

Best Practices of the College 2015-16

A. Student Feedback

Goal of the practice: Ramananda Centenary College aims to build a more effective holistic teaching learning process, a robust administrative infrastructure which is student friendly, a rich library and e-resource centre. To achieve these goals, IQAC resolved to bring about a change in the current feedback system and replace it with a comprehensive checklist of administrative, academic, and infrastructural services. The underlying principle behind the feedback system was to create a graphic and sharp picture of the areas of strengths and areas of improvement across various sections.

The Practice The Institution has devised & implemented Feedback regarding various aspects of the college on such areas as:

- a) Syllabus
- b) Library
- c) Class Room Interaction
- d) Evaluation
- e) Student-Teacher relationship:
- f) College Office & Administration
- g) Extracurricular activities
- h) Hostel, Canteen, Common Room & Sanitary system
- i) Strengths & Weaknesses of the Department
- j) Feedback on Teachers
- k) Suggestions for development of the college

The college has adopted its own bilingual (Bengali & English) students' Feedback format giving observations on Academic, Administrative, Extracurricular activities. This feedback provides an opportunity to the students for giving their observations and suggestions for further developments & better results. The students can mention the strengths & weaknesses of the College as provided in the Feedback format. The students provide suggestions for development of the college. Specific feedback on teachers of the department are taken separately.

Impact of the practice: After receiving the filled up feedback forms, IQAC along with Departments, Academic Subcommittee, and Teachers' Council analyses the feedback of the students. Subsequently, the IQAC in consultation with Principal recommends measures and strategies for quality assurance & improvement. INFLIBNET subscription for students and faculty, a well-stocked Library have been measures and improvements reflected from feedback. More vacant posts have been filled up bringing a more equitable student-teacher ratio. Different outreach activities by NSS and NCC have been undertaken, and participation of students has been encouraged. Girls' Hostel and Boys' Hostel are functioning. Common room facilities, gym and sports facilities have been improved upon wherever necessary. Thus the feedback process has been a key tool in the overall quality assurance of the institution.

Problems encountered & Resources required: In the beginning, students could not grasp the importance or rationale of providing objective feedback. Some students were apprehensive of the process and could not fill in their responses as required. Sensing this, IQAC along with departmental heads conducted orientation meetings to ease the worries of the students and convey the importance of giving objective feedback.

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B. Library as a resource Centre

Goal of the practice: The goal of the practice was to develop the library of the college as a comprehensive resource centre with reading room, internet browsing, teacher's corner, display of new arrivals, educational CDs, study material and compendium compiled by individual departments, and so on.

The practice: Facilities considered essential were improved upon, such as N-LIST INFLIBNET has brought the number of resources available to users to over a lakh (including books, journals, articles), a separate reading corner for teachers and students respectively has been designed for optimum utilization of resources, a number of educational materials such as compendium, model question papers, university question papers, cd-roms, etc are now available for perusal for students.

Impact of the practice: There has been a marked improvement in the number of users and enthusiasm for services offered to the students has seen a veritable increase.

Resources required: Library staff members who are open to suggestions and eager to take the best of both print and digital options available in current education scenario. Also needed is requisite financial support from the management to procure and update resources in a timely manner.

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