included all the HODs and faculty as its members. The aim of the committee is to improve the academic performance of the students and to enhance the bonding between teachers and students. Emphasis is given to the students who lagged behind in their normal activities due to various reasons. Mentoring of the students in the institution is done at a departmental level. Counseling of the students is done on an individual level by the HOD's and the faculty members of the respective departments. The institution organizes various literal and cultural programmes department-wise and centrally from time to time. Those activities include speech and debate competitions, college magazine writings, Department wall magazines, sports activities, and cultural activities held from time to time. Students are encouraged to participate in those departmental and college activities to hone their skills and learn new qualities. This has encouraged students to take part not only in college-level programmes and competitions, but also in state and national level programmes too. They are also encouraged to participate actively in the NSS and NCC units' activities of the institution. Focus is made to increase the pass percentage of the college through remedial classes. Students are encouraged to take part in competitive exams and to communicate with the teachers to seek their guidance for their careers as and when required. Records of the previous students are maintained as much as possible. Their help and cooperation are sought by the department whenever needed in order to help the students for career guidance. When required parents of the students are informed and consulted for the betterment of the students who are found to fall behind in academic performance.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2287	59	1:39

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
48	41	7	Nill	17

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,	Designation	Name of the award, fellowship, received from Government or recognized

international level		bodies
No Data Entered/Not Applicable !!!		
[View File](#)		

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
No Data Entered/Not Applicable !!!				
[View File](#)				

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

Ramkrishna Mahavidyalaya is an affiliated college of Tripura University (A Central University). Therefore, Internal Evaluation is done as per guidelines of Tripura University. Through prospectus and arranging some induction program at the beginning of the semester students are acknowledged about the system of evaluation during the course of study. The internal examination management system and evaluation procedures are designed and monitored by the following bodies and committees • Controller of examinations, Tripura University • College Academic Committee • IQAC • Examination Committee of the college Teachers' Council During the six months of the semester maximum of two internal examinations are taken in MCQ as well as descriptive mode. Marks of which are added as 20 of the total marks of the final semester examination. Moreover, some sort of oral and written class tests are taken in regular intervals for continuous and comprehensive evaluation. Students' seating arrangement for internal and semester and final examinations was done more scientifically by allotting serial numbers only on the benches. As a result, they can easily find out their seats during the examination. Data of students' evaluation was computerized by some of the departments in a satisfactory manner so that any time it can be accessed easily as a ready reference. The college examination committee was able to keep student data computerized which in turn helped to organize internal and semester and final examinations. Special importance was given to the viva voice of the final semester students in connection with their project papers. Final semester students are assigned a project paper. Which helps them to understand the process and steps of preparing a full-fledged research paper. The college examination committee was able to keep student data computerized which in turn helped to organize internal and semester and final examinations. The respective teachers of the individual departments are communicated with the parents regarding internal evaluation outcomes for their future improvement.

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

The academic calendar for the major and General programmes is prepared by the senior teachers of the college. The admission for 1st semester major and the general program starts from the fourth week of June. The odd semester (1st, 3rd, and 5th) duration is from July to December. The first and second sessional examinations are held in September and November respectively. The semester-end final exam is held in December while the results are published in January. The even semesters (2nd, 4thand 6th) duration is from January to June. The first, as well as the second sessional examinations, are held in accordance with the academic calendar. Sometimes, some of the departments take one sessional

examination in each Semester. In the case of even semesters, the final semester examination is held in June and the results are published in July. The exact date for the sessional Examination is finalized by the examination committee under the Teachers' Council. The date of the final examination and the Schedule are published by the Controller of Examination, University of Tripura. The part III examination starts in the month of May and Results in the month of July last week to August. All other important dates related to holidays, vacations, cultural programs are mentioned in the academic calendar as provisional.

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)

https://docs.google.com/spreadsheets/d/1ZHJbcyBrcXj8bu9BVANb8Ygs-Fw-1uQO/edit#gid=778073401

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
No Data Entered/Not Applicable !!!					
View File					

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)

https://rkmkls.ac.in/files/2.%20Student%20Satisfactory%20Survey%20analysis%20%20%202016-17_1629826278.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
No Data Entered/Not Applicable !!!				
View File				

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
Nil		

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
No Data Entered/Not Applicable !!!				
View File				

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

Incubation	Name	Sponsored By	Name of the	Nature of Start-	Date of

Center				Start-up	up	Commencement
			No Data Entered/Not Applicable !!!			
			View File			

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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)
No Data Entered/Not Applicable !!!			
View File			

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
No Data Entered/Not Applicable !!!	
View File	

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
No Data Entered/Not Applicable !!!						
View File						

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
No Data Entered/Not Applicable !!!						
View File						

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
View File				

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
No Data Entered/Not Applicable !!!			
View File			

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
No Data Entered/Not Applicable !!!			
View File			

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
No Data Entered/Not Applicable !!!				
View File				

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
No Data Entered/Not Applicable !!!			
View File			

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
No Data Entered/Not Applicable !!!					
View File					

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
No Data Entered/Not Applicable !!!			
View File			

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
70.31	3.93

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
[View File](#)	

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
Nil	Nill	Nill	2021

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
[View File](#)			

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
No Data Entered/Not Applicable !!!			
[View File](#)			

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	76	2	0	0	42	2	13	10	17
Added	0	0	0	0	0	0	0	0	0
Total	76	2	0	0	42	2	13	10	17

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

10 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
Nil	Nill

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
2.8	1.81	3	1.59

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)

The Ramkrishna Mahavidyalaya College being a Government institute, works in the nature and process of Government policies. The institute being governed through Higher Education, Govt. of Tripura has to abide by its instruction. The Principal of the College by virtue of post is the custodian and supervision of the total administration process. The principal with the support and help of staffs, involving both teaching and non-teaching staffs executes the administration. There are several committees formed and for which convener and In-charge are being assigned. The Principal carry out decision and planning through the Teacher's Council meeting, Academic Committee etc. The Departmental heads also act as subordinates to the Principal, who are responsible in maintaining the respective Departments. Civil Maintenance: The committee which is responsible for civil maintenances of the College premises is 'College Development Committee' headed by the Convener and which primarily includes the faculty staffs of the concerned College. The committee looks after the beautification part of the College, designing fence and creating gardens in the premises. This committee is also responsible for overall maintenance of College premises like cleanliness, providing safe drinking water and other security measures of the College. Security and Issues: As the institute is under the Government, the authority solve some of the serious grievances issues and problems of the College by summoning and interfering help of SDM of the District, Municipal Council, PWD, and Police Department of the area whenever situation need arises and while these administrative Departments also responded well at the wake of call. The internal electrical division of PWD maintains electrical facilities in the college as and when required. Maintenance of Laboratory Equipments: The equipment and machineries in the Departmental laboratories are maintained by the Head of the Department with co-cordial support from the other faculty members in charge of the laboratories along with the helping hands of laboratory attendants. Maintenance of IT Infrastructure: The IT department looks at the overall maintenance of computers and internet connectivity, and procurement of hardware, software, and related types of equipment. The College website is designed and maintained by the IT department and hosted by NIC. Library Maintenance: The library is headed by an experienced librarian. He is supported by Assistant Librarian along with a number of sorters, supporting staff. In addition to the above, staff and attendants help the students with searching and lending the books. It is noted more trained staff are required in sorting out the large accumulation of the books. Maintenance of Sports Accessories: The College is equipped with necessary sports items and tools. All these sports types of equipment and accessories are maintained by the Department of Physical Education under Head/In-charge along with physical instructors and attendants. The prospect of opening Gym centre is in the Process.

https://rkmkls.ac.in/files/3.%20Procedures%20and%20policies%20for%20maintaining%20and%20utilizing2016-17_1629826129.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	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b)International	Nill	Nill	Nill

[View File](#)

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
No Data Entered/Not Applicable !!!			

[View File](#)

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
No Data Entered/Not Applicable !!!					

[View File](#)

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
5	2	4

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
No Data Entered/Not Applicable !!!					

[View File](#)

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
No Data Entered/Not Applicable !!!					

[View File](#)

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
No Data Entered/Not Applicable !!!	
View File	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

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
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students' Council of Ramkrishna Mahavidyalaya is a recognized and elected body of the college by the students. The students' general election is usually held in the month of August (last week) to September (2nd Week) every year as per the guidelines of the Directorate of Higher Education. The students' council is a representative of students in the college. The council members actively participate in various cultural, sports, extra-curriculum activities. Students' council works to coordinate with college students, teaching and non-teaching staff. The council places the grievances of students before the Authority for speedy action so that the raised problems may not arise again in the future. Students' council helps the Authority for maintaining discipline and also check the unwanted deeds inside the campus. Students' Council organized Fresher's Welcome every year with the help of the College Authority. Students' Council also organized College week on the campus where students participation is eye-catching. Students' Council actively participates and organizes various cultural programs. Students' Council also helps the Authority to organize seminars, workshops, conferences, and other related Academic programs from start to end. Students' Council extends their helping hands to the Authority in the time of admission process by assisting the staff and newcomers for admission by maintaining discipline and management. Student Council also helps the ministerial staff and students in the time of University Registration form fill up and University examination form fills up. Students' Council also does time to time cleaning and awareness initiative on the campus. Students' Council put placards and posters on the campus on environmental ethics and moral values. Students' Council observes various days like Netaji Janmajayanti, Republic Day, Independence Day, Gandhi Jayanti, College Foundation Day, Saraswati Puja, Millad, Kokbork Day, and Teacher's Day Celebration, etc. Students' Council also maintains the greenery of the campus with the help of the NCC and the NSS unit of Ramkrishna Mahavidyalaya. The student council also organize a blood donation camp with the help of NSS and NCC inside and outside the campus. Student' Council also engaged themselves in publishing a College Magazine named 'Sri' with the help of the College's Magazine and Cultural Committee where students and teachers are actively participated by giving their writings. The member of Students' Council actively engaged in the college developmental work as the Students' Council Vice-President and General

Secretary is a member of the College Development Committee. The Vice-President and General Secretary of the Students' Council is also a member of the College Discipline Committee and the college Science Forum.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

31

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

On 20.01.2017, the Annual General Meeting of the Alumni Association was held. In this meeting, a decision has been taken to clean the neighborhood (front side of the college) of the college. Accordingly, the Association did cleaning on 29.01.2017. In this meeting, Alumni Association also discussed the college canteen opening in the college. Feedback was also collected from Alumni Association in the Annual General Meeting.

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)

Ramkrishna Mahavidyalaya is a Government Institution and follows Government directives in forming various committees and cells. The college has a well-planned mechanism to decentralize the activities from the diverse corners. The Authority disseminates all the academic and operational works and responsibilities to different sub-committees for the smooth functioning of the college. The committees follow a common functioning system for the implementation of activities which help the teachers to show their leadership quality. The teachers' council is a general body of the college where all the activities are discussed for further action and meets in regular intervals. The Academic committee functions on college academic aspects and advises the authority on academic issues which arise from time to time. The admission committee is accountable for the smooth conducting of the admission process which is formed before the admission process starts. The examination committee is entrusted to implement all examination-related activities starting from internal assessment to University examination. College Development Committee has a key role to play i.e. infrastructure augmentation and maintenance is done through it. The college has a purchase committee, which is entrusted to function while purchasing the goods from vendors and. The Library committee looks after the library issues and fixes it by addressing the issues to Authority. Committee for Games and Sports are accountable for activities related to games and sports in the institution as well as sending teams/ individuals in other institutions. The committee for drama, literature and cultural activities and Magazine and social entertainment committee are functioned with the help of teachers and students' council on magazine publication, organizing cultural activities etc. Grievance redressal cell is entrusted to solve students' grievances at the earliest. Anti Sexual Harassment Cell is accountable for any issues related to sexual harassment in campus. Anti Ragging cell follows guidelines of the UGC and acts accordingly to mitigate the

issues related to Ragging on the campus. The equal Opportunity cell is entrusted to disseminate the knowledge of gender equality and other related issues. NSS regular activities are done by the NSS Programme Officer with the help of NSS Volunteers at the unit level. NCC parade and regular activities are done through NCC Programme Officer. College Discipline committee is accountable for maintaining the discipline in the campus and may take disciplinary action by consulting with college Authority. College has Career and Counselling committee which help the students in choosing their career for future. College has UGC committee which deals with funding and research activities of faculties. College has student coordination committee which deals with Students' council and faculties for college development. Girls and Boys room committee is dealing with the facilities and issues related to Girls and Boys common room. IQAC and NAAC Steering committee is accountable for NAAC related works. The college has a RUSA committee that is entrusted to utilize the RUSA fund for college development with the help of the CDC. The planning committee prepares the perspective plan for the college development. The college seminars and other departmental activities are looked after

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
Admission of Students	• Admission of student is done as per the norms set by Tripura University. • Admission criteria and declaration are made by department of Higher Education of Tripura. • The process of admission is done on the basis of merits of the students and as per guidelines issued by the Department of Higher Education, Govt. of Tripura.
Industry Interaction / Collaboration	• The college is located in a remote part of the country and communication facility is not well developed. Hence collaboration with industry is not done dill date. • Industrial visit of a tea processing unit in a nearby tea estate is done by different departments.
Human Resource Management	• Management of human resource is done in a democratic way. • The Students' Union Council looks after the students' interest. The SUC is guided by the Principal as the President. Members of SUC are elected annually as per govt. directives. • In academic sphere, the Teachers' Council extends its helping hand to the authority in various aspects for smooth functioning of the institution. • Discipline Committee, Anti-rigging Cell, Grievance Redressal cell and Anti Sexual Harassment cell have been constituted for greater interests of the students and the college. • A core committee

		comprising of three senior faculty members helps and gives various suggestions to the principal for overall upgradation of the college. • Career Counselling cell in actively involved in guiding the students. • The NCC unit is very active in gives training to the cadets and organising various camps. • The NSS unit of the college actively participates in blood donation, disaster management and other social works. • Eco Club and Red Ribbon Club are also vibrant in the college.
	Library, ICT and Physical Infrastructure / Instrumentation	• Library is equipped with book shelves with books of different subjects. • Computer, Internet facility and photocopier are functional in the library. • Library has separate reading space for teachers and students. • Text books and reference books are purchased for the students as and when fund is available. • Toilet facility is available in the library. • College has separate academic blocks for Science, Arts and Commerce streams. There also exists a separate Administrative Block. • Two well-equipped computer labs with internet facility are functional in the college. • There is a common room for girls' students with good siting arrangement, amusement and water facility. • College has a large stadium for games and sports. • Hostel facility is available for the students of Religious Minority group. • A community hall and an ICT enabled conference hall are there in the college. • Type-IV and Type-III quarters are available for teaching and non-teaching staffs. • Electric Generator facility is available in the college. • A hostel for working women, a common Room for boys and a canteen are being constructed. • Initiative has been taken for construction of a gym in the college.
	Research and Development	• Few faculty members have MRP and others areencouraged to undertake MRP. •Infrastructural support suchas library, laboratory and reprographicfacilities are provided in thecollege. • Institutionalsupport is provided in the autonomy ofthe principal investigator. • Internetfacilities are ensuredfor carrying out research work. •Teachers are sensitized to

	submitseminar/workshop proposals. • Science forum takes active initiation for organizing popular lectures on various issues from different departments.
Examination and Evaluation	• As per guidelines of Tripura University, two sessional examinations for each semester are conducted by each department of the college. It includes both theoretical and practical exam.Theoretical examinations are conducted in pen-paper method. • At the end of each semester, Tripura University conducts Semester End Examination. • Faculty members get deployed for setting question papers and central evaluation of answer scripts of Semester End Examinations conducted by Tripura University.
Teaching and Learning	• At the beginning of each academic session, class routine is prepared separately for Physical Sc., Bio Sc., Arts and Commerce streams. • The HOD of each department divides the syllabus amongst the departmental faculty members and prepares a plan for timely completion of the syllabus. • Class tests are conducted to judge the level of understanding of the students. • Remedial classes are occasionally taken for weaker section of students. • Technology enabled teaching-learning process through LCD projector is used in most of the science department. • Faculties from nearby colleges are sometimes invited for delivering lectures on popular topics. • Students' induction programmes are also organized to make the students aware about University Examination System. • Field study and study tour are conducted by the Social Science and Sciencedepartment as prescribed by theUniversity. • IGNOU Study Center and Distance Education Center are functional in the college.
Curriculum Development	The college follows the syllabus and curriculum of Tripura University. Hence, no separate internal curriculum is designed by the college.

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

E-governace area	Details
Planning and Development	The college's Planning and Development Committee consisting of faculty members plans and executes the

	extension of the college and the expansion of the infrastructure of the different departments, considering the amounts of grants available. The committee keeps the records of these on the computer.
Administration	The college always makes great effort to achieve latest tools to run the functioning of the administration in an orderly manner. It has a Management Information System. Most of the administrative work of the college is performed online. The college website displays notices regarding admission and programs to be held, reports of current events, photos of different programs observed and organized by the students and teachers, job advertisements, quotations, etc. Most of the student information and Accounts documentation is maintained in digital form.
Finance and Accounts	The college maintains the records of, staff salaries, finance and accounts in the computers. The process of online of transfer of staff salaries is introduced. The college students get their scholarships online through their bank accounts. The college conducts regular audit of the yearly books of accounts for transparency in financial transactions. The administrative office keeps the Books of Accounts to support the process of auditing.
Student Admission and Support	The admission committee of the college regulates the admission process as per the guidelines of the Directorate of Higher Education. The college publishes the admission merit list of the applicants, preparing the list using computer software. It forms Help Desks to aid the applicants in filling up the admission forms and submitting the filled-up forms with the requisite fees.
Examination	The Examination Sub-committee of the college timely conducts Internal Sessional Examinations. Respective Departments keep the records of marks of Internal Sessional Examinations and upload them to the Tripura University web portal. The Examination Sub-committee also helps the students to fill up university examination's forms with the help of ICT tools and keeps their records. The college provides

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
No Data Entered/Not Applicable !!!				
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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)
No Data Entered/Not Applicable !!!						
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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
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Leave Travel Concession (LTC), Medical reimbarcement scheme, Differently abled welfare scheme, Sterilization Scheme	Leave Travel Concession (LTC), Differently abled welfare scheme, Sterilization Scheme	Scholership are provided to the students as per different Government bodies (State Central). Staipend Section of the institute look after this.

6.4 – Financial Management and Resource Mobilization

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

•The records of finance and accounts are properly maintained by DDO and

Accounts Section of the college. • Store and library verification is done at regular intervals by concerned committees. • Practical based departments maintain stock registers of laboratory equipment and chemicals and the same is verified by the Head of the Institution. • Each department maintains a registrar for departmental books which is monitored by the HODi/c. • External audit by A.G. is done every ten years. The last A.G. audit was done in 2009. • Department of Higher Education has conducted audit in January, 2017. • Academic and administrative audits are conducted by IQAC every year.

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	Nill	Nill

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6.4.3 – Total corpus fund generated

0

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	Nill	Nill	Yes	IQAC
Administrative	Nill	Nill	Yes	IQAC

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

The institution does not have a parent-teacher Association, although parents and teachers interact informally at the departmental level. From the interaction of parents and teachers, it has come out with the following points for improvement: 1. The lacuna between the Teaching method and students' learning mechanism. 2. Students' future career possibilities. 3. Students' performance in the internal and final examination and further action for improvement. 4. Students' all-around character development imitative from both the end. 5. Teachers urge the parents to monitor their wards at home regarding studies. 6. Parents urge the Teachers regarding mentoring their wards in the campus as well as off-campus.

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

1. Workshop on University OMR Registration Form Fill-up 2. Workshop on College Admission Process 3. A Talk on Work Ethics

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

1. Formulation of Structured feedback collection system 2. Academic and Administrative Audit 3. Library Maintenance 4. Seminars and Awareness Programmes

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
<td colspan="6" align="center">No Data Entered/Not Applicable !!!</td>

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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
Lecture on Women and Society	17/11/2016	17/11/2017	32	19

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
It is done through the participation of students in the seminars, workshops, tree plantation, cleaning drive, and celebration of various environment-related days. Students are also guided by the teachers to use minimal electricity and stop using unnecessary electric items inside the classroom as well as at home. Students are also instructed by the respective teachers (at the Departmental level) to switch off the electric properties of the classrooms and corridors before leaving the campus. Students participate in field visits/ field trips to understand the importance of the environment, anthropological interventions on the environment, and its sustainability for future generations. It is also done through soft skill studies like environmental studies (3rd Semester) and Disaster Management (6th Semester) papers at the institution level as all the semesters have compulsory Foundation course papers. Students are also made understand through field survey report preparation work and project work in the sixth semester

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nill
Provision for lift	No	Nill
Ramp/Rails	No	Nill
Braille Software/facilities	No	Nill
Rest Rooms	Yes	1
Scribes for examination	No	Nill
Special skill development for differently abled students	No	Nill
Any other similar facility	No	Nill

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	Nill	Nill	Nill	Nill	Nil	Nill	Nill

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

Title	Date of publication	Follow up(max 100 words)
Students Rules and Regulations	05/07/2016	Students are informed to follow the college rules and regulations strictly. If any student found disobeying the rules and regulations, then disciplinary action may take on that particular student.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			

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

1. Teaching and non-Teaching staff and students are advised to use electricity in an economic manner and assigned staff to look into this matter. 2. Seminars, workshops, lectures are organized by the college from time to time regarding the importance of environment and cleanliness. 3. In the student induction/ orientation programme, apart from student's rules and regulations, students are also asked to maintain the cleanliness and greenery of the campus. 4. NSS and NCC are working continuously to maintain the cleanliness and greenery of the campus. 5. Teachers also participated in the cleaning programmes organized by various depts. and at the college level. 6. E-waste generation of college are kept in a separate room in the campus and sealed the room. 7. Every year trees are planted in and around the college campus to make the campus green and also for a sufficient supply of O2. 8. The dead plants are substitute with new plants so that the greenery cycle is in a balanced state on the campus. 9. Posters and pamphlets are put on the notice board and area fixed for that purpose where the message is given to make the campus eco-friendly. 10. Teachers are advised to buy chemicals from various depts. in minimal quantity, so that department may avoid expiry and disposal. 11. The students are performed various eco-friendly activities to spread awareness. 12. The generation of waste is collected by college staff from various corners of the college and KMC collects those in a routine manner.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Practice – I Academic Activities, Programmes and Research: The College

authority continuously focuses on students' progression, evaluation, and teaching-learning processes. The authority keeps developing a sound environment for academic activities on the campus. Students are mentored at the departmental level by the concerned departmental students. Faculties encourage the students to do visit the library every day whenever get time. The students of Ramkrishna Mahavidyalaya continuously engaged in laboratory works to know more about the things which are framed in their respective syllabus. Students of Ramkrishna Mahavidyalaya go for field trips organized by the respective department to experience reality. The students also do projects in the last semester of their program individually. Students also do field work-study and prepare reports of that particular study. The college faculties are actively organized and participate in various academic lectures, seminars, workshops, and other related programs and awareness programs where students also participate. All these programs and activities motivate the faculties and students to work further and more efficiently and help the students to develop the scientific mind and understand the beauty of Science. The faculties of various departments are engaged in research projects funded by state and national agencies. Practice – II Cultural and co-curricular activity: The cultural and co-curricular activities of this college play a significant role to develop the overall potentialities of the students. Students of this college come from diverse cultures and social backgrounds. Keeping in view of the diverse cultural aspects, the college celebrates fresher's welcome program, Milad, Kokborok day, Foundation day, college week, and other related cultural programs. The Students of this institution actively participate in such programs. Students of Ramkrishna Mahavidyalaya also participate in cultural programs organized by other organizations off-campus. Students also actively participate in sports activities to make them physically active and mentally sound. NSS and the NCC unit of Ramkrishna Mahavidyalaya actively participate in various activities. NSS volunteers and NCC cadets usually go for outreach programs. NSS volunteers donate blood individually or in camps organized by the Institution or other Institutions or other organizing bodies.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://rkmkls.ac.in/files/3.%20Best%20Practices_2016-17_1629828390.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

The vision of the institute is to give man-making education where every student apart from classroom teaching is also imparted knowledge about the role of the individual in the society. The students are encouraged to help society in distress in whatever way they can. They are also encouraged to study hard so that they can achieve the desired result. The student community is also encouraged to undertake various physical activities of their choice. The student community of this college gets a chance to serve society through the NSS wing of the college. The priority of the institute is to make the student excel in their education. Also organizing various departmental seminars, awareness programs, debates, etc are the part and parcel of this institute. The faculty staff of this institute is encouraged to undertake various faculty development programs to sharpen their knowledge for their personal benefit and that of students as well.

Provide the weblink of the institution
https://rkmkls.ac.in/files/3.%20INSTITUTIONAL%20DISTINCTIVENESS2016-17_16298265 47.pdf

8.Future Plans of Actions for Next Academic Year

1. Organize seminar/ conferences/ workshops/ Other awareness programme 2. Academic and administrative audit 3. Students' orientation/ induction programme 4. Organize Staff empowerment programme 5. Collection of feedback from concerned stakeholders 6. Maintenance of internet connectivity and laboratory and upgradation and renovation of smart classroom