



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		SHREE RAMAKRISHNA B.T. COLLEGE
Name of the head of the Institution		Dr. S.P. Shrestha
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03542252448
Mobile no.		9832013664
Registered Email		surendra.p.shrestha@gmail.com
Alternate Email		lochanta4@gmail.com
Address		27 Gandhi Road, Bagmari House, Darjeeling
City/Town		Darjeeling
State/UT		West Bengal
Pincode		734101

2. Institutional Status																			
Affiliated / Constituent	Affiliated																		
Type of Institution	Co-education																		
Location	Urban																		
Financial Status	Self financed and grant-in-aid																		
Name of the IQAC co-ordinator/Director	Jaynal Abedin Sarkar																		
Phone no/Alternate Phone no.	03542252448																		
Mobile no.	8436307342																		
Registered Email	jaynalabedinsarkar@gmail.com																		
Alternate Email	lochant4@gmail.com																		
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)	http://srbtcdarjeeling.com/index.php																		
4. Whether Academic Calendar prepared during the year	Yes																		
if yes,whether it is uploaded in the institutional website: Weblink :	http://srbtcdarjeeling.com/academic-calendar--list-of-holiday.php																		
5. Accrediation Details																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B+</td> <td>2.59</td> <td>2017</td> <td>27-Nov-2017</td> <td>26-Nov-2022</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B+	2.59	2017	27-Nov-2017	26-Nov-2022
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
1	B+	2.59	2017	27-Nov-2017	26-Nov-2022														
6. Date of Establishment of IQAC	30-Jun-2014																		
7. Internal Quality Assurance System																			
<table border="1"> <thead> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> </thead> <tbody> <tr> <td>Annual IQAC meeting was organised</td> <td>09-Dec-2019 1</td> <td>13</td> </tr> </tbody> </table>			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	Annual IQAC meeting was organised	09-Dec-2019 1	13								
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Annual IQAC meeting was organised	09-Dec-2019 1	13																	

Annual IQAC meeting was organised	02-May-2018 1	11
No Files Uploaded !!!		

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
Shree Ramakrishna B.T. College	RUSA 2.0	UGC	2018 0	10000000
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 :

1

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)

Seminar cum workshop on Environmental challenges for all the faculty members and students. Health Awareness Programme cum Workshop for both semester students and faculty. ParentTeacher Meeting to strengthen students' academic progression.

No Files Uploaded !!!

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
Academic	List of college activities including examination
Academic Calendar	Programme Students informed of teaching

Teaching Time	Scheduled as per university and NCTE norms.
Plans	Stakeholders aware of all information online
College website	www.srbtcdarjeeling.com
Increase the number of Ph d degree holder	Two pursuing
Indoor Games	Skill and Ability Enhancement.
Infrastructure development, Library extension, Digitization of Library, Virtual Classroom etc.	Achieved
No Files Uploaded !!!	

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 ?	Yes
Date of Visit	13-Nov-2017
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	28-Feb-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Admissions are accomplished through online mode only. Admission related application forms are uploaded on college website. On the basis of merit only selection of the candidates is done. Reserved Category candidates are selected as per the Govt. Reservations rules this list is attached separately to ensure chances for them in Higher Education. Data required by the University is sent online and offline (as and when required) based on the information drawn from the Application Forms for admission. Student information is available on the website. All relevant information regarding the college, notices and announcements, sessional activities are uploaded on website time to time. Marks

obtained by student's at all internal examinations are entered into the college website by the Faculty. Semester wise Final examination's result is released online by the Affiliating University. All Fees are paid online in the bank. Likewise fees for University Examination also remitted online. Biometric attendance of all the teaching and non-teaching staff members including students is uploaded weekly on college website. Strict notice is issued regarding low attendance of the pupils (as and when necessary). Parent Teacher meetings are also held. Information is disseminated through college website, Social Network: Information to stakeholders through college website. Staff informed through notice, Whatsapp group, verbally through meetings. Staff salary notification is done online. Staff maintains a record of leave availed of online.

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

Curriculum planning, construction, implementing, revision, upgradation is done at the University level. The college has a mechanism for effective, documented curriculum delivery. At the commencement of each academic year, every faculty member provides the students with individual time plans and reading lists for each course which are displayed on notice board as well as college website. These time plans are adhered to, so that the student is able to gauge with a degree of clarity, what portion of the curriculum will be delivered within the stipulated time frame. These time plans are also preserved each year as documentation. Besides traditional lectures and seminars, infrastructure for the use of ICT in classrooms, like power point presentations, audio-visual support are all available to make the delivery of the curriculum enabling and interesting for the student trainees. Sessional activities are planned, observed, and uploaded as per the norms and demands in order to make the curriculum delivery more holistic and effective. Tutorials are held with mentoring and participative learning is emphasized. Internal assessment is done transparently with examined scripts shown to students. Inter-personal skills are enhanced through various co-curricular activities and Value Education. Leaner centric, activity based, Explicit, Implicit curriculum etc. with practical and library work has been prioritized. Micro Teaching, Simulated Teaching, Team Teaching, Co-Operative learning, Peer learning, School/Field study projects, School Internship are done practically to acquire various skills consistently with leadership qualities and ultimately to build up positively infectious Institution

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NA	Bachelor of Education (B.Ed.)	02/07/2018	6	Yes	Yes
NA	Bachelor of Education (B.Ed.)	01/07/2019	6	Yes	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BEd	B.Ed.	02/07/2018
No file uploaded.		

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
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	0	50

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
Human Rights and Empowerment Education	10/09/2018	100
Legal Awareness Programme	14/05/2019	100
No file uploaded.		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	B.Ed.	100
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
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 TAQ taken by students of all batches is given to each teacher by the Principal after being collated, statistically analyzed and tabulated, clarifying, if need be, for quality enhancement in teaching methodology. Observations on general trends are also made. A self-appraisal is prepared by each teacher. The Principal intervenes and addresses possible areas of improvement. He also evaluates these with each teacher, motivating her/him to look at specific areas where growth is needed. Evaluation of all college programmes with the respective stake-holders is conducted. An annual feedback - 'Looking Back To Look Forward' is done with the teachers. Similarly a feedback is done with the out-going Student Council before they leave college.

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
BEd	B.Ed.	50	137	50
BEd	B.Ed.	50	218	137

[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
2018	50	0	9	0	9

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	Number of smart classrooms	E-resources and techniques used
9	4	4	1	1	4

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

There is a mentoring system in the college, where teachers act as academic mentors as well as counselors. CR (Class Representative) meets every student of the college and offers counseling to those seeking personal help. He also enables academic mentoring. Help by both college teachers and the CR is availed of by parents as well, depending upon the gravity of the need.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
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50	9	9:50
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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
15	9	6	4	3

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	B.Ed.	4	21/06/2019	13/09/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous evaluation is carried out throughout the year through regular tests, objective tests, projects, student paper presentations, seminars, quizzes etc. Routine tests are given and open book tests are conducted and much appreciated by students as critical thinking and creativity come to the fore. Every teacher take regular, weekly tutorials. Remedial instruction is given to slow learnerstudents. Students are encouraged to submit Articles/research paper abstracts for magazine/journal. Mid-term tests and Selection examinations help to prepare the students for University Examinations. Corrected answer scripts are shown to the students for scrutiny. The teachers explain about as to how scoring by the students can be better in forthcoming examinations by expressing themselves more appropriately in response to questions. Peer evaluation is also employed by teachers to empower and enable students to help each other particularly in areas where creative and original thinking will benefit them. Group assessment is conducted by teachers when students are assigned group activities/presentations on academic topics, curricular and co-curricular activities. The University enables students to apply for re-evaluation of University answer scripts.

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

As an affiliated college, the WBUTTEPA University calendar is adhered to. In addition to this, an Academic College Calendar is prepared and printed which contains a list of all the interactive and innovative programmes to be conducted by the college as sessional activities, both at the faculty and student level. Detailed schedules with dates are given for Mid- Term and Selection Examination on the notice board. Students prepare for these

examinations accordingly. College Academic calendar is given in the college notice board. When new programmes to enable quality enhancement are offered during the course of the year, these are availed of for the benefit of the staff and students. The IQAC evaluates such activities during their meetings.

2.6 – Student Performance and Learning Outcomes

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

<http://www.srbtcdarjeeling.com/courseprogramme.php>

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
000	BEd	B.Ed.	50	49	99
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)

http://srbtcdarjeeling.com/userfiles/file/IOAC/SSS-Questinnaire_Students.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 !!!				
No file uploaded.				

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
No Data Entered/Not Applicable !!!		

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 !!!				
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

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)
International	Education	2	3.19
No file uploaded.			

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 !!!	
No file uploaded.	

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 !!!						
No file uploaded.						

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 !!!						
No file uploaded.						

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 !!!				
No file uploaded.				

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
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World Literacy Day	SRBT College, Darjeeling	6	100
Gift a Library	SRBT College, Darjeeling	6	100
Bhanu, Rabindra TulsiJayanti	SRBT College, Darjeeling	5	100
Anti-Ragging/Sexual Harassment	SRBT College, Darjeeling	6	95
International Yoga Day	SRBT College, Darjeeling	6	96
Swachh Bharat Abhiyan	SRBT College, Darjeeling	6	90
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

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 activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
No file uploaded.				

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 !!!			
No file uploaded.			

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
B.Ed. Internship Programme	Internship for Training	6 schools within Darjeeling Town	02/04/2018	20/04/2018	49
No file uploaded.					

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 !!!			
No file uploaded.			

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
10000000	4685383

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Campus Area	Existing
Campus Area	Newly Added
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Video Centre	Existing
No file uploaded.	

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 partially)	Version	Year of automation
KOHA	Partially	18.11.00.000	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	14980	5347860	1991	327935	16971	5675795
Journals	53	3063	14	725	67	3788
No file uploaded.						

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 !!!			
No file uploaded.			

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	3	0	3	4	1	3	1	10	0
Added	2	0	0	0	0	0	0	0	0
Total	5	0	3	4	1	3	1	10	0

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

1.8 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
No Data Entered/Not Applicable !!!	

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 incurred on maintenance of physical facilities
10000000	4685383	10000000	4685383

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)

College compound with own boundary, Bio-metric attendace, Well-Furnished Classroom, Virtual Classroom, Drinking water Sanitation facility, Hostel facility, Laboratory, Library, Computer and WiFi facility, Indoor game facility etc. Upgradation of the computer systems is generally done on annual basis. To fulfill the emergency demands, individual system upgradation is carried out keeping in mind the need for update, deployment and maintenance of the computers in the institution. College Website, maintenance of computers and accessories are done by Techno Developers Group and Services, Siliguri through renewable Annual Maintenance Contracts. Hardware and Software maintenance of computer and accessories are done by local expertise.

<http://srbtcdarjeeling.com/facility.php>

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	NA	0	0
Financial Support from Other Sources			

a) National	NA	0	0
b) International	NA	0	0
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Calligraphy and Cursive Writing	04/11/2019	50	SRBT College
Ability in Visual Art	01/08/2018	50	SRBT College
Remedial Coaching	02/04/2018	50	SRBT College
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	1	B.Ed.	English	Raiganj University	Ph.D
No file uploaded.					

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
NET	5
Any Other	10
Any Other	3
No file uploaded.	

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

Activity	Level	Number of Participants
Table Tennis, Carrom	College level	10
Inter semester drama competition	College level	50
Inauguration of College Annual Magazine	College level	100
College Foundation Day (13th November)	College level	100
Teachers' Day	College level	100
Bhanu, Rabindra and Tulsi Jayanti	College level	100
Farewell Programme	College level	100
Freshers' Welcome	College level	50
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

The Class Representatives of both the semesters are members of Government Body. The Student Council is very active and responsible for all student activities throughout the year. They also act as the liaison between the Principal, faculty and the student body as a whole. A few selected members of Student committee are also members of the ICC. They sit in at meetings and their suggestion are given due consideration. The CRs meet the Principal daily for 30 minutes to consider, evaluate, plan and conduct student and Society activities in college. The honorable Principal of our College along with the CR's and student members' suggestion presents the annual report of the college on Foundation day. The GB members along with Principal, Faculty, and Student members discuss and dialogue all activities related with the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

238

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings of the alumni were conducted during the course of the year. Annual General Meeting for members was conducted on 20.04.2018 and present students also participated in the meeting. At the College Foundation Day held on 13th November, 2018, students of yester year joined in and reminisced on their college days. The Alumni association of the college actively participated in the NAAC visit of the college on 13th November 2017. The college benefitted academically.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Admission Committee counsels prospective candidates for admission before the Application Forms for admission are released The Admissions Committee (for admissions) involves all members of the staff who co-operate and work at different levels. They also sit in at interface meetings and meet parents and students prior to admission. Finance Committee (for financial planning and implementation) involves the participation of teachers and non-teaching staff. Every grant to the college is discussed in this committee. Budgets for the college at the beginning of the academic year also form part of the discussions. The Library committee prepares and plans for the book budget with individual departments. There is a College Development Committee with members from faculty, architects, engineers, contractors and office staff to assist with the planning and execution of extension of the college and planning for infrastructure associated with thenew wing.

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
Human Resource Management	An annual staff development seminar was conducted for all the teaching staff. Student's Day was organized for their motivation.
Library, ICT and Physical Infrastructure / Instrumentation	Vertical extension of library building was created to make the library more spacious for the students. Computers were purchased to replace older versions. A conference room was furnished. A toilet for persons with disability was also constructed.
Research and Development	The Research Cell holds regular

	meetings and programmes and presentations to broaden the academic perspectives.
Examination and Evaluation	All year round evaluation through class tests, tutorials, student seminars/presentations keeps the students in touch with their subject. It also enhances and helps students grow in confidence for University examinations. Results of University examinations are published online and marks for internal test/examination are given on the notice board. The students also receive a hard copy of the results after signing them. Parent- teacher meetings are conducted for students who have low attendance and are those who have not performed well in college.
Teaching and Learning	Seminars, Debates, Group Discussion regular use of ICT in classrooms contributed to enhancement of Teaching-Learning. A Virtual class room has been furnished this benefits of the B.Ed. students. The B.Ed students will go for school internship to different schools in an around Darjeeling town.
Curriculum Development	Curriculum is set by the University. Academic mentoring of students is done by the teachers.

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

E-governance area	Details
Planning and Development	There is a College Development Committee with members from faculty, an architect, an engineer, contractor, teachers and office staff to assist with the planning and execution of extension of the college, planning for infrastructure associated with the new wing. The Finance Committee, comprising teachers, non-teaching staff, discusses financial matters regarding grants received, needs of college so as to plan and budget.
Administration	MIS is in place. The website displays notices before admission, and reports of recent events written by students. Most of the Accounts documentation is digitally maintained, student information likewise.
Finance and Accounts	Finance Committee (for financial planning and implementation) involves the participation of teachers and non-teaching staff. Every grant to the college is discussed in this committee.

	Budgets for each college at the beginning of the academic year also form part of the discussions. The Library committee prepares and plans for the book budget with individual departments.
Student Admission and Support	The CR liaison between the students and the staff. Academic support is provided to weak students. The Library welcomes students for reference and study. A Book Bank is also available. In case of serious illness, students are visited in hospital by staff and companions. So too during bereavement of family members

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
9	9	15	15

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
No Data Entered/Not Applicable !!!		

6.4 – Financial Management and Resource Mobilization

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

Both internal and external financial audits of the college is done annually. Internal and external financial audits of the college is done by the by DPI, Bikash Bhavan, Govt. of West Bengal.

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
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

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	Yes	DPI, Bikash Bhavan, Govt. of West Bengal.	Yes	DPI, Bikash Bhavan, Govt. of West Bengal.
Administrative	Yes	DPI, Bikash Bhavan, Govt. of West Bengal.	Yes	DPI, Bikash Bhavan, Govt. of West Bengal.

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

Parent-Teacher meetings held to assess the academic progress of students. Parents contacted on a monthly basis regarding low attendance.

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

Workshop on modalities of e-pension. RUSA meetings. PFMS Workshop.

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

Research committee established to foster academic research among staff and students. Enhanced use of ICT by faculty in the teaching-learning process. Initiatives for a green campus, toilet for persons with disability.

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	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality	Date of	Duration From	Duration To	Number of
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	initiative by IQAC	conducting IQAC			participants
2018	Legal Awareness Course	10/09/2018	10/09/2018	10/09/2018	100
2019	Public Speaking Course for SC, ST and Minority students	26/08/2019	26/08/2019	30/08/2019	27
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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
Group discussion on International Women's Day	08/03/2019	08/03/2019	76	24
Seminar on Literature and Gender	22/05/2019	24/05/2019	76	24

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
Workshop on Vermicomposting for all staff and students Labeling of trees in the campus with their botanical names Celebration of Environment Day (encourage planting of trees and plants), Earth Day and Water Day

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Rest Rooms	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Value education classes	05/08/2019	02/09/2019	100
Art and Craft (initiative by the College encourage creativity among student - trainees)	25/11/2019	27/11/2019	100
Compulsory social service for students	01/07/2019	13/12/2019	100
No file uploaded.			

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

Bird baths.
Sale of seeds and saplings by students and labeling of trees.
Detection elimination of mosquito breeding sources on regular basis.
Proper covering of stored water.
Management of solid waste product and garbages.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 1. Title of the Practice: Value Education through Holistic Development. As the Institution itself named after the social reformer and great spiritual guru Shree Ramakrishna and his disciple Swami Vivekananda, likewise the institution believes on the remark of the Great Indian Sage: "We want that education by which Character is formed Strength of mind is increased The intellect is expanded And by which one can stand on his own feet". Where the world meets our nation as well as our trainees, more democratic, cohesive, socially responsible, culturally rich, intellectually competent, and pedagogically sound within the confinement of positively infectious environment. Embedding into heart, the college proceeds through regular Value Education trends that are integrated into the curriculum itself. Where every day early morning the trainees seek blessings offering Pranam, joining hands together individually before the Principal, where in the Head of the Institution touches every one's head and offers Blessings and which also enchants and flourish the Nepali Culture world-wide.. 2. Objectives of the Practice: It has always been believed that the very purpose and main function of education is man making and character building, Indian values needs to be coupled with western science. Holistic development and well-balanced personality of the trainees need to be prioritized all the way. And also to develop all dimensions of the human personality, so that young citizens can contribute towards progressive world and lead their students towards a better society, nation and world. Stressing upon the fact, the college records regular Value Education that are integrated hidden into the curriculum. 3. The Context: The Trainees on the way to professional development are in dire need of special attention and proper guidance in order to protect and mould the future of the nation (Pupil) falling prey to vices and developing mental health issues. It is

a fundamental requirement in today's fast-paced world that young adults are trained to care for their physical and mental health with as much diligence as they have for pursuing their ambitions. Technologically savvy world, knowledge-based, structured and information-oriented education is emphasized upon on each platform. SRBTC consistently realize that present scenario of teaching-learning transaction must be balanced with varied awareness and training in ethics and human values in order to impart and inspire holistic education and through which injecting the goodness among the little minds of schools. Value Education develops one's personality like emotional, social and spiritual aspects that are required for the growth of sound health, healthy attitudes, habits, skills and interests among students.

4. The Practice: The Principal of the College conducts Value Education classes once in a couple of week in Conference hall throughout each academic year with all students ranging from First semester to Third semester B.Ed. students. Drama, one act play, Mimes are practiced through the skill development of the trainees towards flourishing the aesthetic, moral, spiritual, social, religious, ethical, democratic, environmental, educational values, and story-telling, Folk songs etc. It has already been included in the B.Ed. curriculum under WBUTTEPA to impart life skills to technologically competent but often spiritually and emotionally impoverished trainees, who despite their academic credentials find it difficult to cope with real life situations. Our classes focus on the need for a commitment to integrity, care, respect, Discipline, decency, reality while teaching soft skills like decision-making, participating in group discussions and communication strategies. It also teaches life skills to cope with gender issues, compatibility in family life and tackling with anger and stress.

5. Evidence of Success: Value Education has always been a quintessential part of Shree Ramakrishna B.T. College. Many students are lacking self-confidence even after accomplishing their graduate level education. We believe in arousing the consistency of their worth potentiality and effectively utilize the importance of and life skills that they learn in practical classroom situation. A number of our students have enrolled in social work-related programmes and have passionately made our college campus-Swachh. Trainees actively put into practice the values and zeal they imbibe for life and society in Value Education practices. Reaching out to make a difference is taken seriously by all students and they extend their assistance to existing environmental issues. Our students selflessly dedicate themselves to various health related awareness and promoting decent standards of health sanitation. The participation of students in social causes is not restricted to their commitments through the Institution a number of students are passionately involved in outreach activities outside College as well.

6. Problems encountered and Resources Required: The most difficult challenge faced is usually reaching out to students suffering from social and emotional issues who prove to be resistant to any kind of help. The Faculty members of the college positively, intrinsically and extrinsically keep trying to arouse their motivational level within campus which results as booster. Assistance is provided by the College Teacher educators spontaneously. How ever there is scope to introduce specialized professional assistance who would certainly require resource generation.

BEST PRACTICE 2

1. Title of the Practice: MENTORING PROGRAMME

2. Objective: • To meet up the vision of the institution i.e. to embed all round personality among the students on progressive curriculum. • To offer a dynamic learning process for both the mentor and the mentee. • The mentor as a role model and to scaffold the mentee for personal and academic progress.

3. The context: SRBTC, after catering to different socio-cultural, academic and economic diversity necessitates mentoring being opted as one of the best practices by the College. The institutionalized system of having theoretically proper system of mentoring and a particular subject within the curriculum takes initiatives on guidance and counseling in the campus along with the obvious fact that most of the students are from remote areas and first generation

learners makes it obvious on the part of the institution to promote mentoring i.e. guidance for holistic upliftment of the students on curricular as well as on co-curricular base. Moreover, it is aimed to line up with the mission and vision of the college, aiming to develop students' personality i.e. to imbibe in the students a positively infectious package towards making them shouldering responsibilities towards building better nation builders. 4. The Practice: The college conducts and continues mentoring session on demand and sometimes on regular basis. Flexibility is maintained for students who remain incapable to attend. Parameters for mentoring are classified into four aspects i.e. academic, career, attendance, and general. Most possible and recorded information of mentee's are provided to Mentors with details which becomes friendly for smooth proceedings towards purpose. Personal development of trainees is also kept in eye such as co-curricular activities, discipline, decency and career related issues. The practice of the mentoring systemise valuated verbally so as to ensure quality and efficiency in practice. The grievances of the mentees are taken up by the mentor and if necessary it is forwarded to the Principal for necessary remedial actions. 5. Evidence of Success: Moral decency, mentees discipline, interaction and soft skills, Improvement in students' attendance, Sound health in Sound mind, Establishment of a vibrant relationship between teachers and students which has provided a affable atmosphere in the class room as well as in the college campus. 6. Problems encountered and resources required: The diversity in students' background and up bringing i.e. lack in the art of effective articulation, introversion, indifferent attitude etc. Inadequacy in general guidance, career and professional related materials. This is due to the financial constraints faced by the management because the college is dependent on grants.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://srbtcdarjeeling.com/userfiles/file/IOAC/Best%20Practice.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

Shree Ramakrishna B.T. College, Darjeeling is the only Teachers Training College in India where Nepali language is taught as one of the Method Papers in B.Ed. Course. Till 1961 college was under the Calcutta University and after that college was affiliated to the North Bengal University now it is affiliated to The West Bengal University of Teachers Training, Education Planning and Administration, Kolkata. 49 of the total seats are being reserved for Nepali (those they have got proficiency in Nepali language in Higher Secondary). This is the only B.Ed. College which has introduced uniform from 1999-2000 batch for the students. A uniform is of great importance for any Institutions. Its an identity for a student and also for the institution. It signifies uniformity and equality among the students. GOALS AND OBJECTIVES To prepare academically reflective, culturally sensitive, socially responsible, pedagogically sound and technology-savvy teachers. To stimulate, educate and enable the trainees for excellence in teaching, learning research and innovation. To quip the trainees with advance knowledge and skill of teaching. Development of good Teaching Aptitude, Self-Confidence and Discipline. To develop academic abilities as well as co-curricular activities in students. To provide healthy and supportive environment for trainees. To conduct in-service teacher training program to upgrade teaching efficiency of in-service teacher. To develop the interest of staff for personal academic growth and skill enrichment. to serve the community in the field of environment, education and values. To bring sense of brotherhood, peace and social harmony.

Provide the weblink of the institution

<http://srbtcdarjeeling.com/index.php>

8.Future Plans of Actions for Next Academic Year

To prepare academically reflective, culturally sensitive, socially responsible, pedagogically sound and technology-savvy teachers. To stimulate, educate and enable the trainees for excellence in teaching, learning research and innovation. To quip the trainees with advance knowledge and skill of teaching. Development of good Teaching Aptitude, Self-Confidence and Discipline. To develop academic abilities as well as co-curricular activities in students. To provide healthy and supportive environment for trainees. To conduct in-service teacher training program to upgrade teaching efficiency of in-service teacher. To develop the interest of staff for personal academic growth and skill enrichment. to serve the community in the field of environment, education and values. To bring sense of brotherhood, peace and social harmony.