

The Annual Quality Assurance Report

AQAR of the IQAC

Name of the Institution : Ranchi Women's College, Ranchi
(Constituent Autonomous College)
Ranchi University

Year of Report : January 2012- December 2012



Key Areas of Activities
AQAR 2012

Submitted by Ranchi Women's College, Ranchi
Ranchi University

NAAC Accredited B⁺ Grade 2004



Ranchi Women's College

(Constituent Autonomous College under Ranchi University)

Ranchi

Established
in 1949



0651-2562221

G/5A

2 August 2012

Ref.:.....

Date :.....

Office Order

Re-Formation of IQAC

The Internal Quality Assurance Cell (IQAC) of Ranchi Women's College, Ranchi College is reformed with following members after posting back of undersigned to Ranchi Women's College, Ranchi on 28 July 2012.

a) Head of the HEI - Chairperson

: Principal (Dr Manju Sinha)

b) Five Senior Teachers - Members

: i. Dr. Bina Tiru

B. Tiru
2.8.12

ii. Dr. Renu Kumar

iii. Dr. Shraddha Srivastava

Shraddha
2.8.12

iv. Ms. Subhra Chatterjee

v. Dr. Nilima Herenze

c) Two External Experts - Members

: i. Dr. Victor Tigga (Local Community)

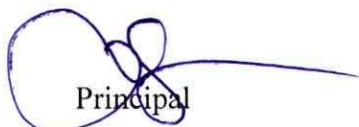
ii. Dr. P. D. Sinha (Quality Management)

d) Coordinator of IQAC - Member Secretary

: Dr. Meena Sahay

Meena Sahay
2.8.12

The coordinator is authorized to ensure the effective functioning of the IQAC with follow up reports as custodian of minutes of proceedings.


Principal

Copy to all Members



Ranchi Women's College

(Constituent Autonomous College under Ranchi University)

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2.8.12
ii. Dr. Renu Kumar *Renu Kumar*
2.8.12
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2.8.12
iv. Ms. Subhra Chatterjee
v. Dr. Nilima Herenze

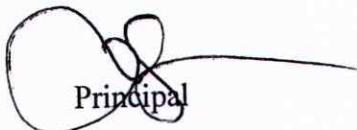
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: Dr. Meena Sahay *M. Sahay*
2.8.12

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Principal

Copy to all Members

The Annual Quality Assurance Report AQAR of the IQAC

(January to December 2012)

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THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

1. Part A :

The plan of action chalked out by the IQAC in the end of 2010 towards quality enhancement and the outcome by December 2012.

	Plan of Action	Outcome Achieved by 2012
1.	Completion of separate building for students of vocational courses	The construction of separate building for students of vocational courses was completed and inaugurated on 12 December 2011 at Science Block campus.
2.	Completion of separate building for students of B. Ed. as per NCTE norms	The construction of separate building for students of B. Ed. Course was completed and inaugurated on 5th September 2011 at Science Block campus as per NCTE norms.
3.	Completion of new Hostel for Girls with financial assistance of Rs. One Crore from UGC	The construction of new Girls' Hostel at Science Block campus was completed and inaugurated on 15th November 2011 with financial assistance of Rs. One Crore from UGC, New Delhi.
4.	Submission of Plan for new building for class rooms at Art's Block	Plan & Estimate for construction of new building for class rooms at Art's Block campus was submitted in 2012 to the Department of HRD, Jharkhand Government.
5.	Formation of Statutory Bodies after conferment of grant of Autonomy to the college by the UGC, New Delhi	Letter of conferment of autonomy was sent to Ranchi Women's College by UGC Eastern Regional Office, Kolkata vide memo no. F.AC-1/04 (ERO) dated 17th January 2012. Then mandatory Statutory Bodies were formed. Ranchi University notified their nominees on Governing Body / Board of Management and Academic Council ; the college notified other statutory bodies.
6.	Complete College Automation System in Ranchi Women's College, Ranchi	Meetings were conducted in August 2012 for complete automation of college in six following modules : Institution Module , Admission Module , Examination Module, Accounting Module, Administration Module and Billing Module for which MoU was proposed with Synchronous.
7.	Development of Sports Infrastructure and Equipment	The Proposal sent to UGC in 2010-11 for development of Sports Infrastructure and Equipment was granted by UGC in 2011 with sanction of Rs.47,00,000/- out of which Rs.23,50,000/- was released in November 2011 for three projects : 1. Outdoor Stadium (Spectator's Gallery) 2. Indoor Sports Training Facility (Wooden Court) 3. Sports Equipment (Gymnasium). In October 2012 the tender notice was published for inviting tenders. Process was started for starting work.

M. S. S.

2. Part B :

Key Areas of activities in 2012 reflecting the goals & objectives of the institutions

Conferment of Autonomy by UGC (Two Pages)	Anx. 1
Notification of Members (VC Nominee & External Experts) of "Board of Studies"	Anx. 2
Meeting of Academic Council for updating curricula in semester system	Anx. 3
Formation, Meeting & Functioning of Examination Board for implementation of regulations etc.	Anx.4
Notification of Members of Board of Management & its Meeting (Four Pages)	Anx.5
Teachers' Attainment	Anx.6
Students' Enrollment	Anx.7
Separate Functioning of Intermediate Wing through different Management Committee	Anx.8

MSM

① 011-23222595

UGC Website : www.ugc.ac.in

Dr. Manju Singh
Joint Secretary



विश्वविद्यालय अनुदान आयोग
बहादुरशाह जफर मार्ग
नई दिल्ली-110 002
UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002

BY SPEED POST

No.F. 22-1/2011(AC)

October, 2011

The Registrar,
Ranchi University
Ranchi-834001

3 - NOV 2011

Sub:- Conferment of fresh autonomous status on Ranchi Women's College, Circular Road, Ranchi affiliated to Ranchi University, Ranchi-834001.
Sir,

I am pleased to inform you that the Commission at its meeting held on 18th October, 2011 considered the report of Expert Committee constituted by the UGC which visited Ranchi Women's College, Circular Road, Ranchi affiliated to Ranchi University, Ranchi-834001.

Based on the recommendations of the Expert Committee, the Commission has AGREED to confer autonomy to the college as per details given below:-

Sl. No.	Name of the College	Period of conferment of autonomous status from the academic years
1.	Ranchi Women's College, Circular Road, Ranchi	2011-2012 to 2016-2017

The Ranchi University, Ranchi-834001 may now go ahead and issue necessary orders in this regard by endorsing a copy of the same to this office for our records. The admissible grant under the scheme will be released to the College as per its eligibility, according to the norms as laid down in the XIth Plan Guidelines by the Joint Secretary, University Grants Commission, Eastern Regional Office, LB-8, Sector-III, Salt Lake, Kolkata-700098

Yours faithfully,

(Manju Singh)

Contd..

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03.



रॉची विश्वविद्यालय,
रॉची

NOTIFICATION

It is notified to all concerned that U.G.C. has agreed for conferment and grant of autonomous status to Ranchi Women's College, Ranchi for the period from 2011-12 to 2016-17 vide letter no F. 22-1/2011 (AC) dated 03-11-2011 and consequently Ranchi University Syndicate in its meeting held on 21.12.2011 vide resolution no. 533/11, confirmed the autonomous status of the said college for the period mentioned above.

By order of the Vice-Chancellor

Sd/- Registrar
Ranchi University, Ranchi

Memo No. RU/R/ 8053 /12

Date 13.01.2012

Copy to :

1. The Prof.-in-Charge, Ranchi Women's College, Ranchi,
2. The Principal/Prof.in-Charge, All colleges under Ranchi University,
3. All Head, University Departments, Ranchi University, Ranchi
4. The C.C.D.C., Ranchi University, Ranchi,
5. The Controller of Examinations, Ranchi University, Ranchi,
6. The Finance Officer, Ranchi University, Ranchi,
7. All Officers of Ranchi University, Ranchi,
8. The Director, Higher Education, H.R.D. Department, Govt. of Jharkhand, Ranchi,
9. The secretary, Jharkhand Public Service Commission, Ranchi
10. The O.S.D. (J) to the Governor of Jharkhand, Governor's Secretariat, Jharkhand, Ranchi,
11. The Secretary, University Grants Commission, Bahadur Shah Zafar Marge, New Delhi- 110002,
12. Legal Cell, Ranchi University, Ranchi
for information and necessary action.
13. PA to VC/PVC/FA/R for information to the VC/PVC/Registrar


13.1.12
Registrar
Ranchi University, Ranchi



RANCHI UNIVERSITY RANCHI

Notification

The Vice-Chancellor has been pleased to nominate the following University nominees in the different bodies of Ranchi Women's College, Ranchi for the period of two years 2011-13 as per U.G.C. Guidelines.

Governing body/Board of Management

1. Professional : Hon'ble Mrs. Justice (Retd) A.K.Sinha
Ex-Chairman Law Commission
Jharkhand Govt. - Chairman
2. Industrial : Sri Gopal Singh,
C.M.D,
C.C.L. , Ranchi. - Member
3. Educational : Dr. Jawed Ahmed
Ex-Principal, Marwari College
Ranchi. - Member
4. : Prof.(Dr.) P.K.Singh
University Department of Anthropology
& Director - University
Computer Centre, Ranchi University, Ranchi. Representative

Academic Council

1. Dr. Ashok Kumar Choudhary
University Department of Botany.
Ranchi University Ranchi.
2. Dr. S.M.P.N. Singh Shahi
University Department of English.
Ranchi University Ranchi.
3. Dr. (Mrs) Namita Singh
Department of Physics.
Ranchi College, Ranchi.

Board of Studied.

- Chemistry : Dr. Sanjay Mishra.
University Department of Chemistry.
Ranchi University Ranchi.

Zoology	:	Dr. A. Dutta University Department of Zoology. Ranchi University Ranchi.
Physics	:	Dr. R.G.D. Prasad Retd. Prof. of Physics. Ranchi University Ranchi.
Bangali	:	Dr. N.K.Bera Head. University Department of Bangali. Ranchi University Ranchi.
Sanskrit	:	Dr. Bhagwati Prasad. Retd. University Department of Sanskriti. Ranchi University Ranchi.
Urdu	:	Dr. Masooda Imam Retd. Professor of Urdu. Ranchi Women's College, Ranchi.
Hindi	:	Dr. Ranjeet Singh Principal S.S.M. College, Ranchi.
English	:	Dr. Vishnu Mahto University Department of English. Ranchi University Ranchi.
Economics	:	Dr. Ramesh Sharan, University Department of Economics. Ranchi University Ranchi.
Sociology	:	Dr. Mahammad Akram Department of Sociology, Aligarh Muslim University, Aligarh.
History	:	Dr. D.K. Sharan University Department of History. Ranchi University Ranchi.
Psychology	:	Prof. (Dr.) Meera Jaiswal Head Department of Psychology, N.P. University, Madininagar
Political Science:		Prof. (Dr.) Giuri Ghosh (Retd) University Department of Political Science. Ranchi University Ranchi.

Home science:	Prof. (Dr.) Rekha Sinha. B.A.U. Kanke Ranchi.
Geography :	Dr. (Mrs.) Birmla Srivastva University Department of Geography Ranchi University Ranchi.
Botany :	Dr. H.B. Sahu Ex. Head University Department of Botany. Ranchi University Ranchi.
Mathematics :	Prof. (Dr.) G.P. Sharan (Retd) University Department of Mathematics. Ranchi University Ranchi.
Philosophy :	Dr. Bimala Kumari Dean Faculty of Humanities. Ranchi University, Ranchi.
TRL :	Sri Umesh Tiwari University Department of T & R L. Ranchi University Ranchi.
Music :	Dr. Veena Pani Mahto Reader (Retd) Jamshedpur Women's College, Jamshedpur.
Commerce :	Dr. Vijay Bhadur Singh Associate Professor University Department of Commerce. Ranchi University Ranchi.
Fashion Designing:	Dr. Arpita Roy.
CN & D :	Dr. Asha Prasad University Department of Home Science. Ranchi University Ranchi.
Biotechnology:	Prof. (Dr.) H.P. Sharma University Department of Botany. Ranchi University Ranchi.
Computer Application: & I.T	Mr. S.Choudhary St. Xavier's College, Ranchi.
B.B.A.	Mr. Vijay Agrawal Asstt. Professor Department of M.B.A. B.I.T.

The Principal/ Prof.-in-Charge, Ranchi Women's College Ranchi will convene the meeting of Academic Council will be held meeting G.B. at least twice in year whereas meeting of Academic Council will be held meeting once in a year. T/A D/A will be paid to the members of the committees by the principal-in-charge, Ranchi Women's College, Ranchi.

By order of the Vice-Chancellor
Sd/-
Registrar
Ranchi University, Ranchi

Memo No. RU/RJ/8124/12

Dated 13.6.2012

Copy forwarded to :-

1. The Principal/Prof.-in-charge, Ranchi Women's College Ranchi for information in response to her letter no. G/94 dated. 29.02.2012, G/115 & G/116 both dated 22.03.2012 with a request to inform the members of her end.
2. The Finance Officer, Ranchi University, Ranchi. for information and n.o.
3. The P.A. to VC/PVC/FA/R for information to the VC / PVC/FA & Registrar

Jyoti Kumar
Registrar 13/6/12
Ranchi University, Ranchi
13/6

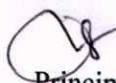
Notice

18th August 2012

The Meeting of Academic Council of Ranchi Women's College, Ranchi will be held on 25th August 2012 in the Seminar Hall of Science Block at 11.30 am to discuss and resolve on following agenda :

1. Recommendation to G.B. for approval syllabi approved passed by Board of Studies of all subjects as enclosed following semester system, academic regulations, instructional and evaluation arrangements, methods, procedures thereof from the academic session 2012-13
2. Recommendation to G.B. to institute 'Running Trophy' for the Topper of Economics sponsored by former H.o.D. Economics
3. Recommendation to G.B. for institution of new programme of study "M. Mus." approved by RU Syndicate
4. Regulations for Sports, Extra and Co Curricular Activities, proper maintenance and functioning of the playgrounds
5. Establishment of Research Centre
6. Any other academic matter

All concerned are requested to attend this meeting without fail so that concerned matters can be forwarded to the Finance Committee and Governing Body for approval. Member Secretary of Academic Council (Dr Raj Rajeshwari Verma, Department of Philosophy) is authorized to circulate this notice to all Members of College and write letters to University nominated Members to attend the meeting on 25th August 2012 at 2.30 pm in Science Block Seminar Hall. Four Experts from different fields can be invited in next meeting after approval of their names by Governing Body.



Principal

18/08/2012

**PRINCIPAL
RANCHI WOMEN'S COLLEGE
RANCHI**

Copy to All Heads/ Coordinators of different Departments

Meeting of Academic Council 25th August 2012

The Meeting of Academic Council of Ranchi Women's College, Ranchi held on 25th August 2012 in the Seminar Hall of Science Block at 11.30 am with three Members nominated by Ranchi University for two years, all the Heads and Coordinators of College and Principal as the Chairperson for discussion & resolution on following agenda :

- Academic Regulations for Courses , semester system examination, instructional and evaluation arrangements, methods, procedures there of from the academic session 2012-13
- Approval of different syllabi for recommendation to Academic Council & Syndicate of Ranchi University
- Approval of New M Mus Course approved by Academic Council & Syndicate of Ranchi University
- Approval of Seats for different Courses
- Recommendation to G.B. to institute 'Running Trophy' for the Topper of Economics sponsored by former H.o.D. Economics
- Regulations for Sports, Extra and Co Curricular Activities, proper maintenance and functioning of the playgrounds
- Establishment of Research Centre
- Any other academic matter (Appointment of Deans as per regulation)

As it was the first meeting of Ranchi Women's College Academic Council after achieving the status of autonomy so the Chairperson Dr. Manju Sinha welcomed all Heads and Coordinators of College as Members of Council and welcomed three Expert Members- two from Ranchi University Post Graduate Departments and third from Ranchi College, Ranchi - Dr S M P N Singh Shahi , Deptt. of English ; Dr Ashok Kumar Choudhary, Deptt. of Botany & Dr Namita Singh, Deptt. of Physics as nominated Member of Academic Council by Ranchi University vide memo no. R.U./R/8124/12 dated 13.06.2012. She announced four names representing different areas as nominated Experts of Academic Council to be approved by the Management Board in its forthcoming committee to be held on 27th September 2012.

The agenda were discussed one by one and following resolutions were taken :

- **Academic Regulations** : It was resolved that the regulations issued by Ranchi University for all autonomous colleges under Ranchi University will be followed in toto as per instruction of Ranchi University. The Course structure of Under Graduate level Honours/Major Subjects in six Semesters (each semester of six months - total course of three years) , Post Graduate Course level Courses of four semesters (each semester of six months - total course of two years) running in the academic session from July to December and January to June (including admission and examination process) every year.

Evaluation of students' progress through two examinations in each semester - Mid Semester Exams. after 2nd month of Semester and End Semester Exams. after 5th month of Semester was approved. Thus students will have to appear in four examinations in a year now instead of one Annual Examination in a year. It was decided to follow the instructional and evaluation arrangements, methods, procedures as instructed by Ranchi University. However, the option for choice based credit system was also discussed for admission in some subjects as per consent of Deans of concerned subjects in Ranchi University. The Course structure and Examination Schedule was approved by the Council in the light of Ranchi University regulation. (Chart given in the end- Anx. 1 & Anx. 2).

- **Approval of Syllabi** : As suggested in the regulation of UGC and RU Rules it was clear that all courses running in any constituent unit of University is deemed to be approved. But we need the approval of the syllabi being passed by the Board of Studies of Ranchi Women's College with certain modifications in course contents by some departments without distorting the format / structure of Semester wise teaching as approved by Ranchi University for autonomous Colleges under it. So all the courses were presented before the Experts. Some modifications / suggestions were made and all syllabi were approved by the Council for recommendation to the Academic Council and Syndicate of Ranchi University in Semester format.
- **Approval of new Course M. Mus.** : The new Course of M Mus already approved by the Academic Council and Syndicate of Ranchi University was presented. But the Head of Music Department showed her inability in starting it right now due to some technical reasons like least (03) number of

applicants, problem of infrastructure - both Teachers , Room and Equipment etc. So it was decided to discuss this matter elaborately in another meeting.

- **Approval of Seats** : The Chairperson suggested to fix the number of seats for admission in all subjects. With the consent of Heads of departments the sanctioned seats for admission in First Year was fixed. The number of seats for Vocational Courses was also fixed with consent of Coordinators and Chairperson. The Principal was given authority to enhance 5 to 10 % seats in Commerce, 5 & 2 seats respectively in each Subjects of Arts' & Science faculty and 5 to 10 seats in Self Financing Courses except B.Ed. if the pressure of applicants mounts heavily on the management. These will be additional seats beyond sanctioned seats.

(Chart of sanctioned seats in the end - Anx. 3)

- **Institution of Scholarship, Award, 'Running Trophy' etc. for students** : As per UGC guidelines the Council discussed to institute Scholarship, Award , Trophy, Medal to students. It was unanimously resolved to sustain following running Trophies :

- (i) Running Trophy to the Topper Student of Final Year Economics Honours sponsored by former Head of Economics Department Mrs Meera Banerjee
- (ii) Individual Championship Trophy to the Best Athlete of Annual Athletic Meet of College.
- (iii) Running Overall Championship Trophy to the Winner Faculty in Annual Athletic Meet of College every year.

It was decided that the Principal be authorized to accept new proposals for instituting Medals, Awards, Trophies, Scholarships or any type of supportive scheme for Physically Challenged or BPL students for the welfare of students.

- **Regulations for Sports, Extra and Co Curricular Activities** : For this agenda Principal has been authorized to constitute new Committees for promotion and maintenance of sports, Extra and Co Curricular activities in the Campus delegating duties and power to these Sub Committees. The Principal informed the Council that she had sent a proposal to UGC Office for sanction of fund for wooden Badminton Court and mini stadium for the ground which has been accepted and UGC has released Rs. Twenty Three Lakhs to the College for this purpose in 2012. The Principal was authorized to look after the maintenance of three Hostels running in the College on "No Loss, No Profit" basis in the capacity of Warden with the help of Hostel Superintendents and Matrons for each Hostels.

- **Establishment of Research Centre & Language Lab.** : The proposal to request University to allow for establishing "Inter Disciplinary Research Centre" in the College for some subjects like Hindi, English, Political Science, Economics, History, Botany, Zoology and Chemistry was applauded and accepted unanimously. It will support Teaching Faculty to continue their research projects and get Research Scholars for M. Phil. & Ph. D. registered under them at this Centre. The Council approved the proposal of establishing Language Laboratory also.

- **Appointment of Deans as Member of Academic Council** : It was resolved to notify following four names out of senior teaching faculty members as Member of Academic Council in the capacity of Deans of four faculties . They will be in charge of all academic activities - right from master routine publication to course completion, admission process , progress and evaluation of students, feedback on teaching by students, monitoring on teachers' research work, examination and evaluation up to tabulation and result publication of their respective faculties.

- (i) Dean, Science Faculty - Prof. Madhavi Srivastava, Deptt. of Botany
- (ii) Dean, Commerce Faculty - Dr. Neelima Herenze, Deptt. of Commerce
- (iii) Dean, Humanities Faculty - Dr. Kiran Mishra , Deptt. of English
- (iv) Dean, Social Science Faculty - Dr. Bina Tiru, Deptt. of History

The Chairperson of Academic Council nominated the name of Dr. Meena Sahay as over all-in-Charge (like wise Dean) of all Self Financing Courses in the College for smooth functioning, timely budget preparation, conduct of Practical Examinations and other important factors where her experienced suggestions can be sought.



Course Structure of UG Honours (Non Practical Subject) of Six Semesters

	HONOURS In One Subject Of 1600 Marks From I to VI Semester	SUBSIDIARY In Two Subjects Of 400 Marks each Total 800 Marks Till IV Semester only <u>Exam. in End Sem.</u>	Compulsory MIL Of 400 Marks (a) Hindi - 100 Marks (b) Non Hindi - 100 Marks {Hindi - 50 marks + Alt. English/MB - 50 marks Till IV Semester Only <u>Exam. in End Sem.</u>	Compulsory EVS Of 200 Marks In V & VI Semester only
SEMESTER I July to December	Paper 1 - 100 Marks (Pass Marks - 45) Paper 2 - 100 Marks (Pass Marks - 45) Mid Sem. Exam of 20 Marks of each Paper before DP Vacation. End Sem. Exam. of 80 Marks of each Paper around December.	Paper 1 - 100 Marks (Pass Marks - 33) Paper 1 - 100 Marks (Pass Marks - 33)	Paper 1 - 100 Marks (Pass marks - 33 - minimum 15 in Hindi & Alt. English/MB each)	
SEMESTER II January to June	Paper 3 - 100 Marks (Pass Marks - 45) Paper 4 - 100 Marks (Pass Marks - 45) Mid Sem. Exam of 20 Marks of each Paper before Holi Vacation. End Sem. Exam. of 70 Marks of each Paper before Summer Vacation.	Paper 2 - 100 Marks (Pass Marks - 33) Paper 2 - 100 Marks (Pass Marks - 33)	Paper 2 - 100 Marks (Pass marks - 33 - minimum 15 in Hindi & Alt. English/MB each)	
SEMESTER III July to December	Paper 5 - 100 Marks (Pass Marks - 45) Paper 6 - 100 Marks (Pass Marks - 45) Mid Sem. Exam of 20 Marks of each Paper before DP Vacation. End Sem. Exam. of 80 Marks of each Paper around December.	Paper 3 - 100 marks (Pass Marks - 33) Paper 3 - 100 marks (Pass Marks - 33)	Paper 3 - 100 Marks (Pass marks - 33 - minimum 15 in Hindi & Alt. English/MB each)	
SEMESTER IV January to June	Paper 7 - 100 Marks (Pass Marks - 45) Paper 8 - 100 Marks (Pass Marks - 45) Mid Sem. Exam of 20 Marks of each Paper before Holi Vacation. End Sem. Exam. of 80 Marks of each Paper before Summer Vacation.	Paper 4 - 100 marks (Pass Marks - 33) Paper 4 - 100 marks (Pass Marks - 33)	Paper 4 - 100 Marks (Pass marks - 33 - minimum 15 in Hindi & Alt. English/MB each)	
SEMESTER V July to December	Paper 9 - 100 Marks (Pass Marks - 45) Paper 10 - 100 Marks (Pass Marks - 45) Paper 11 - 100 Marks (Pass Marks - 45) Paper 12 - 100 Marks (Pass Marks - 45) Mid Sem. Exam of 20 Marks of each Paper before DP Vacation. End Sem. Exam. of 80 Marks of each Paper around December.			EVS Paper 1 100 Marks Pass Marks - 33
SEMESTER VI January to June	Paper 13 - 100 Marks (Pass Marks - 45) Paper 14 - 100 Marks (Pass Marks - 45) Paper 15 - 100 Marks (Pass Marks - 45) Paper 16 - 100 Marks (Pass Marks - 45) Paper 16 m May be Project Work & Presentation. Topic to be given by concerned Project Supervisor authorized as per resolution of departmental council. Mid Sem. Exam of 20 Marks of each Paper before Holi Vacation. End Sem. Exam. of 80 Marks of each Paper before Summer Vacation.			EVS Paper 2 100 Marks Pass Marks - 33

* * * * *

MGA

Course Structure of UG Honours (Practical Subject) of Six Semesters

	HONOURS In One Subject Of 1600 Marks From I to VI Semester	SUBSIDIARY In Two Subjects Of 400 Marks each Total 800 Marks Till IV Semester only <u>Exam. in End Sem.</u>	Compulsory MIL Of 400 Marks (a) Hindi - 100 Marks (b) Non Hindi – 100 Marks {Hindi – 50 marks + Alt. English/MB – 50 marks Till IV Semester only <u>Exam. in End Sem.</u>	Compulsory EVS Of 200 Marks In V & VI Semester only
SEMESTER I July to December	Paper 1 - 75 Marks Paper 2 - 75 Marks Practical - 50 Marks (Pass Marks - 34 each Paper) Mid Sem. Exam of 15 Marks of each Paper before DP Vacation. End Sem. Exam. of 60 Marks of each Paper around December. One Practical Exam. in End Semester of 50 Marks (Pass Marks - 23)	Paper 1 - 75 Marks Paper 1 - 75 Marks (Pass Marks - 23 each) Practical - 50 Marks 25 Marks Each Subject (Pass Marks - 10 each)	Paper 1- 100 Marks (Pass marks – 33 - minimum 15 in Hindi & Alt. English/MB each)	
SEMESTER II January to June	Paper 3 - 75 Marks Paper 4 - 75 Marks Practical - 50 Marks (Pass Marks - 34 each Paper) Mid Sem. Exam of 15 Marks of each Paper before Holi Vacation. End Sem. Exam. of 60 Marks of each Paper before Summer Vacation. One Practical Exam. in End Semester of 50 Marks (Pass Marks - 23)	Paper 2 - 75 Marks Paper 2 - 75 Marks (Pass Marks - 23) Practical - 50 Marks 25 Marks Each Subject (Pass Marks - 10 each)	Paper 2 - 100 Marks (Pass marks – 33 - minimum 15 in Hindi & Alt. English/MB each)	
SEMESTER III July to December	Paper 5 - 75 Marks Paper 6 - 75 Marks Practical - 50 Marks (Pass Marks - 34 each Paper) Mid Sem. Exam of 15 Marks of each Paper before DP Vacation. End Sem. Exam. of 60 Marks of each Paper around December. One Practical Exam. in End Semester of 50 Marks (Pass Marks - 23)	Paper 3 - 75 Marks Paper 3 - 75 Marks (Pass Marks - 23) Practical - 50 Marks 25 Marks Each Subject (Pass Marks - 10 each)	Paper 3- 100 Marks (Pass marks – 33 - minimum 15 in Hindi & Alt. English/MB each)	
SEMESTER IV January to June	Paper 7 - 75 Marks Paper 8 - 75 Marks Practical - 50 Marks (Pass Marks - 34 each Paper) Mid Sem. Exam of 15 Marks of each Paper before Holi Vacation. End Sem. Exam. of 60 Marks of each Paper before Summer Vacation. One Practical Exam. in End Semester of 50 Marks (Pass Marks - 23)	Paper 4 - 75 Marks Paper 4 - 75 Marks (Pass Marks - 23) Practical - 50 Marks 25 Marks Each Subject (Pass Marks - 10 each)	Paper 4 - 100 Marks (Pass marks – 33 - minimum 15 in Hindi & Alt. English/MB each)	
SEMESTER V July to December	Paper 9 - 100 Marks Paper 10 - 100 Marks Paper 11 - 100 Marks (Pass Marks - 45 each Paper) Mid Sem. Exam of 20 Marks of each Paper before DP Vacation. End Sem. Exam. of 80 Marks of each Paper around December. One Practical Exam. in End Semester of 100 Marks (Pass Marks - 45)			EVS Paper 1 100 Marks Pass Marks - 33
SEMESTER VI January to June	Paper 12 - 100 Marks Paper 13 - 100 Marks Paper 14 - 100 Marks (Pass Marks - 45 each Paper) Mid Sem. Exam of 20 Marks of each Paper before Holi Vacation. End Sem. Exam. of 80 Marks of each Paper before Summer Vacation. One Practical Exam. in End Semester of 100 Marks (Pass Marks - 45)			EVS Paper 2 100 Marks Pass Marks - 33

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Examination Schedule

Semester Wise Examinations	Total Papers & Total Marks	Details of Papers
Semester 1 (1 Mid Sem.+ 1 End Sem.)	5 Papers of 500 Marks	2 Honours Papers of 200 Marks 2 Subsidiary Papers of 200 Marks 1 Compulsory MIL of 100 Marks
Semester 2 (1 Mid Sem.+ 1 End Sem.)	5 Papers of 500 Marks	2 Honours Papers of 200 Marks 2 Subsidiary Papers of 200 Marks 1 Compulsory MIL of 100 Marks
Semester 3 (1 Mid Sem.+ 1 End Sem.)	5 Papers of 500 Marks	2 Honours Papers of 200 Marks 2 Subsidiary Papers of 200 Marks 1 Compulsory MIL of 100 Marks
Semester 4 (1 Mid Sem.+ 1 End Sem.)	5 Papers of 500 Marks	2 Honours Papers of 200 Marks 2 Subsidiary Papers of 200 Marks 1 Compulsory MIL of 100 Marks
Semester 5 (1 Mid Sem.+ 1 End Sem.)	5 Papers of 500 Marks	4 Honours Papers of 200 Marks 1 Compulsory Paper of EVS
Semester 6 (1 Mid Sem.+ 1 End Sem.)	5 Papers of 500 Marks	4 Honours Papers of 200 Marks 1 Compulsory Paper of EVS
Six Mid. & Six End Sem. Exams - Total 12 Exams. in Three Years	Total - 30 Papers Total - 3000 Marks	16 Honours Papers - 1600 Marks 04 I Subsidiary Papers - 400 Marks 04 II Subsidiary Papers - 400 Marks 04 Compulsory MIL Papers - 400 Marks 02 EVS Paper - 200 Marks ----- 30 Papers - 3000 Marks

* * * * *

M. S. S.

Sanctioned Seats

Sr.	Subjects	Under Graduate	Post Graduate
1.	Hindi	120	75
2.	English	100	50
3.	Sanskrit	50	
4.	Urdu	80	
5.	Bengali	50	
6.	Philosophy	80	
7.	History	120	100
8.	Political Science	100	50
9.	Economics	100	50
10.	Geography	100	
11.	Psychology	75	
12.	Sociology	100	
13.	Home Science	64	45
14.	Music	25	25
15.	Nagpuri	50	
	Khurux	50	
	Mundari	50	
	Khoratha	50	
	Kurmali	50	
	Panch Paragnia	50	
16.	Commerce	450	
17.	Fashion Designing	50	
18.	Computer Application	85	
19.	Physics	75	
20.	Chemistry	75	40
21.	Botany	75	40
22.	Zoology	75	40
23.	Mathematics	100	
24.	B. Ed.	100	
25.	Bio Technology	85	
26.	Information Tech.	85	
27.	Business Adm.	110	
28.	C. N. & D.	50	

M/S

**APPROVAL OF FOLLOWING SYLLABI AS APPROVED FROM ACADEMIC COUNCIL OF RWC FOR
ONWARD TRANSMISSION TO ACADEMIC COUNCIL & SYNDICATE OF RANCHI UNIVERSITY**

Regular/ Formal Courses MA-6, M Sc-3 = 9 PG + BA-15, B Sc-5, B Com-1 = 21 UG

Self Financing Courses - 6 + 1 B Ed = 7 Total - 37 Subjects

Range of Programme options offered at UG (Honours) or PG level		
29.	Hindi	Three Semesters' UG Course & Four Semesters' PG Course
30.	English	Three Semesters' UG Course & Four Semesters' PG Course
31.	Sanskrit	Three Semesters' UG Course
32.	Urdu	Three Semesters' UG Course
33.	Bengali	Three Semesters' UG Course
34.	Philosophy	Three Semesters' UG Course
35.	Music	Three Semesters' UG Course
36.	History	Three Semesters' UG Course & Four Semesters' PG Course
37.	Political Science	Three Semesters' UG Course & Four Semesters' PG Course
38.	Economics	Three Semesters' UG Course & Four Semesters' PG Course
39.	Geography	Three Semesters' UG Course
40.	Psychology	Six Semesters' UG Course
41.	Home Science	Six Semesters' UG Course & Four Semesters' PG Course
42.	Commerce	Six Semesters' UG Course
43.	Physics	Six Semesters' UG Course
44.	Chemistry	Six Semesters' UG Course & Four Semesters' PG Course
45.	Botany	Six Semesters' UG Course & Four Semesters' PG Course
46.	Zoology	Six Semesters' UG Course & Four Semesters' PG Course
47.	Mathematics	Six Semesters' UG Course
48.	Bio Technology	Six Semesters' UG Course (Self Financing)
49.	Computer Application	Six Semesters' UG Course (Self Financing)
50.	Information Technology	Six Semesters' UG Course (Self Financing)
51.	Business Administration	Six Semesters' UG Course (Self Financing)
52.	Fashion Designing	Six Semesters' UG Course (Self Financing)
53.	C. N. & D.	Six Semesters' UG Course (Self Financing)
54.	Nagpuri (T. & R. L.)	Six Semesters' UG Course
55.	Xurux (T. & R. L.)	Six Semesters' UG Course
56.	Mundari (T. & R. L.)	Six Semesters' UG Course

P.G. Courses - 09 (06 MA + 03 M Sc)
UG Courses - 21 (15 BA + 05 B Sc + 1 B Com)
Self Financing Courses - 07 (01 BA + 3 B Sc + 01 Multi-Faculty + 01 B Ed)

37 Programme Options

M. S. S.

Four Experts (representing areas like Industry, Commerce, Law,
Education, Medicine Engineering etc) as Members of Academic Council
of Ranchi Women's College
As per UGC Norms



ANNEXURE IV

1. Dr. P. D. Sinha - Director, Abdul Razzaque Ansari Memorial Weavers' Hospital (Apollo Hospitals Group, Irba), for a period of two years
2. Dr. S. L. N. Das - Professor, Commerce & MBA Department, Ranchi University, for a period of two years
3. Dr. Ramesh Sharan - Educationist & Professor, Department of Economics, Ranchi University, for a period of two years
4. Dr. Karuna Jha (M.B.B.S.) -Bharati Hospital, Koker, Ranchi, for a period of two years

Place : Ranchi

Date : 14th August 2012


Dr Manju Sinha
Principal

PRINCIPAL
RANCHI WOMEN'S COLLEGE
RANCHI

NOTIFICATION OF EXAMINATION COMMITTEE

28/8/2012

Following Teachers of College are appointed as Members of Examination Committee of Ranchi Women's College, Ranchi with effect from 1st August 2012. No nominated Member shall serve the Committee for two consecutive terms. If a nominated Member fails to attend three consecutive meetings of the Examination Committee she shall be replaced.

Sr.	Name	Designation	Member
1.	Dr Manju Sinha	Principal	Chairperson
2.	Dr Nanda Ghosh	Prof-in-Change	Member - 2 Years
3.	Dr Kiran Mishra	Bursar 1 & Dean of Humanities	Member - 2 Years
4.	Mrs. Bina Tiru	Dean of Social Science	Member - 2 Years
5.	Dr Madhavi Srivastava	Dean of Science	Member - 2 Years
6.	Dr, Nilima Herenze	Dean of Commerce	Member - 2 Years
7.	Dr. Sudha Upadhyay	Dean of Student's Welfare	Member - 2 Years
8.	Dr. Meena Sahay	Representative Vocational Course	Member - 2 Years
9.	Ms. Subhra Chatterjee	Controller of Examination	Convener cum Member Secretary
10.	Dr. Phulmani Dhan	Deputy Controller of Examination	Member

Functions :

1. Formulation of Policy Guidelines for the conduct of all College Examinations
2. Review the results of College Examinations before Publication for the purpose of moderation if required
3. Review periodically the examination system including the results followed up by submission of report in the next meeting of the Academic Council
4. Consideration of complaints regarding un fair means in examination leading to constitution of enquiry committee and complaints of students regarding evaluation through concerned Deans / DSW.
5. Proposal for amendment for improvement in quality of Examination system
6. Appointment of Observer during conduct of End Sem. Examinations who will submit daily report to the Principal every day.
7. Fixation of remuneration for question setting, Invigilation, evaluation and tabulation and honorarium to concerned office bearers for conducting examinations.

Principal cum Chief Controller

PRINCIPAL
RANCHI WOMEN'S COLLEGE
RANCHI

NOTIFICATION OF REVISED EXAMINATION COMMITTEE

G/127A


29/11/2012

Following Teachers of College are appointed as Members of Examination Committee of Ranchi Women's College, Ranchi with effect from 1st August 2012. No nominated Member shall serve the Committee for two consecutive terms. If a nominated Member fails to attend three consecutive meetings of the Examination Committee she shall be replaced.

Sr.	Name	Designation	Member
1.	Dr Manju Sinha	Principal	Chairperson
2.	Dr Nanda Ghosh	Prof-in-Change	Member - 2 Years
3.	Dr Kiran Mishra	Bursar 1 & Dean of Humanities	Member - 2 Years
4.	Mrs. Bina Tiru	Dean of Social Science	Member - 2 Years
5.	Dr Madhavi Srivastava	Dean of Science	Member - 2 Years
6.	Dr, Nilima Herenze	Dean of Commerce	Member - 2 Years
7.	Dr. Sudha Upadhyay	Dean of Student's Welfare	Member - 2 Years
8.	Dr. Meena Sahay	Representative Vocational Course	Member - 2 Years
9.	Ms. Subhra Chatterjee	Controller of Examination	Convener cum Member Secretary
10.	Dr. Phulmani Dhan	Deputy Controller of Examination	Member
11.	Dr. Shraddha Srivastava	Arts Faculty	Member
12.	Dr. Indira Pathak	Social Science	Member
13.	Dr. Asha Lata Sinha	Science Faculty	Member

Functions of Examination Committee :

1. Formulation of Policy Guidelines for the conduct of all College Examinations
2. Review the results of College Examinations before Publication for the purpose of moderation if required
3. Review periodically the examination system including the results followed up by submission of report in the next meeting of the Academic Council
4. Consideration of complaints regarding un fair means in examination leading to constitution of enquiry committee and complaints of students regarding evaluation through concerned Deans / DSW.
5. Proposal for amendment for improvement in quality of Examination system
6. Appointment of Observer during conduct of End Sem. Examinations who will submit daily report to the Principal every day.
7. Fixation of remuneration for question setting, Invigilation, evaluation and tabulation and honorarium to concerned office bearers for conducting examinations.


Principal cum Chief Controller

PRINCIPAL
RANCHI WOMEN'S COLLEGE
RANCHI



Ranchi Women's College

Ranchi

(Ranchi University Constituent Autonomous College)

Established
In 1949



06512562221

Meeting of Examination Board

15/09/2012

The Meeting of Examination Committee of Ranchi Women's Committee, Ranchi held today in the chamber of Principal at 2 pm to discuss following agenda :

1. Re-scheduling the date of Semester 1 examination
2. Decision about Registration Form & Slip , Admit Card, Marks Sheet, Examination Form, & its price
3. Fixation of Remuneration for Question Setting, Invigilation , Evaluation, Tabulation and honorarium to concerned Office Bearers for conducting Examinations

The committee discussed all agenda and took following resolutions :

1. It was decided to re-schedule the Semester I examination on 8th (Monday) & 9th (Tuesday) October 2012 ;
2. As per resolution M/s Synchronous Software is authorized to prepare and print Registration Form and Slip and Admit Card by 24th September 2012. They will issue Mark Sheets as well. The Controller of Examination is asked to give written requirement for printing Examination Forms and Answer Books . It was decided that confidential printing will be materialized by the Controller of Examinations and Principal only. The Examination Form prepared by College Examination Cell is approved for printing. For the decision on Fees following Fee is recommended by the Examination Committee to the Finance Committee for approval :

Sr.	For General & OBC Students		For SC & ST Students		For BPL & Physically Challenged Students	
	Head	Fee	Head	Fee	Head	Fee
i.	Mid Examination Form Cost	30	Mid Examination Form Cost	30	Mid Examination Form Cost	30
ii.	End Examination Form Cost	30	End Examination Form Cost	30	End Examination Form Cost	30
iii.	College Registration Fee	50	College Registration Fee	50	College Registration Fee	50
iv.	Examination Fee (Mid & End)	500	Examination Fee (Mid & End)	400	Examination Fee (Mid & End)	Nil
	Total	550	Total	450	Total	50
v.	Late Fine before End Sem. Exam.	250	Late Fine Before End Sem. Exam.	200	Late Fine before End Sem. Exam.	Nil

3. For agenda 3 it is decided to discuss in next meeting.

P. Dhan
Dy Controller of Ex.

Subho Chandra
Controller of Examination

[Signature]
Principal cum Chief Controller

[Signature] 17.9.12
Dean, Commerce

[Signature] 17.9.12
Dean, Science

[Signature] 17.9.12
Dean, Humanities

[Signature] 17.9.12
Dean, Social Science

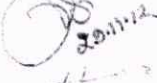
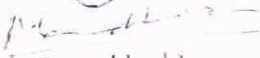
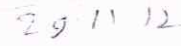
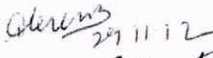

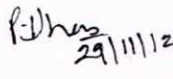
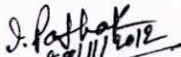
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In Charge Vocational Courses

15th September 2012

Meeting of Examination Committee

29/11/2012

Meeting of Examination Committee held today at 1.30 pm in Principal's Chamber with following Members :

1. Chief Controller cum Principal – Dr. Manju Sinha 
2. Dean of Science – Dr. Madhavi Srivastava 
3. Dean of Social Science – Prof. Bina Tiru 
4. Dean of Commerce – Dr. Neelima Herenze 
5. Controller of Examination – Prof. Subhra Chatterjee 
6. Deputy Controller of Examination – Dr. Phulmani Dhan - 
7. Member - Dr Sudha Upadhyay
8. Member - Dr Asha Lata Sinha
9. Member - Dr Indira Pathak ; 

Following Agenda were taken up and discussed :

1. Examination Calendar
2. Approval of different types of rates of Remuneration
3. Printing of Answer Books and confidential items
4. Purchase of Papers & Stationery
5. Opening of Examination Fund Account

After discussion on above mentioned agenda following resolutions were taken :



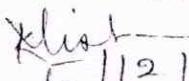
1. PG Mid Sem 1 & UG End Sem 1 Examination Calendar prepared by Controller & Asst. Controller of Examinations have been approved. Controller of Examination is directed to notify the said calendars.
2. For different types of rates of remuneration it was decided to follow the rates of Ranchi College with a few changes prepared by Examination Board (enclosed). The Committee recommends it to the Finance Committee for approval in anticipation of approval by Governing Body also.
3. For Printing of Answer Books & Confidential Materials following resolutions have been made - Purchase Committee will invite quotations from different local firms for printing of Answer Books and place order to any one firm following due process.
For printing of confidential materials three quotations from different Printers were opened as "Printer A", "Printer B" & "Printer C". On the basis of rates, reputation and experience it was decided to place order to "Printer B". The Controller of Examination is authorized to submit the sealed questions of all subjects & papers for End Sem Examination of First Semester to "**Printer B**" for printing questions on the basis of rates submitted by "Printer B". This printing and its procedure will remain confidential and maintained by C.E. & Principal. "Printer B" will be engaged for one year if his services remain satisfactory.
4. It was decided to purchase papers (watermark) for mark sheets and stationery by the Examination Committee as per requirements inviting Bursar in this meeting.
5. Accounts Section was authorized to open new account for Examination Section so that different payment of remuneration to Teachers & staff can be made on time against different types of work of examination & evaluation duty. It was reported that process has been initiated and this account will run with the Examination fees deposited by the students. it will be operated jointly by the Principal & the Controller of Examination. In absence of Controller of Examination the Principal can operate it jointly with Asst. Controller of Examination for emergency and unavoidable payments only.

Meeting of Finance Committee

Date: 05/12/2011

A Meeting of Finance Committee held today in the Chamber of Principal with following Members to discuss and resolve on following agenda.

Members Present :

Sr.	Name	Designation	Status	Signature
1.	Dr Manju Sinha	Principal	Chairman	
2.	Dr Madhavi Srivastava	Professor	Member (Sr. Most Teacher)	
3.	Dr Meena Sahay	Associate Professor	Member (Nominated)	
4.	Dr Kiran Mishra	Associate Professor & Bursar	Invited Member	

Agenda :

1. Opening the Account of Examination Fund
2. Approval of different Rates & Fees recommended by Examination Committee
3. Transfer of 80 % Fund from A/c A to different Students' Accounts for 2012-13 Session in light of RU letter no.A/c 165-204/11 dated 18/01/2011.


Resolutions Taken :

1. It was discussed that Examination Section is facing lots of problems in want of fund. So it was decided that an account should be separately opened as "Ranchi Women's College Examination Fund Account" in which the College registration fee and College examination fee deposited by students will be deposited. All examination related expenses will be borne with this fund. This account will be jointly operated by the Chief Controller and Controller of Examinations. During emergency / long leave of Controller of Examinations the Principal can bestow the financial power on Asst. Controller of Examinations for signing the cheque if so required in urgency. The committee resolves that after opening this fund the College Registration & Examination fees deposited this year (after autonomy status) by Undergraduate and Postgraduate First Year students will be transferred to this account from A/c A.
2. The proposal submitted by Controller of Examination about different types of remuneration , honorarium, rates, fees etc based on Ranchi College (Autonomous College) was discussed and it was approved with slight changes. The approved rate is being enclosed. The Committee authorizes the Principal to notify the approved rates of remunerations, honorariums, fees etc.
3. The committee decides to approve the transfer of different students' fund from A/c A to A/C B, C, D, E and from A/c A1 to A/c C in light of Ranchi University letter no. A/c 165-204/11 dated 18/01/2011 as per instruction of the said letter. As per instruction the College will send 20% of total fund of Vocational / Self Financed Courses of current academic year deposited in A/c A to the University Vocational Account and transfer remaining 80% of this fund to College Account C. For this the Committee resolves that transfer advice should be prepared by Mr S K Sinha as per instruction.
Details of approved rates of examination department and details of transfer required is enclosed herewith.

Particulars for Examinations

1.	Remuneration for Paper Setting for BA/B.Sc./B.Com. Hon./Sub. MIL/MB End Semester Theory & Practical Exam	Rs. 500/- per Paper
2.	Remuneration for Evaluation of Answer Books of BA/B.Sc./B.Com. Hon & MA/M.Sc. Mid Sem Theory Exam	Rs. 5/- per A. Book (minimum Rs. 50/-)
3.	Remuneration to Examiners for Evaluation of Answer Books of BA/B.Sc./B.Com. Hon./ Sub / MIL/MB End Theory & Practical Semester Exam.	Rs. 10/- per A. Book (minimum Rs. 100/-)
4.	Head Examiners Fee for revision of A. Books of BA/B.Sc./B.Com. Hon / Sub / MIL/MB End. Theory Semester Exam. besides remuneration of 10% of total answer books evaluated by Co Examiners under HE	Rs. 400/- (at four Examiners) Rs. 600/- (above four Examiners)
5.	Head Examiners Fee for revision of A. Books of MA./M.Sc./M.Com. End. Theory Semester Exam. besides remuneration of 10% of total answer books evaluated by Co Examiners under HE	Rs. 500/- fixed (at four Examiners) Rs. 700/- (above four Examiners)
6.	Remuneration for Paper Setting of MA./M.Sc. End Semester Theory & Prac. Exam.	Rs. 600/- per Paper
7.	Remuneration for Evaluation of MA./M.Sc. End Theory & Practical Semester Exam.	Rs. 15/- per A. Book (minimum Rs. 150)
8.	Refreshment for Invigilation Duty of three hours' UG & PG End Sem Examinations during normal days (1 invigilator at 25 Examinees)	Rs. 30/- per Sitting
9.	Refreshment for Invigilation Duty of three hours' UG & PG End Sem Examinations during holidays (1 invigilator at 25 Examinees)	Rs. 70/- per Sitting
10.	Refreshment to Centre Superintendent for UG & PG End Sem Examinations during normal days	Rs. 60/- per Sitting
11.	Refreshment to Centre Superintendent for UG & PG End Sem Examinations during holidays	Rs. 130/- per Sitting
12.	Refreshment to Asst. Centre Superintendent for UG & PG End Sem Examinations during normal days	Rs. 45/- per Sitting
13.	Refreshment to Asst. Centre Superintendent for UG & PG End Sem Examinations during holidays	Rs. 100/- per Sitting
14.	Refreshment to Controller of Examinations for UG & PG End Sem Examinations during normal days	Rs. 45/- per Sitting
15.	Refreshment to Controller of Examinations for UG & PG End Sem Examinations during holidays	Rs. 100/- per Sitting
16.	Refreshment to Deputy /Asst. Controller of Examinations for UG & PG End Sem Examinations during normal days (1 ACE at 500 examinees ; 2 ACE up to 1000 examinees ; 3 ACE up to 1500 examinees ; 4 ACE up to 2000 or more examinees.	Rs. 40/- per Sitting
17.	Refreshment to Deputy/ Asst. Controller of Examinations for UG & PG End Sem Examinations during holidays days (1 ACE at 500 examinees ; 2 ACE up to 1000 examinees ; 3 ACE up to 1500 examinees ; 4 ACE up to 2000 or more examinees.	Rs. 90/- per Sitting
18.	Refreshment to Class III Staff engaged in Control Room during Mid Sem Exam. (One clerk only)	Rs. /40- per day
19.	Refreshment to Class III Staff engaged in Control Room during End Sem Exam. (As per requirement of Control Room not exceeding four)	Rs. /40- per day
20.	Refreshment to Grade IV Staff in Control Room (Peon, Daftari-Packer - for more than 4 hours)	Rs. 30/- per day
21.	Refreshment to Guard, Sweeper, Waterman etc (for 3 hours duty)	Rs. 25/- per day
22.	Refreshment to Departmental Class III / IV staff for Hon/Sub End Sem. Practical Exams.	Rs. 35/- (III) & Rs. 25/- (IV) per day
23.	Contingency for Hon/Sub End Sem Science & Arts Practical Exams. per examinees allotted	Rs. 5/- (Sc.) Rs. 3/- (Arts)
24.	Conveyance & Refreshment Charge to External Examiner only for Practical Examination	Rs. 50/- per day
25.	Remuneration for Viva Voce Exam of MA / M Sc/ BA/ B Sc / B Com etc	Rs. 11/- per candidate (minimum Rs. 65/-)

HS



28.	Remuneration to couple of Tabulators for End Semester UG Examinations' computerized tabulation	Rs.200/- at every 100 examinees each Tabulator
29.	Remuneration to couple of Tabulators for End Semester PG Examinations' computerized tabulation	Rs.300/- at every 100 examinees each Tabulator
30.	Remuneration to Teachers for Scrutiny including revision, re-evaluation, remarking	Rs.15/- per A Book to old Examiner
31.	Remuneration to menial Staff Locating A. Book	Rs.3/- per A Book
32.	Remuneration to Contractual Accounts in Charge for checking & verification of Examiners' Evaluation Bill for Answer Books	Rs.5/- per Examiner Bill

Students' Examination Fees Approved

Sr.	Details	
1.	Mid Examination Form Cost for UG & PG (For all Category)	Rs. 30/-
2.	End Examination Form Cost for UG & PG (For all Category)	Rs.30/-
3.	Ranchi University Registration Fee with RU Form Cost without fine (For all Category)	Rs.50/-
4.	Ranchi University Registration Fee with RU Form Cost with fine (For all Category)	Rs.250/-
5.	RWC Registration Fee with Form Cost without fine (For all Category)	Rs.50/-
6.	RWC Registration Fee with Form Cost with fine	Rs.300/-
7.	Examination Fee for Mid & End Semester of UG Theory & Practical (General & OBC)	Rs.500/-
8.	Examination Fee for Mid & End Semester of UG Theory & Practical (SC & ST)	Rs.400/-
9.	Examination Fee for Mid & End Semester of UG Theory & Practical (BPL & Phy. Chall.- all categories)	Nil
10.	Examination Fee for Mid & End Semester of PG Theory (Non Pract.) (General & OBC)	Rs.700/-
11.	Examination Fee for Mid & End Semester of PG Theory (Non Pract.) (SC & ST)	Rs.600/-
12.	Examination Fee for Mid & End Semester of PG Theory (Non Pract.) (BPL & Phy. Chal.)	Nil
13.	Examination Fee for Mid & End Semester of PG Practical (General & OBC)	Rs.800/-
14.	Examination Fee for Mid & End Semester of PG Practical (SC & ST)	Rs.700/-
15.	Examination Fee for Mid & End Semester of PG Practical (BPL & Phy. Chall.)	Nil
16.	Late Fine for submission of Exam Forms for Mid/End Semester UG Exams. (General & OBC)	Rs.250/-
17.	Late Fine for submission of Exam Forms for Mid/End Semester UG Exams. (SC & ST)	Rs.250/-
18.	Late Fine for submission of Exam Forms for Mid/End Semester UG Exams. (BPL & Phy. Chal.)	Nil
19.	Late Fine for submission of Exam Forms for Mid/End Semester PG Exams. (General & OBC)	Rs.250/-
20.	Late Fine for submission of Exam Forms for Mid/End Semester PG Exams. (SC & ST)	Rs.250/-
21.	Late Fine for submission of Exam Forms for Mid/End Semester PG Exams. (BPL & Phy. Chal.)	Nil
22.	Cost of Duplicate Mark Sheet or Duplicate Admit Card or Duplicate Registration Slip	Rs.50/-
23.	Cost of "Examination Appearing Certificate" before publication of Final Result	Rs.25/-
24.	Cost of Confidential Mark Sheet before publication of result on presentation of authentic document	Rs.200/-
25.	Fee for Scrutiny of Answer Books with revision, re-evaluation, remarking with Xerox copies of UG Answer Books	Rs.225/- per paper
26.	Fee for Scrutiny of Answer Books with revision, re-evaluation, remarking with Xerox copies of PG Answer Books	Rs.400/- per paper

Refreshment & Remuneration of Functionaries Approved

Sr.	Particulars for Regular Payments	Rates (Fixed p.m.)
1.	Refreshment to Chief Controller of Examination per month	Rs. 4000/-
2.	Refreshment to the Controller of Examinations	Rs. 4000/-
3.	Refreshment to Asst. Controller of Examinations	Rs. 4000/-
4.	Refreshment to Contractual System Administrator (Part Time)	Rs. 1000/-
5.	Remuneration to Contractual Computer Programmer cum Data Entry Operator (F.T.)	Rs.6000/-
6.	Remuneration to Contractual Data Entry Computer Operator (Full Time)	Rs.5500/-
7.	Remuneration to Contractual Clerk (Full Time)	Rs.4500/-
8.	Remuneration to Contractual Daftari (Full Time)	Rs.3700/-
9.	Remuneration to Contractual Peon cum Sweeper (Full Time)	Rs.3700/-

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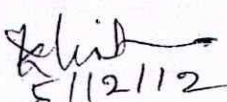
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Fund to be transferred from A/c A to B. The details are given below.

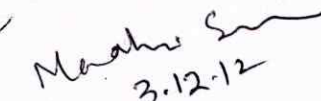
Sl. No.	Particulars	Amount	From A/c No.	To A/c No.
1.	Merged Scheme Grants sent by UGC	300000	A	C
2.	UGC Major Research Project Grant (Dr Shilpa Kumari)	953800	A	C
3.	UGC Additional Grant for Equipment	1159236	A	C
4.	Examination Fee	788800	A	C
5.	Excursion Fund of Students	30900	A	B
6.	Sports & Culture Activities	500000	A	E
7.	Building & Development Account (11-12, 12-13)	1385000	A	C
8.	Laboratory Fee	500000	A	E
9.	Annual Charges (I. Card, CLC, Magazine, Poor Girls' Fund, NCC, Girl's Common Room etc for students)	1000000	A	E
10.	Sale of Admission Form (To be utilized for renovation of Chemistry Lab as per resolution of Building committee with due telephonic approval from F.O.)	1152000	A	C
11.	80% of Vocational Fund to College	7500000	A1	C
12.	20% of Vocational Fund to RU Voc Fund Rs.1875000)	1500000	RU Voc Fund	
13.	B Ed Fund	1500000	A1	C


BUDGET OF SELF FINANCING COURSES (2012-2013)

Sl. No.	INCOME	Expected Revenue	80% College Share	Proposed Expenditure	20% RU Share
1.	Computer Application	23,67,500	18,94,000	18,94,400	4,73,500
2.	Bio Technology	17,59,000	14,07,200	14,07,400	3,51,800
3.	B.B.A.	21,12,500	16,90,000	16,90,400	4,22,500
4.	Information Technology	22,14,000	17,71,200	17,71,400	4,42,800
5.	Fashion Designing	5,14,000	100% amount for College required	5,14,000	Not Possible due to paucity of Fund
6.	Clinical Nutrition & Dietetics	4,46,000	100% amount for College required	4,46,000	Not Possible due to paucity of Fund
Total Amount in Rupees		94,13,000	77,22,400	77,23,600	16,90,600
		Transfer of 75,00,000/- to College		Transfer of 15,00,000/- to RU	


5/12/12
Dr Kiran Mishra


5/12/12
Dr Meena Sahay


3.12.12
Dr Madhavi Srivastava



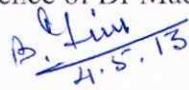
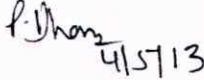

5/12/12
Dr Manju Sinha

**PRINCIPAL
RANCHI WOMEN'S COLLEGE
RANCHI**

Meeting of Examination Committee

04/05/2013

Meeting of Examination Committee held today at 1.30 pm in Principal's Chamber with following Members :

1. Chief Controller cum Principal – Dr. Manju Sinha  4.5.13
2. Dean of Science – Dr. Meena Sahay (In absence of Dr Madhavi Srivastava)  4.5.13
3. Dean of Social Science – Prof. Bina Tiru  4.5.13
4. Dean of Humanities - Dr Kiran Mishra
5. Dean of Commerce – Dr. Neelima Herenze
6. Controller of Examination – Prof. Subhra Chatterjee
7. Deputy Controller of Examination – Dr. Phulmani Dhan  4.5.13
8. Member - Dr. Sudha Upadhyay

Following Agenda were taken up and discussed :

1. Question Setting of UG Second Semester's End Sem. Examination
2. Evaluation of Sem. 1 & End Sem. of First Semester of PG held in April-May
3. Evaluation of B.Ed. Annual Exam held in April-May 2013
4. Payment of Remuneration to all functionaries engaged in UG First Semester's End Sem. Exam.
5. Payment to Printer for confidential matters
6. Shifting of Examination Cell from Arts to Science Block

After discussion on above mentioned agenda following resolutions were taken :

1. It was resolved to follow UGC regulation for question setting according to which fifty-fifty inside and outside is recommended. It was resolved to engage outside question setter for Honours Second Semester's End. Sem. examinations & insider Q. Setter (from College) for Subsidiary & MB/MIL Papers
2. It was resolved to send Answer Books of Sem. 1 & End Sem. of First Semester of PG to all Question Setters who are from outside. If anyone is not available the Controller is authorized to send to local Examiners (not of College).
3. For evaluation of B Ed Annual Exam Papers the Controller is authorized to send the questions to outside setters (of another University).
4. The controller is authorized to make payments of all functionaries engaged in UG First Semester's End Sem. Exam. from Exam. Fund duly verified as per rate approved by Finance Committee.
5. The Principal is authorized to make payment to Printer for confidential matters of last examination conducted and result already published. The bill should be verified by the Controller of Examinations.
6. It was resolved that Exam. Cell should be shifted to Science Block as the area where Exam. Cell is situated at Arts Block will be demolished for new construction very shortly.

All such expenses will be incurred from Examination Fund.


4.5.13
PRINCIPAL
RANCHI WOMEN'S COLLEGE
RANCHI



Ranchi Women's College

Ranchi

Office
☎
0651-2562221

A Constituent Autonomous College of Ranchi University

Resolutions of First Meeting of Governing Body of Ranchi Women's College, Ranchi 27th August 2012

The first meeting of the Governing Body of Ranchi Women's College, Ranchi held today from 1 p.m. in which following Members were present :

1. Hon'ble Justice A. K. Sinha - Chairman (Professional) *R.S. 27/8/12*
2. Mr Gopal Singh - C.M.D., C.C.L., Ranchi - Member (Industrialist) *G.S. 27/8*
3. Dr. Jawed Ahmad - Former Principal, Marwari College, Ranchi - Member (Educationist) *J.A. 27.8.12*
4. Dr. Nanda Ghosh, Prof.in-Charge, Science Block, R.W.C. - Member (Senior Faculty Member) *N.G. 27/8/12*
5. Prof. Madhavi Srivastava, Deptt. of Botany, R.W.C. - (Senior Faculty Member) *M.S. 27-8-12*
6. Prof. C. Naseema, Dean, Faculty of Education, University of Calicut - Member (UGC Nominee) *C.N. 27/8/12*
7. Dr. P. K. Singh - C.C.D.C., Ranchi University - University Nominee *P.K.S. 27/8/12*
8. Dr Manju Sinha - Principal, R.W.C. *M.S. 27.8.12* - Ex Officio Member

The Principal of the College welcomed all the Members and presented the statute and regulations approved by Ranchi University. The Members discussed following agenda and took resolutions as given below :

1. The Governing Body approves the syllabi approved by the Academic Council in its meeting held on 25th August 2012 for onward approval from Ranchi University Academic Council and Syndicate as per regulations passed by Ranchi University.
2. Proposed names of Dr Meena Sahay and Dr Zinat as Members of Finance Committee as per UGC guidelines were approved.
3. The recommendations of Finance Committee for utilized amount, proposed budget and Fees were approved.
4. G.B. approves four nominated names as Member of Academic Council as given here : Dr P D Sinha, Suptd. Apollo Hospital, Ranchi ; Dr S L N Das, MBA & Commerce PG Deptt., RU ; Dr Ramesh Sharan Economist & RU PG Deptt. of Economics & Dr Karuna Jha, Gynecologist).

APSA
[Signature]



Ranchi Women's College

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Ranchi

A Constituent Autonomous College of Ranchi University

5. Proposed names for appointment (honorary) as Deans for Science - Dr. Madhavi Srivastava, Social Science - Dr. Bina Tiru, Humanities - Dr. Kiran Mishra and Commerce - Dr. Nilima Herenz as per seniority were approved for smooth academic functioning.
6. Proposed names for appointment (honorary) of Dr. Sudha Upadhyay as DSW, Dr. Tej Kaur as Chief Proctor, Dr. Raj Rajeshwari as Proctors on basis of efficiency were approved for smooth administrative functioning.
7. Proposal for strengthening the infrastructure of Examination Cell of Ranchi Women's College for printing question Papers, issuing Admit Cards, holding semester examinations and conducting evaluations, publishing results etc were approved in following respects:
 - i. As per produced budget in light of UGC guidelines the appointments of Controller of Examinations with honorarium of Rs.4000/- per month, Deputy Controller and Assistant Controller of Examinations with honorarium Rs. 2000/- each per month respectively were approved as recommended by Finance Committee under clause 7, point 10.
 - ii. Proposal for appointment of Programmer, Data Entry Operator, Computer Operator, Clerks, Peons & menial staff was discussed in the light of point no. 3 recommended by Finance Committee. The Committee authorized the Finance Committee to appoint staff of Exam. Cell as per requirement and to fix their honorarium as per availability of fee realised from students.
 - iii. For purchase of equipment like server & software for data storage. transfer and publication, Computer sets with internet connectivity, Scanner, fast and efficient Printer & Xerox Machines - (both colour & black & white), almirahs with locker system for confidential room the budget of College from autonomy grant is approved as mentioned in Agenda no. 5.
 - iv. For purchase of Furniture and other facilities of basic amenities the proposed budget in agenda no. 5 is approved as recommended by Finance Committee in agenda no. 5.
8. The proposal for engaging some retired experienced employees on fixed honorarium of Rs. 6000/- per month for a period of eleven months on contractual basis was discussed and approved in the light of scarcity of non teaching staff due to retirement. For this the G.B. authorizes the Principal to appoint staff as per exigency on purely temporary contractual basis as per guidelines of UGC. She can terminate these staff if working performance is not found satisfactory.
9. The G.B. approved the appointment of Part Time Guest Faculty @Rs.5000/- per month or Rs.250/- per Class (subject to revision of UGC rates) as recommended by the Finance Committee in its budget point no. 1 to solve the crisis of teaching hands as per UGC guidelines
10. The G.B. approved the furnishing of Principal's Chamber. (As mentioned in Agenda no. 5).
11. The G.B. unanimously approves the proposal for installation of CCTV for College Campus, Class Rooms, Seminar Hall etc in light of monitoring all functioning and to check unauthorized entry in College.

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Ranchi Women's College

Ranchi

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A Constituent Autonomous College of Ranchi University

12. The Proposal for Uniform Dress Code for UG & PG Students to ensure uniformity and safety of girl students is also approved. But it is advised that the colour and texture should be exclusively specific.
13. Approval for running trophy for the Topper of Economics Honours sponsored by former professor-in-charge Prof. Meera Banerjee as recommended by Academic Council is appreciated and approved. The Chairman, Justice A. K. Sinha and Member Mr Gopal Singh 1 and 2 respectively offered to sponsor Running Trophy for Best Graduate Science, Arts and Commerce which has been appreciated and approved by the Board.
14. Proposal to provide admissible facilities of conveyance, electricity, guard etc to Principal as given in another autonomous college (Marwari College, Ranchi) is approved as the Principal has to work at residential office also.
15. The Principal is authorized to constitute non-statutory body to streamline the academic, administrative and financial functioning of the college.
16. The suggestion of the Chairman to run a Canteen smoothly in the college campus was appreciated and approved by the GB

17. Add-on-Courses was proposed and approved by the Board as suggested by UGC

Mr Gopal Singh
Member
Member
Governing Board
Ranchi Women's College

Prof. C. Naseema
UGC Nominee
Governing Board
Ranchi Women's College

Justice A. K. Sinha
Chairman
member
Governing Board
Ranchi Women's College

Dr. Jawed Ahmad
Member

Prof. Madhavi Srivastava
Member

Dr Nanda Ghosh
Member

Member
Governing Board
Ranchi Women's College

Member
Governing Board
Ranchi Women's College

Member
Governing Board
Ranchi Women's College

Dr. P. K. Singh
R.U. Nominee

Dr Manju Sinha
Principal cum-Ex Officio

Member
Governing Board
Ranchi Women's College

Date : 27th August 2012



Ranchi Women's College, Ranchi

Notification

G/71A

12/9/12

Formation of Different Committees for 2011-2013

Administrative Committees

1. **Board of Management :**
 - i. **Chairman** - (University Nominee) Justice A K Sinha (Retired)
 - ii. **Member** - (University Nominee) Mr Gopal Singh, CMD, CCL
 - iii. **Member** - (University Nominee) Dr Jawed Ahmad (Former Principal, RU)
 - iv. **Member** - (Senior most Teacher) Dr Madhavi Srivastava
 - v. **Member** - (Senior most Teacher) Dr Sudha Upadhyaya
 - vi. **State Government Nominee**
 - vii. **Member** - (U.G.C Nominee) Prof C Naseema, Dean, Faculty of Education, University of Calicut, Kerela
 - viii. **Member** - Nominated by R.U., Ranchi - Dr P K Singh (CCDC, RU)
 - ix. **Ex- Officio Member** - Principal, – Dr. Manju Sinha
2. **Internal Quality Assurance Cell :**
 - a) **Chairperson** - Head of Institution – Dr. Manju Sinha
 - b) **Five 5 Senior Teachers**
 - i. Dr. Bina Tiru
 - ii. Dr Renu Kumar
 - iii. Dr. Shraddha Srivastava
 - iv. Ms. Subhra Chatterjee
 - v. Dr. Nilima Herenze
 - c) **Two Experts**
 - i. Dr. Victor Tigga
 - ii. Dr. P D Sinha
 - d) **Coordinator of IQAC as Member Secretary** - Dr. Meena Sahay
3. **Proctor's Board:**
 - i. **Chairman** - Principal, Ranchi Women's College, Ranchi
 - ii. **Proctor-in-Chief** - Dr. Tej Kaur, Dept. of Mathematics
 - iii. **Proctor** - Dr. Meena Soren, Deptt. of History
 - iv. **Office Assistant** - Mr P. K. Lal
 - v. **IV Grade Staff** - Mr. Dharmnath Prasad
4. **DSW Cell:**
 - i. **Chairperson – Principal** - Dr. Manju Sinha
 - ii. **Dr. Sudha Upadhyay** - Dean Student's Welfare
 - iii. **Office Assistant** - Mr. M. R. Kalindi
5. **Grievance Cell :**
 - i. **Chairperson – Principal** – Dr. Manju Sinha
 - ii. **Member** – Dr. Nanda Ghosh , Prof.in-Charge, Science Block
 - iii. **Member** – Dr. Denis Dadel, Deptt. of Zoology
 - iv. **Member** – Dr. Madhuri RaJak, Deptt. of Hindi
 - v. **Member** – Mrs. Simmi Begum, Deptt. of Urdu

6. Anti Ragging Committee :

- i. Chairman – Head of the Institution – Dr. Manju Sinha
- ii. S.D.O., Ranchi
- iii. Lalpur Thana Officer-in-Charge - Mr. Vyankatesh
- iv. Shree Hari Narayan Singh – Press & Media
- v. Mr. Pramod Kumar - Representative from local NGO "Chinmaya Mission"
- vi. Dr. Nanda Ghosh, Prof.-in-Charge, Science Block
- vii. Dr. Zinat Kausar - Prof.-in-Charge, Art's Block
- viii. Dr. Tej Kaur, Proctor-in-Chief
- ix. Dr. Meena Soren - Proctor
- x. Dr. Renuka Thakur, Deptt. of Chemistry
- xi. Dr. Vinita Singh, Deptt. of Sociology
- xii. Dr. Smriti Singh, Coordinator, B.Ed.
- xii. Dr. Sharmila Rani, Hostel Superintendent
- xiii. Mr. Sudarshan Pande, Grade III Staff
- xiv. Parent's Representative – Mr Om Prakash Malviya (Science Block)
- xv. Parent's Representative – (Art's Block)
- xvi. Student's Representative - (Senior Student, Science Block)
- xvii. Student's Representative (Senior Student, Art's Block)
- xviii. Student's Representative (Fresher Student, Science Block)
- xix. Student's Representative (Fresher Student, Art's Block)

7. Anti Ragging Squad:

- i. Dr. Shalini , – Deptt. of Botany (Sc..Bl.)
- ii. Dr. Swarnim - Deptt. of Zoology (Sc..Bl.)
- iii. Dr. Shobhana Narayan – Deptt. of Chemistry (Sc..Bl.)
- iv. Dr. Nanda Bannerjee - Deptt. of Mathematics (Sc..Bl.)
- v. Dr. Debjani Bose - Deptt. of Physics (Sc..Bl.)
- vi. Dr. Nilima Herenze – Deptt. of Commerce (Sc..Bl.)
- vii. Mrs. Meeta Bhatia , Deptt. of Computer Application (Sc..Bl.)
- viii. Mrs Ratna, Deptt. of Fashion Designing (Sc..Bl.)
- ix. Mrs Gita, Deptt. of C. N. & D. (Sc..Bl.)
- x. Mrs. Janet Ekka – Deptt. of BBA (Sc..Bl.)
- xi. Mrs. Biplavi - Deptt. of B.Ed. (Sc..Bl.)
- xii. Mrs. Shipra Kumari - Deptt. of Home Sc. (Art's. Bl.)
- xiii. Mrs. Madhulika Verma - Deptt. of Sanskrit (Art's. Bl.)
- xiv. Mrs. Usha Kiran - Deptt. of Philosophy (Art's. Bl.)
- xv. Mrs. Bina Ojha (Pandey) - Deptt. of History (Art's. Bl.)
- xvi. Mrs. Mitali Roy - Deptt. of Pol. Sc. (Art's. Bl.)
- xvii. Mrs. Shalini Karketta - Deptt. of Geography (Art's. Bl.)
- xviii. Mrs. Seema Prasad - Deptt. of English (Art's. Bl.)
- xix. Mrs. Rohita Vikas - Deptt. of Psychology (Art's. Bl.)
- xx. Mrs. Meera Singh - Deptt. of Hindi (Art's. Bl.)
- xxi. Mr. Arvind Kr Singh - Grade IV Staff
- xxii. Mr. Shiv Jee Lal - Grade IV Staff
- xxiii. Mr. Manish Kujur - (Exam. Staff)
- xxiv. Mr. Bharat Kalindi (Exam. Staff)

8. Building & Development Committee:

- i. The Principal of the College- Dr. Manju Sinha
- ii. Professor-in-Charge - Dr Nanda Ghosh
- iii. A representative of the affiliating Ranchi University - CCDC, RU
- iv. Assistant Engineer of R.U.
- v. Two Representatives of the Teachers –
 1. Dr. Tej Kaur
 2. Dr. Shraddha Srivastava
- vi. A representative of the user Teaching Department

- vii. A representative each from administration & accounts division -
Shree Ashok Pande (Gen Sec.) & Shree S. D. Pande (A/c Sec.)
- viii. Architect engaged by the College (Mr. A. Hassan)

9. Examination Cell:

- i. Chief Controller of Examination – Principal – Dr. Manju Sinha
- ii. Controller of Examination – Ms. Subhra Chatterjee
- iii. Deputy Controller of Ex. – Dr. Phulmani Dhan
- iv. Assistant Controller – Dr. Asha Lata Keshri
- v. Examination Cell Staff (appointed on contractual basis)

10. Examination Committee (Board):

- i. Principal of the College - Chairperson
- ii. All Deans (Dr Madhvi Srivasava, Dr Neelima Herenze, Dr Kiran Mishra, Dr Bina Tiru, Dr Sudha Upadhyay, Dr Meena Sahay)
- iii. Prof-in-Charge (Dr Nanda Ghosh)
- iv. Controller of Examination (Ms. Subhra Chatterje) - Member Secretary
- v. Invited Member (Dr Phulmani Dhan)

11. Women Cell Against Sexual Harassment :

- i. Chairperson – Dr Manju Sinha, Principal
- ii. Member Secretary – Dr. Nanda Ghosh
- iii. Member - Dr Rita Sinha
- iv. Member - Dr Indira Pathak
- v. Member - Dr Ratna Roy
- ix. Member - Dr Lily Kujur
- x. Member - Dr Abha Prasad
- xi. Member - Dr Sharmila Rani
- xii. Member - Non- Teaching Staff Representative – Mrs Sheela Sinha
- xiii. Member - Girl Student's Representative -
- xiv. Member - Third Party - Mrs Aradhana Singh – Police Inspector
- xv. Member - Third Party – N.G.O – Mahila Help Line

12. Career Counseling cum Placement Cell :

- i. Principal – Chairman – Dr Manju Sinha
- ii. Dr Meena Sahay - Coordinator
- iii. Dr Smriti Singh - Asst. Coordinator
- iv. Ms Janet Ekka - Catalyst
- v. Ms Meeta Bhatia - Catalyst
- vi. Mrs Ratna - Catalyst
- vii. Mrs Geeta - Catalyst

13. RTI Cell :

- i. Principal – Dr Manju Sinha - First Appellate Officer
- ii. Dr Asha Lata Sinha - Public Information Officer
- iii. Dr Indira Pathak - Public Information Officer
- iv. Office Assistant - Mr Askok Pande (General Section)

14. Legal Cell :

- i. Principal – Chairman - Dr Manju Sinha
- ii. Dr Indira Pathak - Member Secretary cum Convener
- iii. Dr Meena Kumari - Member

15. Estate Committee

- i. Principal – Chairman – Dr Manju Sinha
- ii. Prof- in- Charge, Science Block
- iii. Prof - in- Charge, Art's Block
- iv. Ms Subhra Chatterjee - Auditorium—in-Charge
- v. Mr Govind Jha
- vi. Mr Rajiv
- vii. Mr Bharat Kalindi
- viii. Acting HA, General Section
- ix. Acting Accountant
- x. Mr Sudarshan Pande

16. Service Book Committee:

- i. Chairman – Principal
- ii. Dr Shalini Mehta (Bot) Convener (Science Block)
- iii. Dr. Meera Kumari (Eco) Convener (Arts Block)
- vi. Mr. Ashok Pande (Gen)
- vii. Mr Shrutidhar Pande (A/c)
- viii. Mr Neelmani Toppo (Leave)

17. Routine Committee:

- i. Dean, Commerce Faculty (Dr Nilima Herenze)
- ii. Dean, Science Faculty (Dr Madhvi Srivastava)
- iii. Dean, Social Science Faculty (Dr Bina Tiru)
- iv. Dean, Humanities Faculty (Dr Kiran Mishra)

Financial Committees

1. Finance Committee :

- i. Principal – Chairman – Dr Manju Sinha
- ii. Dr Nanda Ghosh – Senior Teacher Board of Management Nominee
- iii. Dr Meena Sahay – Principal's Nominee
- iv. Bursar – Invited Member

2. Purchase Committee :

- i. Principal, Dr Manju Sinha – Chairman
- ii. Prof-in-Charge – (Dr Nanda Ghosh) Member
- iii. Bursar 1 – (Dr Kiran Mishra) - Member
- iv. Teacher's Nominee (Dr Meena Sahay) – Member
- v. Representative from Accounts Section (Mr S D Pande) – Member
- vi. Representative of user department – Member
- vii Mr S K Sinha - Contractual Accountant

3. UGC Grants Cell :

- i. Principal , Dr Manju Sinha - Chairman cum convener
- ii. Dr Latika Sharan (Botany) – Coordinator
- iii. Dr Shipra Kumari (Home Science) – Coordinator
- iv. Dr Kr. Swarnim (Zoology) - Coordinator
- v. Mr Shrutidhar Pande - Custodian of Records
- vi. Dr S K Sinha (Contractual Accountant) - Member

4. Budget, Claim & Utilization Committee :

- i. i. Bursar 1 – Member
- ii. ii. Bursar 2 – Member
- iii. iii. Accountant – Member
- iv. iv. Mr S K Sinha – Member

5. Salary, Increment, Arrear & TDS Committee for Pay Fixation, Rectification & Calculation :

- v. Dr. Tej Kaur (Mathematics) – Member Secretary cum Convener
- vi. Dr. Gita Rani Dash (Mathematics) - Member
- vii. Dr. Mina Soren (History) - Member
- viii. Bursar 1 – Member
- ix. Bursar 2 - Member
- x. Accountant - Member
- xi. Hired Chartered Accountant

Academic Committees

1. Admission Committee :

- i. Principal, Dr. Manju Sinha – Over all In Charge
- ii. Concerned Head of all Departments
- iii. Coordinators of all Vocational Courses

2. Academic Council :

- i. Principal, Dr. Manju Sinha- Chairman
- ii. Concerned Heads & Coordinators of all Departments

Four Senior Teachers

- iii. Dean of Commerce
- iv. Dean of Science
- v. Dean of Social Science
- vi. Dean of Humanities

Four or Five Experts Subject to approval by Board of Management

- vii. Dr. P.D. Sinha, Suptd., Apollo Hospital, Ranchi - Medicine
- viii. Dr S L N Das, PG Deptt. of Commerce & Mngmnt, RU - Commerce
- ix. Dr Ramesh Sharan, PG Deptt. of Economics, RU - Education
- x. Dr Karuna Jha, Bharti Hospital, Kpker, Ranchi - Medicine

Three Nominees of Ranchi University

- xi. Dr. Ashok Kumar Chowdhary - P.G. Deptt. of Botany, Ranchi University
- xii. Dr. S. P. M. N. Shahi - PG. Deptt. of English, Ranchi University
- xiii. Dr. Namita Singh - Deptt. of Physics, Ranchi College, Ranchi

One Member nominated by Principal

- xiv. Dr. Raj Rajeshwari Verma (Philosophy, RWC) - Member Secretary

3. Library Committee :

- i. Principal, Dr Manju Sinha – Chairman
- ii. Dr Nanda Ghosh – Coordinator
- iii. Dr Meena Sahay - Asst. Coordinator
- iv. Dr. Kiran Mishra - Dean & Bursar
- iv. Mr. P K Lal - Librarian
- v. Heads & Coordinators as invited Member

4. Job Oriented Self Financing Cell

- i. Principal, Dr Manju Sinha – Director of all Self Financing Courses
- ii. Dr Meena Sahay - Over all in charge of S.F. Courses
- iii. Dr Vinita Sharan – Coordinator BCA
- iv. Dr Anita Mehta - Coordinator – Bio- Tech
- v. Dr Rita Mazumdar - Coordinator – BBA
- vi. Dr Sudha Upadhyay - Coordinator CND
- vii. Dr Ashalata Sinha Coordinator – I.T.
- viii. Dr Nita Sinha - Coordinator – F.D.
- ix. Dr Smriti Singh - Coordinator – B Ed
- x. Bursar (Income) - Dr Sushma Columba
- xi. Bursar (Expenditure) - Dr Kiran Mishra

- xii. Mr S D Pande (Acting Accountant)
- xii. Mr S K Sinha - Contractual Accountant

5. Research & Publication Committee / Seminar / Symposium / Workshop

- i. Dr Shipra Kumari (Deptt. of Home Science)
- ii. Dr Meera Singh (Deptt. of Hindi)
- iii. Dr Latika Sharan (Deptt. of Botany)
- iv. Dr Usha Kiran (Deptt. of Sanskrit)
- v. Dr. Swrnim (Deptt. of Zoology)
- vi. Dr Prajna (Deptt. of Hindi)
- vii. Dr Rohita Vikash (Deptt. of Psychology)
- viii. Dr Deblina Sirkar (Deptt. of English)

Extra / Co- Curricular Committees

1. NSS Wing :

- i. Dr Prajna Gupta - Programme Officer – Art's Block (Humanities Students)
- ii. Dr Gita Singh - Programme Officer – Arts Block (Social Science Students)
- iii. Dr. Namrata Sinha - Programme Officer – Sciencer Block (Science Students)

2. NCC Wing :

- i. Lt. Dr S D Guru

3. Sports Committee :

- i. Dr.Denis Dadel - Science Block
- ii. Mrs Bina Tiru - Arts Block
- iii. Mrs Jharna Roy - (Contractual PTI)

4. Cultural Committee :

- i. Dr Nanda Ghosh - Chief Coordinator
- ii. Dr Shraddha Srivastava - Coordinator
- iii. Dr Lily Bannerjee - Coordinator
- iv. Dr Ratna Roy
- v. Mrs Debjani Bose
- vi. Accounts Section
- vii. Mr Govind Jha
- viii. Mr Bharat Kakindi
- ix. Mr Diwakar Kalimndi

5. Press & Media Communication Committee :

- i. Dr. Indira Pathak – Media- in -Charge (Deptt. of Psychology)
- ii. Dr. Janet Ekka - Deptt. of BBA
- iii. Mr Ali Azad Ansari - Press Release in Charge (Fax & Mail)
- iv. Mr. Govind Jha (Circulation)
- v. Md. Bharat Kalindi (Circulation)
- vi. Mr. Pran Thakur (Koker Circulation)

Principal

Note : This list is subject to modification if situation arises so*

*** Case of retirement/ transfer / indifferent attitude as Member / dissatisfactory performance / Complaint**


- Dr. Manju Sinha,
PRINCIPAL
RANCHI WOMEN'S COLLEGE
RANCHI

ACADEMIC ACQUAINTANCE OF FACULTY

As in 2012

Department	Sanctioned Posts	Number of Permanent Teachers	PhD as Highest Qualification	M.Phil As highest Qual.	NET/SLET/JET	PhD Guidance	Book Published	Paper Presented / Published	National Seminar Attended	International Seminar Attended	Research Project	Orientation & Refresher
Total	120	100	89	05	18	01	00	15	82	07	01	27

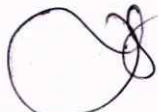
UGC Major Research Project in Humanity and Social Science :
Dr. Shipra Kumari, Home Science

Principal	: 01
University Professor	: 01
Associate Professor	: 31
Assistant Professor	: 63
<u>Demonstrator</u>	<u>: 04</u>
Total	:100


PRINCIPAL
RANCHI WOMEN'S COLLEGE
RANCHI

**Number of Regular Students at UG and PG Level : 7119 Students
Academic Session 2011-12 (as on December 2012)**

	Arts	Science	Commerce	Vocational	Total
UG Part 1	871	366	419	416	2072
UG Part 2	906	431	457	367	2161
UG Part 3	877	429	455	376	2137
PG Part 1	299	65	00	00	364
PG Part 2	332	53	00	00	385
Total	3285	1344	1331	1159	7119


 PRINCIPAL
 RANCHI WOMEN'S COLLEGE
 RANCHI

Ranchi Women's College, Ranchi

Intermediate Wing

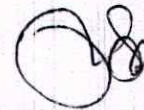
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0651-2562222

First Meeting for Intermediate Management Board Separate 28/07/2012

After autonomy status conferred upon Ranchi Women's College, Ranchi by UGC it is mandatory to completely separate Pre University Intermediate Teaching from UG & PG Teaching of College for which autonomy has been given so that the quality of UG & PG Teaching should not be affected. Obviously, a separate Board of Management is formed with following Members to run Intermediate Wing quite separately in morning Session in Science Block Campus.

1. Dr. Manju Sinha - Principal cum Chairperson for guiding on policy matters only
2. Dr. Victor Tigga - Former Vice Chancellor, SKU - Adviser Member
3. Dr. Nanda Ghosh - Professor-in-Charge, Intermediate Wing as overall controlling authority (except financial)
4. Dr. Meena Sahay - Member Secretary of Management Board of Intermediate Wing of RWC
5. Dr. Madhuri Rajak - Bursar for Intermediate Wing of RWC
6. Mrs. Amita Munda - Controller of Examinations for Intermediate Wing of RWC
7. Mrs. Savita Keshri - Intermediate Wing of RWC
8. Mr. S. K. Sinha - Office Superintendent cum Accountant

This above mentioned Intermediate Management Board will decide policy for Intermediate Teaching and make a panel of experts as Selection Committee for contractual appointments of Teachers and pass annual budget of Intermediate Wing. In short Ranchi Women's College will separately run Intermediate teaching and the Teachers of UG & PG (except a few office bearers) with any responsibility of Intermediate so that quality of UG & PG teaching and autonomous management should not be adversely affected. The Principal is authorized to intimate Jharkhand Academic Council, Ranchi with this decision of separating Intermediate and Non Teaching Staff of College getting salary from Ranchi University will not be burdened Wing from Ranchi Women's College, Ranchi with immediate effect. This Board will function for one year or till re-formation in between.



Dr Manju Sinha (Principal)

PRINCIPAL
RANCHI WOMEN'S COLLEGE
RANCHI

3. Part C :


Details of the plans of the institution for the next year

	Plans
1.	Re Submission of Plan & Estimate for construction of new building for more class rooms at Arts' Block of College
2.	Proposal to start PG Courses in more subjects to facilitate the creation of a learner centric environment conducive to quality education
3.	To start skill based courses
4.	Appointment of sufficient number of staff to run the Examination Department & Autonomy Cell smoothly as per guidelines of UGC
5.	Starting sports development projects of Outdoor Stadium (Spectator's Gallery), Indoor Sports Training Facility (Wooden Court), Sports Equipment (Gymnasium).

Signature :

a) Head of the HEI - Chairperson

: Principal (Dr Manju Sinha)


21.12.12

b) Five Senior Teachers - Members

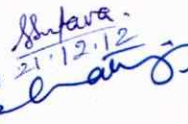
: i. Dr. Bina Tiru


21.12.12

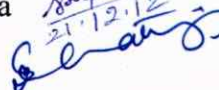
ii. Dr. Renu Kumar



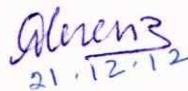
iii. Dr. Shraddha Srivastava


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iv. Ms. Subhra Chatterjee




v. Dr. Nilima Herenze

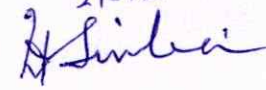

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c) Two External Experts - Members

: i. Dr. Victor Tigga (Local Community)



21-12-12

ii. Dr. P. D. Sinha (Quality Management)



d) Coordinator of IQAC - Member Secretary

: Dr. Meena Sahay


21.12.12