ACADEMIC & ADMINISTRATIVE AUDIT REPORT

2020-21

Rammohan College

102/1, 85A, 85B, 85C & 85D-Raja Rammohan Sarani

Kolkata-700009

West Bengal, India

Members of the Audit Team

1. Shri Debasish Biswas, Inspector of Colleges, University of Calcutta, Kolkata

2. Dr. Jaydeep Sarangi, Principal, New Alipore College, Kolkata & State Level Mentor, Appointed by Govt of West Bengal

3. Dr. Anupama Chowdhury, Principal, Women's College, Calcutta

4. Dr. Samrat Bhattacharjee, IQAC Co-ordinator, Scottish Church College, Kolkata & District Level Mentor, Govt of West Bengal

5. Dr. Saswati Sanyal, Principal, Rammohan College, Kolkata

6. Dr. Krishnendu Sarkar, IQAC Co-ordinator, Rammohan College, Kolkata

Part A

Data of the Institution

1. Name of the Institution : Rammohan College
   - Name of the Head of the institution : Dr. Saswati Sanyal
   - Designation : Principal
   - Does the institution function from its own campus? : Yes
   - Phone no./Alternate phone no. : 03323505687
   - Mobile No : 9830170834
   - Registered e-mail : rmc.tic85b@yahoo.in
   - Alternate e-mail : saswati.sanyal1960@gmail.com
   - Address : 102/1, 85A, 85B, 85C & 85D-Raja Rammohan Sarani
   - City/Town : Kolkata
   - State/UT : West Bengal
   - Pin Code : 700009

2. Institutional status
   - Affiliated / Constitution Colleges : Affiliated
   - Type of Institution : Women
   - Location : Urban
   - Financial Status : Grants-in aid and UGC recognized Under section 2f and 12 (B)
   - Name of the Affiliating University : University of Calcutta
   - Name of the IQAC Coordinator : Dr. Krishnendu Sarkar
   - Phone No. : 03323505687

• Mobile	: 9830170834
• IQAC e-mail address	: rmc.tic85b@yahoo.in
3. Website address	: https://www.rammohancollege.ac.in
4. Whether Academic Calendar prepared during the year?	: Yes
whether it is uploaded in the Institutional Website	: Yes

5. Significant contributions made by IQAC during the current year

- Geen, Environment and Energy Audit
- Collected Feedback of Students & Teachers and SSS
- With RUSA Grants 2 floors constructed in the new campus on the existing building (New Science Building) and from the next academic session classes will be held in the newly constructed floors.
- An auditorium with all amenities constructed in the New Science Building.
- Enrichment of the Library with new books and Journal subscription
- The newly constructed Canteen in the New Science Building will start operating soon.

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Samiran Mondal, Dept. of Chemistry	WBDSTBT R&D	WBDSTBT, Govt of West Bengal	2022-2025	1365000/-
Dr. Santi Ranjan Dey, Dept. of Zoology	WB Biodiversity Board	Govt of West Bengal	2020-2021	50000/-
Dr. Santi Ranjan Dey, Dept. of Zoology	WBDSTBT R&D	WBDSTBT, Govt of West Bengal	2017-2020	512400/-
Dr. Sahana Mazumder	WBDSTBT R&D	WBDSTBT, Govt of West Bengal	2020-2021	419720/-
Dr. Sahana Mazumder	WBDSTBT R&D	WBDSTBT, Govt of West Bengal	2020-2021	481280

7. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Outcome Achieved
Geen, Environment and Energy Audit	Comprising energy audit, water audit, bio-diversity audit, green campus management

	audit, plastic waste management, carbon footprint audit and carbon credit audit. Rammohan College conducted Green Audit in association with ISP Green Development and Laboratories PVT. LTD. (An ISO 9001: 2015 & ISO 14001: 2015 Certified, QCI-NABET Accredited Environmental Consultant Organization)
Extension of the New Science Building	To accommodate more students in the classes
Extension of canteen facilities	For Students and Staff in the New Science Building
Establishment of Auditorium	In the New Science Building
Academic Audit	Academic Audit has been done successfully.
Applied to RUSSA for the remaining part of the Grants	To complete all the remaining developmental works in the new Science Building

8. Whether institutional data submitted to AISHE: Yes

Year: 2020-21   Date of Submission: 15/03/2022

9. Quality initiatives by IQAC during the year for promoting quality culture

Entity/Title of the quality initiatives by IQAC	Number of participants/ beneficiaries	Date & Duration
COVID-19 Pandemic: Defining New Normal (webinar)	267	04.07.20
BASIC CONCEPT OF UTM AND COORDINATE SYSTEM (Geography)	64	28.7.20
"LIFE WITH COVID: A STEP TOWARDS PERSONAL MANAGEMENT" -DEPARTMENT OF ZOOLOGY	310	3.8.20
Biology and Human Welfare (Online webinar)	36	7.8.20
"EMOTIONAL BRAIN: AWARENESS TO MANAGE BEHAVIOR AND RELATIONSHIP (Online webinar)	43	14.8.20
ROSALIND FRANKLIN BIRTH CENTENARY LECTURE SERIES (Zoology) (Online webinar)	40	28.8.20
Climate Change: It's Impact on the Youngest Island of the World-ICELAND (Online webinar)	55	4.9.20
"Chemistry for sustainable future" and Ergonomics and health: working from home under Covid-19	65	15.9.20
COVID 19: BIOLOGY, PATHOLOGY, IMMUNITY AND TREATMENT	45	16.9.20

(Botany)(Online webinar)		
VIRTUAL LEARNING: THE ROAD AHEAD (Library) (Online webinar)	67	18.9.20
Death Anniversary of Raja Rammohan Roy	45	27.9.20
Prof. Moumi Banerjee delivered the lecture on Rammohan Roy in a webinar organized by RMC & Rammohan Roy Memorial Museum. (Online webinar)	50	22.05.21
Online lecture series English Dept	110	5.8.21-8.8.21
Death Anniversary of Raja Rammohan Roy, Inauguration of book	40	27.9.21
Agroforestry for sustainable crop production, income generation and climate change mitigation	54	24.9.21
Current Environment issues and solutions	72	14.3.22
Hepatic and other primary cell isolation from human and animal tissues	43	25.03.22
Bengali department student's seminar	50	6.5.22
The border and the Beyond; Literature, Culture and Society (English)	76	13.5.22
250th Birth Anniversary of Raja Rammohan Roy by Rammohan College and Rammohan Roy Museum	82	22.5.22

10. Does the Institution have Management Information System?   : No

PART-B

11. New programme/courses introduced during the Academic year   : NIL

12. Programmes in which Choice Based Credit System (CBCS)/ elective course system implemented at the affiliated colleges (if applicable) during the Academic year : YES

13. Number of Add on /Certificate programs offered during the year   : NIL

14. Number of students enrolled in subject related Certificate or Add-on programs during the year: NIL

15. Number of students undertaking project work/field work/ internships: 1450

During the period 2020-2021 the College was closed due to Covid pandemic. However, all the schedule classes were conducted in the online mode. No field work was possible during that period. Students had the assigned Project in the online mode. Title of some of the projects as were carried out by the students are mentioned below:

- Water pollution in the locality
- Air pollution in a specific locality
- Benefits of medicinal plants

- Biodiversity assessment

- Analysis of socio-economic conditions

- Digital marketing

- Working capital management

- Waste & recycling

- Impact of Covid 19 in our environment

- Save tree & save environment.

16. Whether structured feedback received from all the stakeholders

Students	Teachers	Employers	Alumni
Yes	Yes	Yes	No

17. Number of sanctioned seats during the year: 1636

18. Number of actual students admitted from the reserved categories during the year: 116

19. No. of students enrolled: 942

Year - 2020													
			Number of Students	reserved category as per GOI or State Government rule					Number of students admitted from the reserved category				
Programme name	Programme Code	Number of seats sanctioned	admitted	SC	ST	OBC	Gen	Others	SC	ST	OBC	Gen	Others
B.A., B.Sc. & B.Com.	B.A., B.Sc. & B.Com. General & Honours	1561	895	344	94	265	858	0	51	2	48	794	0
M.A. & M.Sc.	Bengali & Human Physiology	75	47	17	5	14	35	4	5	0	9	33	0

20. Student-Full time teacher ratio: 15.7:1

21. Students mentoring system available in the institution?

Number of students enrolled in the Institution	Number of fulltime teachers	Mentor: Mentee Ratio
1635	99	15.7:1

- One to one correspondence during document verification and orientation programme

- Attendance Monitoring system

- Audio visual class room teaching to enrich academic ambient

- Personal interaction after class

- Encourage students for students' seminar and prepare models for exhibition

- Parent Teacher student meeting regularly.

- Students' Aid Fund

- Guided by teachers about different scholarships and Govt grants.

- Encourage students to participate cultural activities.
- NCC
- NSS
- During Covid-19 pandemic situation, each department organised counselling session for their mental fitness and too aware about the technical issues related to online Classes and Online Examinations.
- Organised national and international webinars to enrich their knowledge beyond the syllabus of course of study.

22. Details of Full-time Faculty:

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of Teachers having Ph.D	No. of Teachers having NET/SET
87	78	9	1	50	21

No. of State Aided College Teacher	No. of Teachers having Ph.D	No. of Teachers having NET/SET
21	06	04

23. Teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the Academic year 2020-21 (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

Dr. Md Ahmadullah	Assistant Professor	Faculty development Programmes (FDP)	25-07-2020 to 31-07-2020
Dr. Mahfuz Alam	Assistant Professor	Faculty development Programmes (FDP)	25-07-2020 to 31-07-2020
Dr. Md Ahmadullah	Assistant Professor	Faculty development Programmes (FDP)	08-08-2020 to 09-08-2020
Dr. Moumita Datta	Assistant Professor	Refresher Course	12-08-2020 to 25-08-2020
Dr. Moumita Mondal	Assistant Professor	Orientation/Induction Programmes	31-08-2020 to 29-09-2020
Dr. Md Ahmadullah	Assistant Professor	Faculty development Programmes (FDP)	15-09-2020 to 19-09-2020
Dr. Mahfuz Alam	Assistant Professor	Refresher Course	10-09-2020 to 23-09-2020
Dr. Moumita Datta	Assistant Professor	Orientation/Induction Programmes	07-09-2020 to 06-10-2020
Dr. Ranajit Mandal	Assistant Professor	Faculty development Programmes (FDP)	01-10-2020 to 15-10-2020
Mr. Biswanath Sarkar	Assistant Professor	Faculty development Programmes (FDP)	01-10-2020 to 15-10-2020
Ms. Gargi Das	Assistant Librarian	Faculty development Programmes (FDP)	01-10-2020 to 15-10-2020
Mr. Manabendra Saha	Assistant Professor	Orientation/Induction Programmes	10-11-2020 to 09-12-2020
Dr. Ranajit Mandal	Assistant Professor	Orientation/Induction Programmes	10-11-2020 to 09-12-2020
Dr. Samik Acharjee	Assistant Professor	Orientation/Induction Programmes	10-11-2020 to 09-12-2020
Mr. Sanjay Kumar Paul	Assistant Professor	Orientation/Induction Programmes	10-11-2020 to 09-12-2020
Dr. Trina Kundu	Assistant Professor	Orientation/Induction Programmes	10-11-2020 to 09-12-2020
Dr. Subhankar Mandal	Assistant Professor	Orientation/Induction Programmes	10-11-2020 to 09-12-2020
Mr. Dipankar Mahapatra	Assistant Professor	Orientation/Induction Programmes	10-11-2020 to 09-12-2020
Ms. Gargi Das	Assistant Librarian	Orientation/Induction Programmes	10-11-2020 to 09-12-2020
Ms. Chayanika Roy	Assistant Professor	Refresher Course	24-11-2020 to 07-12-2020
Dr. Jagoda Roy	Assistant Professor	Orientation/Induction Programmes	10-12-2020 to 08-01-2021
Dr. Sibnath Sarkar	Assistant Professor	Refresher Course	14-12-2020 to 26-12-2020
Dr. Mahfuz Alam	Assistant Professor	Orientation/Induction Programmes	21-12-2020 to 28-01-2021
Dr. Samarendra Nath Banarjee	Associate Professor	Certificate Course	07-01-2021 to 20-01-2021
Dr. Piu Dhal	Assitant Professor	Refresher Course	11-02-2021 to 24-02-2021
Dr. Moumita Mondal	Assitant Professor	Orientation/Induction Programmes	11-02-2021 to 13-03-2021

24. Number of days the college was open: Work from home. Online classes and administrative work through online.

25. Results:

Total number of final year students who passed the university examination during the year: 555 (CBCS), 118 (1+1+1 pattern)

Total number of final year students who appeared for the university examination: 567 (CBCS), 122 (1+1+1 pattern)

Academic Year 2020-21 Pattern: 1+1+1 System			
Stream	Enrolled	Passed	Pass in %
BA (H)	10	10	100
BA(General)	87	84	96.55
BSc (H)	14	14	100
BSc (General)	8	7	87.5
BCom (H)	--	--	--
BCom (General)	3	3	100

Academic Year 2021-22 Pattern: CBCS System			
Stream	Enrolled	Passed	Pass in %
BA (H)	161	160	99.38
BA(General)	103	94	91.26
BSc (H)	152	152	100
BSc (General)	40	38	95
BCom (H)	97	97	100
BCom (General)	14	14	100

26. Number of papers published per teacher in the Journals notified on UGC website:

43

Department	No. of Publications
Chemistry	3
English	1
Zoology	2
Mathematics	3
Hindi	1
Physiology	8
Physics	1
Total	**19**

27. Books and Chapters in edited volumes/ Books published, and papers in National/International Conference Proceedings

Department	No. of Publications
English	1
Education	1
Physiology	1
Bengali	3
Physics	1
Sanskrit	1
Zoology	1
Total	**9**

28. Library is automated using Integrated Library Management System (ILMS)

Name of the ILMS software	Nature of automation (Fully/partially)	Version	Year of automation
KOHA	Partially	3.18.03	2016

29. The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc.

- Gallery (200 Seat Capacity)**:** 03
- Seminar Hall (100 Seat Capacity)**:** 02
- AC Seminar Hall (50 seat capacity)**:** 01

Laboratories
Physics**:** 5
Chemistry**:** 4
Mathematics: 2
Botany: 4
Zoology: 4
Physiology: 4
Geography**: 2**
Central Instrument: 1

Information Tech Lab (Commerce)**: 1**
Data Centre**: 1**
Language Laboratory**: 1**
Post Graduate Laboratory: 2
Class Room (80 Seat Capacity)**: 10**
Class Room (50 Seat Capacity)**: 20**
Canteen for students and staff**: 4**
Computer Assisted Laboratory: 10

Total Number of Computers: 65

Students (Laboratory/Arts/Commerce/General)	Library	Data Centre & Language Laboratory	office and accounts	Principal's Office
57	2	0	5	1

ICT Facilities

Zoology	Portable Projector
Zoology	Fixed Projector
Zoology	LED TV
Zoology	Overhead Projector
Commerce	LED TV
Botany	Portable Projector
Smart Class Room	Projector Smart Board TV
Physiology	Portable Projector
Bengali	Portable Projector
Auditorium	Fixed Projector
Film Club/MOOCs Room	LED TV
Small Auditorium	LED TV

Common Facilities are available for students:

1. One AC Auditorium for conducting workshop/student's seminar 800 Ft2

2. Two Auditorium for small cultural activities in New Building 1200 Ft2 each

3. Two Auditorium for conducting small cultural activities in old building 1500 Ft2 each

4. One "Open Air Stage" for Cultural Activities

5. One Large "Courtyard" for Outdoor Games viz. Badminton & Volleyball

6. One Large Common Room (300 Ft2) for Indoor Games viz. Carom, Chess, Table Tennis

7. One 300 Ft2 Yoga Centre & Multispecialty Gymnasium with modern machine and Yoga accessories.

8. One Language Laboratory for the students

9. One Data Centre for the students

10. One IT Room for MOOCS/Film Club/SWAYAM

11. Among the Gymnasium user 92.6% has an opinion that, physical activities gradually increased their attention in study. 40 % students regularly use Gymnasium

12. We are going to start the NCC programme of "C" certificate for students of Rammohan College under the category of 2nd Bengal Battalion

30. Scholarships and Financial Support:

- Number of students benefited by scholarships and free ships provided by the Government during the year: **206**
- Total number of students benefited by scholarships, free ships, etc provided by the institution: **1635**

Name/Title of the scheme	Number of students
Kanyashree (Govt of West Bengal)	74
Swami Vivekananda Merit-cum-Means Scholarship (Govt of West Bengal)	32
TSP	08
Post Matric	92
Total	**206**

31. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution: 5

32. Students qualifying in state/national/ international level examinations during the year (e.g., JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Name of the student	Year of passing	Degree obtained from college	State/ national level examination cleared
Shaiqa Barzam	2021	B.Sc	State government examination
Ranju Ray	2021	B.Com	M.com
Tarannum Jahan	2021	B.Sc	CTET
Dipa Das	2021	B.Sc	CUET, BHU, APGPCET, DTU, GU
MITALI SINGH	2021	B.Com	M.Com

33. Student Progression

Name of student who has been placed	Program graduated from	Year of graduation	Name of the employer with contact details	Pay package at appointment (In INR per annum)
Binita shaw	B.Com	2020	ICRA Analytics	NA
PAROMITA GUHA ROY	B.Sc	2020	Public Health Engineering	NA
Deshani Seal	B.Sc	2020	Bandhan Bank	NA
SHIDHI PATHAK	B.Sc	2020	INFOSYS	NA
Souravi Dutta	B.Sc	2020	INFOSYS	NA
Rajshree Singh	B.Sc	2020	Accenture	NA
Susmita Goswami	B.Sc	2020	Assembly of God Church School	84000
SUSMITA KUNDU	B.Sc	2020	Hotel R K International	NA
Sourima Das	M.A.	2020	Neelamber Construction Pvt Ltd	180000
Nabanita Guchhait	B.Sc	2020	Bandhan Bank	NA
Anuska Roy	B.Sc	2020	Bank of India	763680

Name of student who enrolled for higher education	Program graduated from	Year of graduation	Name of institution joined	Name of program admitted to
M Shafquat Parveen	B.Sc	2020	WBSTCTVESD	Pharmacy
Arwaa Sameen	B.Sc	2020	Osmania University	M.Sc
Samarpita Mallick	B.Sc	2020	IIT, Gandhinagar	M.Sc
Ankita Chakraborty	B.Sc	2020	IISWBM	MBA
Shazia Bano	B.Sc	2020	Sarif B.Ed Colieg(WBUTTEPA)	B.Ed
Baishakhi Mondal	B.Sc	2020	BBAEU	B.Ed
JAYASREE GHORAI	B.Sc	2020	Jetking Institute	Masters in cloud computing
Debangana Basak	B.Sc	2020	Calcutta University	B.Tech
Koyel kundu	B.A	2020	Calcutta University	M.A
Rima Ghosh	B.Sc	2020	NIT, Jamshedpur	M.Sc
Manashi Banerjee	B.Sc	2020	Calcutta University	M.Sc
Rishika Paul	B.Sc	2020	Kolkata Montessori Training	PGDME
Jeetsoma Chowdhury	B.Sc	2020	Calcutta University	M.Sc(Environmental Sc.)
SHIDHI PATHAK	B.Sc	2020	NSOU	M.Sc
Rajshree Singh	B.Sc	2020	NSOU	M.Sc
SUSMITA KUNDU	B.Sc	2020	RK mission, Comp education	Diploma(Computer)
Sourima Das	M.A.	2020	WBUTTEPA	B.Ed
Nabanita Guchhait	B.Sc	2020	WBUT	PG diploma(Finance)
Samarpita Mallick	B.Sc	2020	IIT Gandhinagar	M. Sc

34. Awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one)

Name of the award/ medal	Team / Individual	Level of competition (University / State / National / International)	Nature of competition (Sports / Cultural)	Name of the student(s)
Maximum Potraits	individual	National	Cultural	Janhabi Basak
Top 10 position - painti	individual	International	Cultural	Sourima Das
Silver medal - Karate	individual	National	Sports	Daraksha Islam

35. Extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc.,

Due to Covid-19 period, there is no outreach programme.

36. Whether the institution has registered Alumni Association? : Under process

37. The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc

Sl. No.	Name of the collaborating agency with contact details	Name of the participant	Nature of the activity
1	Department of Zoology, Faculty of Science, University of Kalyani (with Dr. Laishram Pradeepkumar Singh)	Dr. Samarendra Nath Banerjee	Knowledge sharing for Research purpose, hands on work
2	Sports and Excersice Physiology Laboratory, Department of Physiology,University of Calcutta (with Dr. Amit Bandyopadhyay)	Dr. Gouri Prosad Datta	Knowledge sharing for Research purpose, hands on work
3	Departmeny of Zoology, Ramkrishna Mahavidyalaya, Tripura (with Dr. Dipak Das)	Dr. Samik Acharjee	Knowledge sharing for Research purpose, hands on work
4	Department of Education, Murshidabad University	Dr. Mahfuz Alam	Student centric teaching learing purpose

5	In Vitro Carcinogenesis and Cellular Chemotherapy Division, Chittaranjan National Cancer Institute (With Dr. Arpita Chandra)	Dr. Samiran Mondal	Knowledge sharing for Research purpose, hands on work
6	Occupational Ergonomics Laboratory, Department of Physiology, University of Calcutta (With Prof. Somnath Gangopadhyay)	Dr. Sahana Mazumder Sen	Knowledge sharing for Research purpose, hands on work
7	Department of Physiology, Raja Narendra Lal Khan Women's College (with Dr. Dilip Kr. Nandi)	Dr. Gouri Prosad Datta	Knowledge sharing for Research purpose, hands on work
8	Sports Authority Of India, Kolkata (with Dr. Swapan Kumar Dey)	Dr. Gouri Prosad Datta	Knowledge sharing for Research purpose, hands on work
9	Post Graduate Department of Biotechnology, St. Xavier's College (with Dr. Sayak Ganguli)	Dr. Santi Ranjan Dey	Knowledge sharing for Research purpose
10	Institute of Reproductive Medicine, Salt Lake, Kolkata (with Dr. Pratip Chakraborty)	Dr. Kaustav Dutta Chowdhury	Knowledge sharing for Research purpose, hands on work
11	Department of Chemistry, Siksha Bhavana, Viswa Bharati (with Dr. Naznin Ara Begum)	Dr. Samiran Mondal	Knowledge sharing for Research purpose, hands on work
12	Department of Physiology, Faculty of Science, University of Kalyani (With Dr. Gautam Paul)	Dr. Samarendra Nath Banerjee	Knowledge sharing for Research purpose, hands on work
13	Department of Education, Ramkrishna Mission Sikahanamandira, Belur Math (with Dr. Abhijit Guha)	Dr. Madhab Ghosh	Knowledge sharing for Research purpose, hands on work
14	Naba Ballygaunge Mahavidalaya	Dr. Madhab Ghsoh	Student centric teaching learing purpose
15	Vivekananda College (Thakurpukur)	Department of Zoology, Rammohan College	Student centric teaching learing purpose

38. Institutional practices such as decentralization and participative management

Rammohan College follows the practice of decentralization and participative management in academics, administration and extra-curricular activities. The GB is headed by the President, Govt. Nominees, and Members of the Higher education council, University Nominee, Principal, three Teachers' representatives, one non-teaching representative and one student representative. The GB looks after the strategic level issues related to quality of education, management and consultancy. The Principal works on the advice and active co-operation of the IQAC, Teachers' Council Secretary and different sub-committees delegated with distinct responsibilities.

Decentralization in academic matters

1) The IQAC proposes different policies for quality improvement in teaching-learning

2) An active role is also played by the Teachers' Council. It discusses different academic issues like examination, result consideration, attendance etc.

3) The Admission Committee and the Academic Sub-Committee conjointly shoulder the responsibility related to admission. The Routine Committee prepares the timetable by co-ordinating with each of the department. The Library Committee looks after the purchase, subscription, maintenance and upgradation of library facilities. The Sports Committee organizes Annual Sports.

4) The Departmental Head of each department maintains liaison with the Principal and other members of the departmental faculty.

39. Implementation of e-governance in areas of operation

The organogram of Rammohan College reflects the democratic character of governance. The organizational structure of the college consists of the Governing Body, the Principal, the Teaching Staff, the Non-Teaching Staff and the students. The Governing Body of the college under the leadership of the President discusses issues relating to finance, infrastructure, faculty recruitment and the matters related to the overall development of college. The Principal, as the chief administrator of the college, supervises and manages the overall functioning of the college. The Principal is assisted by the Departmental-in- Charges, the IQAC, the Teachers' Council and the Non -Teaching Staff which comprises of the Head Clerk, Accountant and Office Assistants. The Librarians also work with the Library Committee to upgrade academic resources and facilities in the library.

Teachers' appraisals are based on CAS. CAS for all teachers were assessed on the basis of academic, administrative activities of each teacher under the critical scrutiny of IQAC and finally recommended by the Governing Body for the approval of DPI, Govt. of West Bengal. Rammohan College has also maintained the attendance registered for the record of regular attendance, leave statement of teacher and their stipulated duty to conduct examination both internal and university examination. Appraisal of non-teaching staff is done by respective head of department, head clerk.

The College regularly makes arrangements for internal & external financial audits by concerned agencies. After completion of internal audit College send requisition for external auditor to the Department of Higher Education, Govt. of West Bengal. However, audit of the PF for teaching & nonteaching staff for (Substantive posts) are regularly audited by external auditors.

40. Teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies: NIL

41. Gender Equity (Number of gender equity promotion programmes organized by the Institution): 03

- Awareness campaign on 'Women's education' Brief description: The NSS Unit of Rammohan College arranged an awareness programme to aware the people on 'Women's education' on 22nd March, 2022. The campaign started from 2.30 pm. Total 15 volunteers and 2 teachers attended the campaign. The volunteers made several placards on this topic and also raised slogans during the campaign. They visited the slum of neighbouring area. They gathered the crowd and told them about the importance of women's education. This programme raised awareness among people in the slum area, also helped the volunteers in boosting their confidence.

- Awareness programme on Gender inequality Brief description: On 25th March, 2022, Dr. Mehfuz Alam, Professor of Department of Education in Rammohan College had delivered a speech on gender inequality. Total 69 students and 8 teachers attended the programme. He stated how in this 21st century, gender inequality still exists in society. He also discussed about the possible reason behind this discrimination. He presented some examples like gender inequality in girls' education, that girls are more likely than boys to never set foot in classroom and be denied equal opportunities. He also stated how in most of the households, girl child is treated inferiorly than boy, how household works are mostly done by females etc. He then interacted with the students and students shared their experience, their views on the topic. The session ended with a note that gender discrimination must be stopped and all genders must be treated equally to make a progressive society and to achieve that, public awareness is very important.

- Awareness programme on 'Domestic Violence'. Brief description: The NSS Unit of Rammohan College arranged an awareness programme on 'Domestic Violence' at New Science building of Rammohan College on 25th March, 2022. Total 74 students and 8 teachers attended the programme. Dr. Rajib Saha was invited as chief guest in the programme. Dr. Rajib Saha is an assistant professor of department of Education at West Bengal University of Teachers' Training, Education Planning and Administration. The session started from 10 am in the morning. During this session, he discussed about different types or different forms of domestic violence, gave some statistics regarding the current status of domestic violence as well as the previous scenario. With people being educated over time, the number of cases has whether been increased or decreased etc. He also gave some suggestions to the NSS volunteers on what they should do, if they ever encounter any kind of domestic violence. After his speech, he interacted with the volunteers. The volunteers shared their views about the domestic violence that they have experienced at their home or at neighbour.

At the end of the session, he called up the volunteers to be a responsible youth and stand against any form of domestic violence.

42. Describe two best practices successfully implemented by the Institution

- **Raja Rammohun Roy Memorial Museum**

1. Title of the Practice: Spread of Cultural Heritage: Rammohan Roy Memorial Museum [started in 2009-2010 and is a continuous process]

2. Objectives of the Practice: Raja Rammohan Roy (1772-1883), the great scholar, reformer and a leading figure in the 19th century Bengal Renaissance attempted to inspire and modernize contemporary Indian society through social and educational reforms, particularly directed to the emancipation and empowerment of women. His adoption of the basic tenets of Sanatan Dharma gave rise to the Brahmo religion and Brahmo educationists played a significant role in educating and reforming society.

3. The context: The Museum was inaugurated on 22nd May 2009. The Govt of West Bengal and the Ministry of Culture, Govt of India have rendered financial assistance for the promotion and development of the museum. The Museum has also received financial assistance from the M.P.Lad fund.

4. The practice: Rammohan College acquired, renovated and restored the family residence of Raja Rammohan Roy at 85A, Raja Rammohan Roy Sarani, Kolkata 700009 for the purpose of converting the building into the Raja Rammohan Roy Memorial Museum. The Kolkata Municipal Corporation declared it as a heritage building.

5. Evidence of success: The Museum is dedicated to the social reformer Raja Rammohan Roy. There are six segments in the Museum – commemorative items, books, paintings and sketches, period furniture, panels and dioramas and death mask of Rammohan. Folder, picture post card, DVD, CD produced and published by the Museum are on sale from the Museum Sales Counter. The West Bengal Tourism Department has included the Museum in their City Tour. The Museum is regularly visited by the students of Rammohan College as well as by students of other colleges. MOUs with Victoria College, Vidyasagar Women's College and Bagbazar Women's College have been undertaken, to arrange for visits to the Museum.

6. Problems encountered and Resources Required: Financial Assistance is needed for expansion works including the setting up of galleries. Staff shortage is required to be settled. To protect the exhibits the Museum requires a centrally air-conditioned set-up.

- **Medicinal Plant Garden**

1. Title of the Practice: Medicinal Plant Garden [started in 2010-2011 and is a continuous process]

2. Objectives of the Practice: The Medicinal Plant Garden displays more than 80 medicinal plants of our country with their vernacular name, scientific name, parts used and major medicinal uses. The major objective is to expose the students to the medicinal plant wealth of our country, which is one of the mega-diversity centres of the world.

3. The Context: Medicinal plants are mentioned in the Rig Veda, the oldest document, composed about 3500 years ago. The plants have been the chief source of drugs used in treatment of various ailments. India is a repository of innumerable medicinal plants of immense value.

4. The Practice: More than 80 medicinal herbs and shrubs are grown in the garden. Periodically we arrange awareness programmes to motivate the students of different streams regarding the medicinal importance of plants, how to grow and propagate them and how one can easily identify them.

5. Evidence of Success: The display of Medicinal plants. Encouraging the students to develop the skill of precious identification of medicinally important plants. Our students have developed the skill. Most of the students grow a few medicinal plants in their kitchen garden or on the terrace.

6. Problems Encountered and Resources Required: Funds are required to procure more medicinal plants as well as for the maintenance of the garden. Another major problem is the lack of a skilled gardener cum plant scientist (phytologist) to add to the usefulness of the medicinal plant garden. At present, the teachers of the different departments, along with a gardener, take care of the garden, to the best of their ability.

SUMMARY

1. Rammohan College is affiliated to the University of Calcutta, Kolkata and aided by govt. of west Bengal.

2. The college has been accredited by NAAC under the second cycle with CGPA of 2.83, earning a grade of B++. The college has received accreditation from NAAC in its first cycle with an institutional score of 76.3 achieving a grade of B+.

3. Progressive vision of the Management & Principal with a definite plan of action following a decentralized administrative network.

4. Dedicated faculty members, comprising a blend of seasoned professionals and recently appointed individuals, demonstrate both qualification and commitment.

5. The College is RUSA funded and other state government fundings.

6. Departments operate in accordance with the institutional quality policies.

7. UG Programmes-17; PG Programmes-2.

8. Substantive Faculty members-78, SACT-21, Administrative staff- 17, Casual Supporting Staff-23.

9. Total faculty members with Ph.D.-50.

10. The percentage of enrolment is good.

11. An active IQAC exists.

12. Preparing for the third cycle of NAAC accreditation.

13. Support services such as canteen, scholarship, jobs and placement cell are functioning.

14. MoU have been done with 5 Colleges/Organizations.

15. The committees, staffs and cells are ample to meet the academic and non- academic requirements of the students.

16. The college is resorting to a green campus concept.

17. Security personal have been appointed

18. An inclusive system of Management was observed.

19. Office registers are up to date.

20. Teachers' room, students' union room, academic office rooms and some research laboratories provided with air conditioning facility.

21. Laboratory facilities in the old and new buildings are good.

RECOMMENDATIONS BY THE AUDIT TEAM

FOLLOW UP ACTION TAKEN REPORT

2020-21

SPECIFIC SUGGESTIONS

- Toilet facilities should be improved.
- Career counselling must be intensified to improve the attainment in competitive examinations.
- Skill development has to be promoted further.
- Quality maintenance of laboratory facilities must be given more attention.

FOLLOW UP ACTION TAKEN REPORT

- Career counselling is carried out by all the departments.
- For skill development the College organized workshops and seminars.

Rammohan College
102/1, 85A, 85B, 85C & 85D-Raja Rammohan Sarani
Kolkata-700009
West Bengal, India
ACADEMIC AND ADMINISTRATIVE AUDIT REPORT 2020-21

Audit Team:

Member of Audit Team	Signature
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