

RAMAKRISHNA SARADA MISSION VIVEKANANDA VIDYABHAVAN

AQAR July 2015 - June 2016

Section B: Details in respect of the following (attach separate sheet).

1. Activities reflecting the goals and objectives of the college: Annexure 1

2. New academic programmes initiated (UG and PG): None

3. Innovations in curricular design and transaction: None

4. Inter-disciplinary programmes started:

College is not authorized to initiate programmes independently. However, teachers give special invited lectures in departments apart from their own. See Annexure 2.

5. Examination reforms implemented: N.A.

6. Candidates qualified: NET/SLET/GATE etc.

NET: 6

SET: 4

SSC: 12

7. Initiative towards faculty development programme:

Refresher Course: Anuradha Sadhukhan, Dept. of Philosophy, 2/1/16-22/1/16. Calcutta University

8. Total number of seminars/workshops conducted: Annexure 1.

a) Seminar: 01

b) Workshop: 04

9. Research projects: Annexure 3.

a) Ongoing: 2 (UGC MRP)

b) Completed: 2 (UGC MRP)

10. Patents generated, if any: None

11. New collaborative research programmes: None

12. Research grants received from various agencies: Rs. 9,50,000/-

13. Details of research scholars: Annexure 3

i) Auradha Sadhukhan, Assistant Professor, Dept. of Philosophy.

ii) Sunetra Mitra, Assistant Professor, Dept. of History.

iii) Dr. Bidisha Chatterjee, Assistant Professor, Dept. of Philosophy.

iv) Dr. Panchali Majumdar, Associate Professor, Dept. of History.

14. Citation index of faculty members and impact factor: Nil

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

16. Internal resources generated :

Funds allotted by the Managing Committee for the archive, "Women Missionaries of the Ramakrishna Orders" (Rs.25,000/)

Funds allotted by the Managing Committee for the College Journal titled RKSMVV Journal of Human Sciences (Rs. 25,000/).

All departments allotted a sum of Rs. 1500/ each for student projects.

Rs. 800/ allotted to each department for Extension Lectures.

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

18. Community services: Annexure 1.

Health Camps for students as well as local women and children

Blood Donation Camp

Donation Drive

Charitable Dispensary

Weekend Classes for children from neighbourhood slums

Tailoring classes for disadvantaged women

19. Teachers and officers newly recruited - Nil

20. Teaching – Non-teaching staff ratio - 11: 7

21. Improvements in the library services:

Barcoding of collection started

Renewal of Library Website

Uploaded latest University Question Papers on Website

Uploded latest Content List of Journals (subscribed by Library) on Website

Uploded Latest catalogue of Library on Web OPAC

22. New books/journals subscribed and their value:

Total number of books (Purchased) = 217

Cost of Purchased books = 47647.00

Total Number of Journals = 9;

Cost of Purchased Journals = 18,995.00

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback - BA Honours and General

24. Feedback from stakeholders :

Students' feedback: 1. Filled up forms analyzed by external agency, reports discussed at Teachers' Council meetings as well as Principal's meetings with individual teachers.

2. Suggestions collected from Suggestion Box noted by IQAC coordinator and Principal, and appropriate measures taken.

Parents' feedback: Annual Parents' Meet, Individual Meetings with the Principal and teachers. Grievances, suggestions, recommendations are recorded and addressed at faculty and staff meetings.

Alumni and well wishers' feedback: Discussed at meetings, and appropriate measures taken.

25. Unit cost of education - Rs. 7265 (excluding salary)

Rs. 76276 (including salary)

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

Admission Process & examination results fully computerized.

Issue of certificates is partially computerized

27. Increase in the infrastructural facilities- Nil

28. Technology upgradation - Rs. 3,67,926

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

Wi-Fi enabled college building, library, and Students' Common room. Cyber room with 13 computers, and Central Library with 3 computers for students. Computer Course under WEBEL for students.

30. Financial aid to students

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|--|
| Scholarship 54,076/- for 34 students |
| Educational Dev. Fund 4,54,729/- for 61 students |
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|--|
| Ramkrishna Mission Institute of culture 16,000/- for 4 students |
| |
| College fund 2,790/- for 6 students |
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| Ramkrishna Sarada Mission HQ 71,933/- for 18 Students |
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| Lions Education Scholarship 20,000/- for 1 student |
| |
| Kanyashree 12,00,000/- for 48 students |

31. Activities and support from the Alumni Association :Annexure 4

32. Activities and support from the Parent-Teacher Association:

No such registered association exists yet. But there is regular interaction between parents/ guardians and Principal and faculty. Annual Parent-Teachers' meets are held separately for each year, where they can interact freely with the Principal as well as the faculty. Feedback from the parents are addressed both at the departmental and institutional levels.

33. Health services: Annexure 5

34. Performance in sports activities: Annual Sports in College held on 3rd February, 2016.

35. Incentives to outstanding sportspersons :

Prizes and medals awarded. Special shield presented to outstanding sportsperson of the College.

36. Student achievements and awards: None

37. Activities of the Guidance and Counselling unit:

The **Career Guidance Corner** in the Library is a well-stocked collection of books that serve as an aid to the students for competitive examinations. Books on banking, railway recruitments, SSC, NET, SET examinations are available in this section. Ready reference material on general knowledge like the yearbooks and UPSC examination guides are kept here. Besides this, it has space earmarked for books to assist and motivate students to decide on a specific career.

38. Placement services provided to students:

A formal Placement cell is yet to be set up. But the **George School of Competitive Exams (GSCE)** has started to conduct a 52 week/156 hour Preparatory Course for Public Sector jobs like Bank, Police, Staff Selection, Railways, PSC, LIC, WBSSC, WBSEDCL, WBPCL etc. The course, held within the college premises, is offered at a much reduced rate exclusively for present and past students of this college.

The College also has an agreement with **Sri Sarada Math- RasikBhita – Shiksha O Sanskriti Peetha**, the educational and cultural wing of Sarada Math, which provides Career Guidance and Placement opportunities for fresh graduates of this college. 10 needy students were sent for the various Skill Development Programmes specially designed for job seekers.

39. Development programmes for non-teaching staff:

Staff enjoys Govt. benefits. Individual assistance offered in case of emergencies.

40. Good practices of the institution: Student Support at all levels. Annexure 5.

41. Linkages developed with National/ International, academic/research bodies: Nil

42. Action Taken Report on the AQAR of the previous year:

1. Continuation of mentoring and monitoring of students. Special support for slow learners through remedial and tutorial classes. Effective for first generation learners. Advanced students encouraged through tutorials and short research based projects.

2. Application to the university for opening of Communicative English course. Course discontinued by parent university.

3. Services of Guest Lecturers, appointed and paid by the college, continued to compensate for vacant substantial posts.

43. Any other relevant information the institution wishes to add.

Formation of **Anti- Sexual Harassment Cell** and an **Internal Complaints Committee** following UGC directives. The former has started working towards preparing a detailed plan of actions, both short and long term, which include developing guidelines and norms for a policy against sexual harassment; procedures for combating sexual harassment both within and outside the College premises; and working out details for the implementation of the policy. The ICC will

address specific cases of sexual harassment at workplace. (Till now no cases of sexual harassment at workplace has been registered).

An **Anti-Ragging Committee and a Grievance Redressal Cell** have also been formed with teachers and student representatives as members, though there have been no instances of ragging in the past.

Section C: Outcomes achieved by the end of the year (attach separate sheet if required).

- Complete computerization of admission process ensured a thorough database on students' admission, enrolment and students' profile.
- Planning and recording of seminars and workshops, and special lectures organized by the college.
- Expansion and regularization of counselling facilities for students. Counselling course, personal counselling for students identified by the teachers and mentors, motivational programmes, wellness talks and workshops organized periodically. Areas involved were gender sensitization, examination and everyday stress counselling and so on.

Section D: Plans of the college for the next year

1. Introduction of PG Course in Philosophy
2. National or State Level Seminar
3. Complete computerization of results
4. Regular and more structured sports training and participation in inter collegiate meets
5. Infrastructural developments
6. Preparation and planning for forthcoming NAAC Peer Team visit
7. More inter-disciplinary activities.

**Name & Signature of the
Chairperson, IQAC**

Name & Signature of the Director/Coordinator, IQAC

2015-16

Annexure 1

Goals and Objectives:

- To impart holistic education beyond the confines of the classroom in a disciplined and peaceful atmosphere
- To nurture and strengthen the physical, intellectual, moral, and spiritual faculties of the students.
- To create self-reliant human beings with humane principles and a strong sense of responsibility towards society.

Keeping these in mind, the following activities were taken up/ continued from previous years:

1. Regular classes and assessments, including class and mid-term tests, tutorials.
2. Transparency in admission and results.
3. Updated website and prospectus.
4. Availability of Academic calendar at the beginning of the session.
5. Annual sports and various cultural competitions.
6. Value-education classes with well-structured syllabi, end-term examinations and prizes, conducted by senior monastic members.
7. Regular counselling - academic and personal by trained counsellor. Counselling workshops held by Centre for Counselling Services and Studies in Self Development, Jadavpur University.
8. Mentor-ward system for added student-support.
9. Interaction with stakeholders, namely students, teachers, staff, parents, alumni and well-wishers.
10. Feedback from parents and students.
11. Continuous outreach activities:
 - a) **Blood Donation and Awareness camp** in collaboration with RG Kar Medical College and Hospital
 - b) **Donation drive**, where students and teachers donated clothes, toys and other items to about 100 persons from the neighbourhood slums.

- c) Community programmes specially held for underprivileged members of neighbourhood slums:
- **Sunday Classes** conducted for about 80 girl students (6 to 19 years) to inculcate ethical, spiritual and moral values.
 - **Bi weekly basic education** classes by trained teachers for about 20 needy students.
 - 3-month **Computer training** course for class ix –x students, conducted by WEBEL certified instructor.
 - **Tailoring classes** for 40 women with the aim of making them self-reliant. Certificate given at the completion of the course.
 - **Charitable dispensary** for women and children. Free health check-up by two homoeopathy doctors and distribution of medicines twice a week, Monday and Friday.
- d) Retreat/Youth convention on value education including workshops on cultural, spiritual and motivational training held in the last week of December.
- e) Regular spiritual and chanting classes for women devotees and past and present students. A small library, well stocked in Ramakrishna-Vivekananda literature, is maintained

12. Extension activities beyond the classroom:

Extension Lectures:

| Department | Resource Person | Topic | College/University | |
|------------|------------------------|---|---|--|
| BENGALI | Dr.Chaitali Mukherjee | Rabindra Nath Thakurer 'SahityaTattwa'. | Associate Professor, Derozio Memorial College | |
| | Do | BaishnabPadabali | Do | |
| | Dr.Gouri Sanfui | 'BangaRangamancherItihas | Asso.Prof. Sarojini Naidu College | |
| ECONOMICS | Prof, Archita Ghosh | Classical Economics | Asso. Professor, Kalyani University | |
| EDUCATION | Smt. Sutripta Banerjee | Operation of Excel | Assistant Professor, Saheed Nurul Islam Mahavidyalaya | |

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|------------|---------------------------------------|---|--|-----------|
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| ENGLISH | Dr.Mainak Biswas Dr. Abhijit Gupta | Innovative Teaching for the Literature Classroom | Professor, Jadavpur University Professor, Jadavpur University | 16.9.2015 |
| | Dr.Madhuchhanda Mitra | The 18 th Century | Professor, CSBSJU, Minnesota, USA | 20.1.2016 |
| PHILOSOPHY | Prof.Tapan Kr. Chakraborty | Vedanta | Prof. Jadavpur University | 18.1.16 |
| | Dr.Angana Chatterjee | Kant's Philosophy | Asso. Prof. Taki Govt. College | 9.2.16 |
| | Dr.Ranjana Mukherjee | Spinoza | Prof. Rabindra Bharati University | 5.4.16 |
| | State Level Seminar | Vedanta | | 21.8.2015 |
| SOCIOLOGY | Prof.Sohini Kundu | Feminism: General arguments | | 16.3.2016 |

Inter Disciplinary Programme:

| Department | Programme | Topic | Resource Persons | Date |
|---|-----------|---|--|-----------|
| EDUCATION PHILOSOPHY SANSKRIT PSYCHOLOGY | Seminar | Body, Mind and Soul: A reflection from Western and Indian perspective | 1.Prof Sonali Chakraborty,Education Department, Asso. Prof, Shibnath Shastri College 2. Prof. Sanghamitra Sengupta, Sanskrit Department, Calcutta University 3. Banani Ghosh, Psychology Department | 21.8.2015 |

Students' Projects

| | | | |
|-------------------|---------------------|---|--------------------------------|
| BENGALI | 5.9.15 | Student Unrest | PowerPoint Presentation |
| | 26.9.15 | Durga and Durgotsav | Wall- magazine |
| | 7.4.16 | Women's Empowerment | Poster |
| EDUCATION | 3.12.15 | Learning | Micro Teaching |
| ENGLISH | 17.3.16 | Happily Ever After? An 'Enchanted' Mingling of Fantasy and Beauty | PowerPoint Presentation |
| | January,2016 | The Neo-Classical World | Chart |
| HISTORY | 15.8.15 | Indian Railways The National Carrier | Wall Magazine |
| | 8.3.16 | What It Means To Us: International Women's Day Sensitization Programme | Student Seminar |
| | 7.4.16 | Women Empowerment | Poster |
| PHILOSOPHY | 26.9.15 | Vedanta | Wall Magazine |
| | 7.4.16 | Women Empowerment | Poster |

13. Inauguration of an Annual Lecture Series - the **Pravrajika Muktiprana Endowment Lecture**, named after Pravrajika Muktiprana, the first General Secretary of Sri Sarada Math and Ramakrishna Sarada Mission. Inaugural lecture by Dr. Sugata Bose, Gardiner Professor of Oceanic History and affairs, Harvard University, on 31st August, 2015 on *Netaji Subhas Chandra Bose and the Indian National Movement*

14. A one-day seminar on '**Vedanta Philosophy with special emphasis on Vedanta for excellence in human life**', funded by the College, was held on 26th September, 2015. Pravrajika Amalaprana, General Secretary, Sri Sarada Math and Ramakrishna Sarada Mission, inaugurated the seminar with a keynote address, followed by presentations by Dr. Ranjana Mukherjee, Former Professor, Rabindra Bharati University, Dr. Nirmalya Narayan Chakravarty, Rabindra Bharati University, Dr. Dilip Kumar Mohanta, Calcutta University, Dr. Tapan Chakravarty, Former Professor, Jadavpur University, and Dr. Bidisha Chatterjee, RKSMVV.

15. **National Level Students' Retreat:** 2015-16 marked the beginning of the year-long 150th Birth Anniversary celebrations of Sister Nivedita, spiritual leader and disciple of Swami Vivekananda. In observance of this special occasion, a National Level Students' Retreat was held on December, 2015. Girl students from all corners of the country attended the 2-day event which explored the myriad facets of this true disciple of Swami Vivekananda. Speakers from all over the country were invited to speak and motivate the young audience.

16. On 8th September, 2015, Talash Society for Inner Strength, Peace & Equality organized an interactive six hour **workshop and training on self-defence**. The workshop addressed the gendered notions of body, mindset and social conditioning that start from childhood and how to demystify them. The event also concentrated on training their minds to overcome fear of sexual harassment. The vulnerable points of human body were identified so that the power of masculinity could be crushed and the attacked could fight back.

17. RAHI (Recovering and Healing from Incest) Foundation organised a short **orientation programme on child sexual abuse (CSA)** on 9th Sept, 2015. The presentation focussed on various forms of child sexual abuse and ways to combat those. The discussion that ensued revealed the students' awareness of the socio-economic cultural and patriarchal roots of CSA. The programme was followed up with training and campaigning sessions with student volunteers.

18. The English Department of the College organized a **One Day Teachers' Workshop on Innovative Teaching for the Literature Classroom** on 16th September, 2015. Teachers of English

Literature from several colleges and universities participated in the interactive sessions on the effective use of Visual Aids and Internet Resources in Teaching Literature.

20.A **Short Term Course for Teachers on Conflict Management** was organized from , 27th April - 4th May 2016. It was conducted by The Centre For Counselling Services and Studies in Self Development, Jadavpur University.

Annexure 2

Interdisciplinary Special Lectures by College Faculty

Dr. Soma Marik, Dept. of History, made a power point presentation titled “The Making of England” as part of the History of English Literature course for students of the English Dept. on 14th August, 2015.

Smt. Sanghamitra Mukherjee, Sanskrit Dept., spoke two the students of the History Dept. on the Vedas and Kautilya’s *Arthashastra* on 16th and 30th September 2015, respectively.

Annexure 3

1. Dr. Bidisha Chatterjee, Assistant Professor, Dept. of Philosophy. *Care, An Antidote to Injustice*. UGC MRP, Rs. 3,00,000. Completed.
2. Anuradha Sadhukhan, Assistant Professor, Dept. of Philosophy. *Societal Reformation: In Perspective of Indian Ethics*. UGC MRP, Rs. 3,00,000. Ongoing.
3. Dr. Sunetra Mitra, Assistant Professor, Dept. of History. *Discovering India: The travels of Swami Vivekananda and Rabindranath tagore in Historical Perspective*. UGC MRP, Rs. 2,00,000. Ongoing.
4. Dr. Panchali Majumdar, Associate Professor, Dept. of History. *Nationalism, Communism, and the Emergence of Progressive Trends in Hindi Literature*. UGC MRP, Rs. 1,50,000. Ongoing.

Annexure 4

Alumni Association

Since its inception in July 2003, the R.K.S.M.V.V Alumni Association is a strong source of support for the institution. Like previous years, this year too, the Association made donations towards the following:

- tuition fee of two students
- two prizes- one for Bengali and one for English - awarded to two meritorious students of the concerned streams
- uniforms for six needy students
- the College Development Fund

Besides extending financial assistance to the College, the Alumni Association also organized the following events:

- The annual spiritual retreat/religious symposium
- The annual Re-union and AGM on 26/01/2016
- Food stalls in the “Sarada Mela”
- Self-Defence Workshop conducted by Talash on 8th September, 2015
- Motivational and Self-Development Workshop on 27th November 2015, conducted by the renowned trainer and therapist, MrinalCakraborty.

Annexure 5

Good Practice: Student Support System

Since a large portion of students belong to the under-privileged section of society, the college has tried to provide as much of support as is possible, at all levels.

- Welfare schemes are made available to the students through huge financial assistances coming from different quarters. (Refer to 5.1.2) Needy and meritorious students get free scholarships from past and present teachers, Teachers' Council, Alumni Association and well-wishers of the college.
- Departments maintain book banks created out of used text and reference books donated by teachers and students. Students who are unable to buy books greatly benefit from this facility.
- Medical assistance to students is given at three levels:
 1. Through regular health awareness and check-up camps. Medical checkup and blood group identification for all first year students is conducted at the beginning of every academic year. Breast cancer and thalassemia awareness and detection programmes are held annually too. The Ramakrishna Sarada Mission Matri Bhavan, a premier city hospital for women, collaborates with the College in organizing these camps.
 2. Through **Health Card** for students entitling them to free or highly subsidized medical facilities at Matri Bhavan.

For a payment of Rs. 200 per year, each student is provided with a Health Card with which she can avail of:

 - ✓ Free OPD treatments (except medicine).
 - ✓ Free pathological investigations.
 - ✓ Free radiological investigations.
 - ✓ 50% discount on total billing for indoor admission, except medicines.
 3. The Institution also runs a charitable Homoeopathy Dispensary attended by two visiting doctors every week. Free diagnosis and medicines are available to students as well as women and children from the neighbouring slums.

The hostel has a sick room and a doctor on call for medical emergencies. First Aid facilities are readily available both in the College and hostel.
- Attention is also paid to the mental well-being of the students. Informal counselling from teachers and mentors is augmented by professional counselling whenever needed.

Academic: Academic counselling is provided through regular teacher-student interaction, within and outside the classroom. Several simple review measures, like discussion and sharing of answer scripts with students, regular correction of class and home assignments, have had positive effects on the students' performances. Tutorial and Remedial classes have also benefitted the advanced and slow learners respectively.

Personal: Personal counselling is regularly carried out at an informal level by teachers and inmates.

The Mentor-Ward system, introduced in 2014, places a few students under a teacher-mentor who interacts with them at a close personal level. This helps her monitor their academic and co-curricular performances, as well as mentor and support them throughout their stay in the college. The teacher-mentor also acts as a counsellor to her wards.

In case of any serious psychological problems, services of a professional counsellor, available on campus on specific hours, are sought.

Psycho-social: Stress management workshops specially designed to address students' needs are organized by Centre for Counselling Services and Studies in Self Development, Jadavpur University. The students who are identified as needing special care are then sent for individual counselling sessions.

A six month Certificate Course on Basic Skills of Counselling and Stress Management, in collaboration with CCSSSD, Jadavpur University, is offered to first year students. The course helps the young minds to recognize and address their own areas of stress, and also to offer basic counselling services to their peers.

Periodic workshops geared towards psycho- social counselling of young women, like the ones conducted by Talash Society for Inner Strength, Peace & Equality, and RAHI (Recovering and Healing from Incest) Foundation, are organized.

1. Feedback on Programme of 17 th November 2016. Professor Ipshita Chanda, external member of the reconstituted ICC, made a presentation before the students of the college, on what constitutes sexual harassment and on

guidelines and legal avenues open to those who have been victims of such harassment. The talk was followed by students asking questions.

2. Human Rights Law Network and Samabhabana, jointly organized a Workshop on Gender Awareness and Sexual Harassment at Workplace/Campus on 15th November, 2016. Human Rights Law Network discussed the lived realities of all the stakeholders, the social mindsets and how to combat them. Samabhabana discussed the problems of sexual identities. The programme was followed by an interactive session where many students shared their experiences and asked how to cope with the recurrent problems.

