Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**RAIGANJ SURENDRANATH MAHAVIDYALAYA**
Name of the head of the Institution	**Smt. Chandana Saha**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**+918945954418**
Mobile no.	**7319593993**
Registered Email	**mda_sunam@yahoo.co.in**
Alternate Email	**rsmiqac2017@gmail.com**
Address	**P.O. - SUDARSHANPUR**
City/Town	**RAIGANJ**
State/UT	**West Bengal**
Pincode	**733134**

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	**Dr. Sankar Kr. Roy**
Phone no/Alternate Phone no.	**+919062311185**
Mobile no.	**8240781447**
Registered Email	**rsmiqac2017@gmail.com**
Alternate Email	**mda_sunam@yahoo.co.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://rsmraiganj.in/wp-content/uploads/2023/07/AQAR_17-18.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://rsmraiganj.in/wp-content/uploads/2023/07/RSM-Academic-Calendar-2019-20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B+**	**2.51**	**2016**	**16-Dec-2016**	**15-Dec-2021**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**19-Aug-2015**

7. Internal Quality Assurance System

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
International Womens Day Celebration by Women Cell	**09-Mar-2020** **1**	**87**

and IQAC		
Inter College Sports Meet	11-Jan-2020 2	50
Anti Ragging Awareness Campaign.	17-Jul-2019 1	231
International Language Day Celebration organized by Department of Bengali in collaboration with IQAC	21-Feb-2020 1	72
AIDS Awareness Program	01-Dec-2019 1	77
Independence Day Celebration	15-Aug-2019 1	94

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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
Institution	Salary	Govt. of West Bengal	2019 365	26724511
[View Uploaded File](#)				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View Link](#)
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**No**
Upload the minutes of meeting and action taken report	**No Files Uploaded !!!**
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)

1) International Womens Day Celebration by Women Cell and IQAC 2) International Language Day Celebration organized by Department of Bengali in collaboration with IQAC 3) Development of a Digital Library under RUSA 2.0 Scheme 4) Upgradation of Science laboratories under RUSA 2.0 Scheme

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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
Upgradation of library under RUSA 2.0 Scheme	Successfully upgraged
Development of a Digital Library under RUSA .Scheme	Successfully implemented
Upgradation of Science laboratories under RUSA 2.0 Scheme	Successfully implemented
Make campus more clean and green	Successfully upgraded
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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	30-Nov-2016
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	04-Mar-2020
17. Does the Institution have Management Information System ?	No

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

The prime change characterizing the current academic session, 2019-2020 is the introduction of the Choice Based Credit System by University of Gour Banga for

all subjects taught at UG level and RSM (being affiliated to University of Gour Banga) also has adopted the CBCS. This has meant a complete overhauling of syllabus, components of marks distribution (marks for attendance, tutorials and internal assessments) and examination pattern. In order to gain proper understanding of this new system, teachers from all departments attended several workshops conducted by respective Board of Studies, both within and outside the college. This helped teachers to orient and equip themselves adequately for curriculum delivery. The College, in an attempt to explain the new system to the students conducted an overall Orientation on the CBCS for all departments and at the departmental level, teachers explained the various components of the system to students to resolve doubts. A massive change in the Teaching Learning process took place. The session is also characterized by parallel running of the newly introduced CBCS system and the annual system of examination. The master routine has been designed in such a way that simultaneous 3 yr (1+1+1) system and CBCS system can be in operations. Duration of classes is adjusted to 1 hour and laboratory classes are also adjusted keeping in mind the minimum required credit hours for each laboratory courses. Syllabus distribution (for both CBCS and annual system) is done at the beginning of academic session and intimation given to students in advance. Round the year evaluation of students' performance through assignments, mid-semester examination, tutorials and test examination are conducted by all departments. RUSA 2.0 fund has been utilized for campus up-gradation, procurement of equipments, books and computers. Due to the Covid-19 pandemic, all classes had to be taken online since March, 2020. Teachers and students made all possible efforts to keep the academic activities unhindered. It was a huge challenge for both teachers and students to get accustomed to the online mode of teaching learning. During the pandemic, besides cloud-based learning management system, online classes are continued through Google Meet and Zoom virtual platform. For classes taken in online mode too, records of classes taken and students attendance are maintained at the departmental level. Tutorials and Remedial Classes are conducted for the benefit of students. Every department has a well-stocked departmental library to cater to the needs of the students. Use of audio-visual aids, PowerPoint presentations, screening of films for effective curriculum delivery are followed by teachers for the benefit of students. Recorded video lectures and interesting power-point presentations were also created by faculty members. White Board was incorporated in Google Meet and Classroom for live teaching, especially by the science subjects. Some examinations of both the annual and CBCS formats were taken online during this session. While some departments conducted these examinations through Google Classroom, others used specific e-mails ids to receive answer scripts and tutorials from students. All the above -mentioned points are preserved at the departmental level.

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
Certificate On Computer Awareness	NIL	04/11/2019	30	YES	YES
NIL	Diploma in PC application	04/11/2019	720	YES	YES

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	DC, DSE, GE, ENVS, MIL, SEC, LC1, LC2	01/07/2019
BSc	DC, DSE, GE, ENVS, MIL, SEC	01/07/2019
MA	PGEG, PGBG, PGHI, PGPS, PGEDU, MSW (NSOU)	01/01/2020
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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
BA	BNGH, ENGH, EDCH, SOCH,HISH, PLSH, ECOH, BNGG, ENGG, SANG, HISG, PLSG, EDCG, GEOG, SOCG, PHIG, ECOG	01/07/2019
BSc	PHSH, CEMH, MTMH, BOTH, ZOOH, PHSG, CEMG, MTMG, BOTG, ZOOG	01/07/2019

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

	Certificate	Diploma Course
Number of Students	152	109

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
NIL	Nill	Nill
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Sociology Hons	10
BA	Education Hons	79
BA	Geography General	9
BSc	Botany Hons	15
BSc	Zoology Hons	28
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nill
Alumni	Nill

Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Students' Feedback: During the 2019-20 session, students of the outgoing third year batch gave their feedback on various parameters like overall ambience and infrastructure of the College, quality of teaching, library facilities, Individual Teacher Feedback and so on. Most of the students appreciated the natural and green environment of the College, the security arrangements herein and the overall administration. They gave positive feedback regarding the teaching- learning system, interaction with teachers both within and outside the classroom, library facilities, co-curricular and sports activities. They are also happy with the transparent admission process, regular internal examinations and anti-ragging initiatives. Most students were also appreciative of the assistance provided by the college in acquiring various scholarships and grants. Students also believe that there is scope for improvement in the general cleanliness level of the College. There has been a reiteration of the long-standing request for more classrooms, especially for generic elective papers. The Central Library could be improved in terms of adequate reading space and photocopying facilities. Though largely satisfied with laboratory facilities, some students from Science departments have felt the need for more computers and internet connection. Proper and updated instruments as per requirement of the CBCS curriculum are provided to the students utilizing the RUSA 2.0 fund. Documentation process for effective curriculum delivery is mainly reflected in student feedback. Most students have also expressed dissatisfaction over the lack of adequate drinking water units across the college campus. Some students have also put forward the need for subject-specific career counseling. Action Taken: The TIC interacted with the teachers and discussed all points that required attention as evident from students' feedback. The number of dustbins has been increased and cleaners instructed to clean the campus more often and disinfectants to be used for prevention of mosquitoes. The NSS unit also organized Campus Cleaning programmes. Cleaning of toilets, too, is being regularly monitored. While all drinking water units have been brought under the annual maintenance system, the college has plans to increase the number of such outlets. The College is taking every possible measure to resolve most of the issues raised by students. Parents Feedback: Feedback from parents has been largely positive. They were happy with regular interaction with teachers and found them approachable and concerned about the welfare of their wards. Alumni Feedback: The contribution of alumni to the activities of the College is substantial especially in the design and development of the curriculum which in turn helps in the institution.

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
BA	Sociology	148	367	116
[View Uploaded File](#)				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled	Number of students enrolled	Number of fulltime teachers	Number of fulltime teachers	Number of teachers

	in the institution (UG)	in the institution (PG)	available in the institution teaching only UG courses	available in the institution teaching only PG courses	teaching both UG and PG courses
2019	2540	0	24	0	0

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	Numberof smart classrooms	E-resources and techniques used
24	24	9	1	0	8

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Yes, Since the college hosts the majority of its students from economically and socially weaker sections, the college administration has taken a special drive to guide the students both for academic progression as well as career counseling. All the teaching faculties both permanent as well as contractual of specific departments are chosen as the mentor of the respective honours students. The students from general subjects are offered common mentorship where all the members of the teaching council collectively assure mentorship to students of the general program courses ensuring academic, social, and career-orientated mentorship. student mentoring system became more prevalent with the onset of COVID-19 pandemic where the students were guided to online education and examinations.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2540	24	1:106

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
26	24	2	5	13

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
2019	Abdus Sabur	Assistant Professor	Ph.D.

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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

| BA | Education | 3 | 11/10/2020 | 29/10/2020 |

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

CBCS-based semester system was introduced in the current academic year. Adherence to the academic calendar was attempted. Internal examinations were conducted at two levels- classroom tests were conducted by each department and Pre-test for university, exams were centrally conducted by the college academic council. However, due to the onset of total lockdown due to Covid -19 pandemic university examinations were postponed and had to be taken in online mode in the month of October 2020.

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

CBCS-based semester system was introduced in the academic year and the academic calendar was prepared following university guidelines for both odd and even semesters. However, academic activities had to be postponed and modulated to online form due to the onset of Covid 19 pandemic in March-2020.

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://rsmraiganj.in/wp-content/uploads/2023/07/Pass-percentage-of-Students-during-the-year-2019-2020.pdf

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
BA	BA	Education	79	74	100

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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)

NIL

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
Nill	Nill	NIL	Nill	Nill

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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
NIL	NIL	

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
NIL	NIL	NIL	Nill	NIL

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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
NIL	NIL	NIL	NIL	NIL	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	0

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	Chemistry	3	3.25
International	Physics	1	5.9
International	Botany	1	8.78
National	Bengali	5	0
International	Bengali	2	2

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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
Bengali	2
English	2
Education	1

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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

Task?Specific Properties and Prospects of Ionic Liquids in Cross?Coupling Reactions	Bablee Mandal, Sujit Ghosh and Basudeb Basu	Topic in Current Chemistry	2019	17	Raiganj Surendranath Mahavidyalaya	17
Ion-exchange Resins and Polypeptide Supported catalysts: A Critical Review	Kinkar Biswas, Sujit Ghosh and Basudeb Basu	Current Green Chemistry	2020	10	Raiganj Surendranath Mahavidyalaya	10
Recent Advances in Microwave Promoted C-P Cross-coupling Reactions	Sujit Ghosh, Kinkar Biswas and Basudeb Basu	Current Microwave Chemistry	2020	4	Raiganj Surendranath Mahavidyalaya	4
EBI-3 Chain of IL-35 Along With TGF-? Synergistically Regulate Anti-leishmanial Immunity	Mohammad Asad, Abdus Sabur, Mohammad Shadab, Sonali Das, Mohd Kamran, Nicky Didwania, Nahid Ali	Frontiers in Immunology	2019	15	Raiganj Surendranath Mahavidyalaya	13
Nuclear Data Sheets for A218	Balraj Singh, M.S. Basunia, Murray Martin, E.A. McCutchan, Indu Bala, R. Caballero-Folch, Rhiann Canavan, Ritwika Chakrabarti, A. Chekhovska, M.M.	Nuclear Data Sheets	2019	6	Raiganj Surendranath Mahavidyalaya	6

| | Grinder, Samra Kaim, Debasmita Kanjilal, D. Kasperovych, M.J. Kobra, H. Koura, Soumen Nandi, Adina Ol | | | | | |

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
Ion-exchange Resins and Polypeptide Supported catalysts: A Critical Review	Kinkar Biswas, Sujit Ghosh and Basudeb Basu	Current Green Chemistry	2020	7	10	Raiganj Surendranath Mahavidyalaya
Recent Advances in Microwave Promoted C-P Cross-coupling Reactions	Sujit Ghosh, Kinkar Biswas and Basudeb Basu	Current Microwave Chemistry	2020	7	4	Raiganj Surendranath Mahavidyalaya
EBI-3 Chain of IL-35 Along With TGF-? Synergistically Regulate Anti-leishmanial Immunity	Mohammad Asad, Abdus Sabur, Mohammad Shadab, Sonali Das, Mohd Kamran, Nicky Didwania, Nahid Ali	Frontiers in Immunology	2019	8	13	Raiganj Surendranath Mahavidyalaya
Task?Specific Properties and Prospects of Ionic Liquids in Cross?Coup	Bablee Mandal, Sujit Ghosh and Basudeb Basu	Topic in Current Chemistry	2019	7	17	Raiganj Surendranath Mahavidyalaya

ling Reactions						
Nuclear Data Sheets for A218	Balraj Singh, M.S. Basunia, Murray Martin, E.A. McCutchan, Indu Bala, R. Caballero-Folch, Rhiann Canavan, Ritwika Chakrabarti, A. Chekhovska, M.M. Grinder, Samra Kaim, Debasmita Kanjilal, D. Kasperovych, M.J. Kobra, H. Koura, Soumen Nandi, Adina Ol	Nuclear Data Sheets	2019	66	6	Raiganj Surendranath Mahavidyalaya

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	2	4	0	0
Attended/Seminars/Workshops	1	1	0	0

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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
International Yoga Day	NSS Unit-I	4	51
Swachha Bharat Abhiyan	NSS Unit-I	3	46
Blood Donation awareness campaign	NSS Unit-I	3	10

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
NA	NA	NA	0

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 activites	Number of students participated in such activites
Gender Sensatization Initiative	Women Cell, RSM	Gender Sensatization Initiative	3	37
Aids Awareness	RSM	Seminar on Aids Awareness	3	29

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
NIL	Nill	Nill	Nill

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
NIL	Nill	Nill	Nill	Nill	Nill

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
NIL	Nill	Nill	Nill

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

89	79.73

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing

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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 patially)	Version	Year of automation
SOUL	Partially	2.0	2005

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	10949	Nill	2423	1652013	13372	1652013
Reference Books	450	Nill	Nill	Nill	450	Nill
e-Books	674	Nill	Nill	Nill	674	Nill
Journals	10	Nill	Nill	Nill	10	Nill

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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
NA	NA	NA	Nill

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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	32	2	1	0	1	0	2	0	0
Added	27	0	0	0	0	0	0	0	0
Total	59	2	1	0	1	0	2	0	0

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

30 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
nil	Nill

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 incurredon maintenance of physical facilites
42.5	37.3	46.5	42.43

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)

Through its standard practice and financial norms of Raiganj Surendranath Mahavidyalaya, our institute adopts optimal and economically feasible method to allocate its financial resources for maintenance and utilization of the existing physical, academic and support facilities. Our institute is committed to ensure the proper utilization of financial resources may be either generated by organisational own fund or supported by any other agencies such as UGC, RUSA and other similar. Maintenance of existing physical, academic and support facilities is our priority. To follow up the maintenance and repairing works of physical infrastructure, a dedicated committee holds review meeting at a regular intervals with respective committee members, and on the basis of resolutions, the institute adopts necessary and financially viable measures to resolve the issues and set the next goal for the upliftment of academic environment of the institute. Library-Procurement of books, journals, magazines, periodicals and newspapers in the library is done through the organisational standard practice and it is solely managed both by library committee and purchase committee as well. Heads of all the departments in consultation with their faculty members put forward their requisition of books and others to the Library committee and the same is approved and signed by the HOI after approval of purchase committee. Proper register and log book is maintained on a daily basis by the library staffs to record account of visitors inside or outside. To make the favourable academic environment in the library, regular cleanliness and other disciplinary measures are adopted, particularly, students are sensitized to keep library hygienic or dirt-free, and to maintain silence and peace. Standard practice is followed for issuing and returning books, and library clearance certificate is issued to the students at the time of filling up the forms to appear in the final examination conducted by the University. Laboratory- Maintenance of cleanliness and proper waste disposals are managed by laboratory attendants along with the students. Proper register and log book is maintained on a daily basis by the laboratory assistants and other supporting staffs. Standard financial norm is followed in procuring, repairing and maintenance of chemicals, other ingredients and equipments in the laboratory. Games and Sports – Regarding the maintenance of sports equipment, the Sports sub-committee takes necessary actions and submits the requisition to the HOI and purchase is done according to the approval of the HOI. Physical and digital Classrooms –The institute puts priority on improvement of existing infrastructure. The institute development fund is utilized for maintenance and

repairing of class room furniture, other furniture and electrical equipment as required. With the help of full time cleaning and sanitary staffs cleanliness of class rooms, corridors, toilets and institute campus is maintained. Regular cleaning and maintenance is carried out so as to provide effective learning environment to the students. Separate provision is made for maintenance of computers, LCD and other digital devices. Computers, Printers, Photo-copiers are maintained regularly through AMC and non-repairable systems are stored aside and are disposed of in due time.

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	Student Scholarship	150	45000
Financial Support from Other Sources			
a) National	1. SC/ST/OBC AND MINORITY SCHOLARSHIP, 2. KANYASHREE SHOLARSHIP 3. SVMCH	4470	430000
b)International	nil	0	0
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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 implemetation	Number of students enrolled	Agencies involved
1. Certificate in Computer Awareness, 2 .Diploma in PC Application	04/11/2019	50	college
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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 passedin the comp. exam	Number of studentsp placed
2019	Orientation in higher education, Career Counselling programme by Placement Cel	500	450	50	400

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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
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NA	0	0	Nill	0	0

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	370	B.A. and B.SC.	History, Economics Chemistry, Physics, Zoology, Botany, Mathematics,Bengali, English, Education, Political Science, Sociology,	In different Universities like UGB,KU, RBU,NBU, NSOU and Govt, Govt aided and Private B.Ed Colleges	Post Graduate Degree in Regular and Distance mode, B.Ed

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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	6

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

Activity	Level	Number of Participants
Inter College Sports Meet	College	50

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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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	nil	Nill	Nill	Nill	nil	nil

No file uploaded.

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

Introduction: The following report provides an overview of the Student Council, Academic Committees, and Administrative Bodies of our college. These entities play crucial roles in enhancing the academic environment, fostering student engagement, and ensuring efficient administrative functioning. This report aims to shed light on their roles, responsibilities, and contributions to the college community. I. Student Council: The Student Council serves as a representative body for the students, acting as a liaison between the student body, faculty, and administration. It comprises elected student representatives who advocate for student interests and work towards improving the overall college experience. The key functions and responsibilities of the Student Council include: 1. Representation: The council represents the student voice in decision-making processes at various levels within the college, including academic policies, extracurricular activities, and student welfare initiatives. 2. Organizing Events: The council plays a pivotal role in organizing studentcentric events such as cultural festivals, sports tournaments, and seminars, promoting a vibrant campus life. 3. Addressing Grievances: The Student Council acts as a mediator between students and the administration, addressing grievances, concerns, and suggestions to ensure a conducive learning environment. II. Academic Committees: The college establishes various Academic Committees to focus on specific areas of academic development and improvement. These committees typically consist of faculty members, administrators, and student representatives. Some prominent academic committees include: 1. Curriculum Development Committee: This committee is responsible for reviewing and updating the colleges curriculum, ensuring its relevance to industry standards, and incorporating emerging trends in respective fields. 2. Examination Committee: The Examination Committee oversees the planning, scheduling, and conducting of examinations, ensuring adherence to academic regulations and maintaining the integrity of the evaluation process. 3. Research Committee: The Research Committee promotes and supports research activities among faculty and students, fostering a culture of innovation and knowledge creation within the college. III. Administrative Bodies: The administrative bodies of the college are responsible for managing the day-today operations, infrastructure, and support services. Some significant administrative bodies include: 1. Administrative Staff: The administrative staff plays a crucial role in providing administrative support to students, faculty, and other stakeholders. They manage admission processes, maintain student records, handle financial matters, and facilitate communication within the college. 2. Library Committee: The Library Committee is responsible for managing and developing the college library, ensuring access to a wide range of educational resources, both print and digital, to support research and learning activities. 3. Facilities Management: This body oversees the maintenance of college infrastructure, including classrooms, laboratories, hostels, and other facilities, ensuring a safe and conducive environment for academic pursuits. Conclusion: The Student Council, Academic Committees, and Administrative Bodies collectively contribute to the overall functioning and development of our college. They ensure student representation, academic excellence, and efficient administrative processes. The collaborative efforts of these entities create a holistic and enriching educational experience for all stakeholders within the college community.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

An alumni association is an organization formed by graduates or former students of a particular educational institution. Raiganj Surendraanth Mahavidyalaya Alumini Association was formed on 27/05/2016 under the Certificate of Registration of Societies West Bengal Act of 1961 bearing registration no: 56502 of 2016-2017. Its primary purpose is to foster a sense of community and maintain a connection between the institution and its alumni. Alumni associations often provide various benefits and services to their members, such as: 1. Networking opportunities: Alumni associations facilitate networking among former students, allowing them to connect with each other, exchange ideas, and build professional relationships. 2. Career support: Many alumni associations offer career services, including job boards, job fairs, mentoring programs, and career counseling, to help alumni in their professional development. 3. Continuing education: Some associations provide opportunities for alumni to continue their education through workshops, seminars, or access to online resources. 4. Events and reunions: Alumni associations organize social events, reunions, and gatherings to bring former students together, fostering a sense of belonging and nostalgia. 5. Communication and publications: Associations often publish newsletters or magazines to keep alumni informed about the institutions latest news, achievements, and updates on fellow alumni. 6. Social Welfare activities: Association strongly believe in the community service, and therefore holds various programmes for the underpriviledge and excluded members of the society.

5.4.2 – No. of enrolled Alumni:

50

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

7200

5.4.4 – Meetings/activities organized by Alumni Association :

Introduction: The Alumni Association of RSM has been actively engaging and organizing various meetings and activities throughout the year to foster connections between alumni, promote professional development, and contribute to the overall growth of the college community. This report aims to provide an overview of the recent meetings and activities conducted by the association .Meeting 1: Annual General Meeting Date: 27/05/2016 The Annual General Meeting served as a platform for alumni to gather and discuss important matters related to the association and college. The meeting was attended by a significant number of alumni, including several distinguished guests. The agenda included updates on alumni achievements, financial reports, election of new board members, and brainstorming ideas for future activities. Activities Organised: Networking Event The Networking Event focused on fostering connections between alumni and current students. The event provided an opportunity for alumni to share their professional experiences, offer guidance, and facilitate mentorship relationships. It included panel discussions, interactive sessions, and networking opportunities, ensuring a vibrant exchange of ideas and knowledge. Activity 2: Career Fair: The Alumni Association organized a Career Fair, inviting alumni from diverse platforms to showcase their sucess stories and provide employment opportunities for both recent graduates and experienced professionals. The fair attracted a wide range of participants, creating a dynamic environment for networking, job hunting, and exploring potential career paths. Activity 3: Alumni Lecture Series The Alumni Lecture Series featured

prominent alumni who excelled in their respective fields. These accomplished individuals shared their insights, experiences, and expertise with the college community, inspiring students, faculty, and fellow alumni. The lecture series covered various topics such as entrepreneurship, leadership, and innovation, enriching the intellectual environment of the college. Activity 4: Community Service Initiative To give back to the community, the Alumni Association organized a community service initiative in collaboration with local organizations. Alumni volunteers participated in activities such as environmental cleanup, charity drives, and mentorship programs, aiming to make a positive impact on society while strengthening the associations bonds .Conclusion: The Alumni Association of Raiganj Surendranath Mahavidyalaya has been actively engaging its members through various meetings and activities that cater to their professional, networking, and community service needs. These initiatives have fostered a sense of pride, connection, and involvement among the alumni while contributing to the growth and development of the college community as a whole.The association continues to explore new avenues to enhance alumni engagement and create meaningful opportunities for allumini, to contribute.

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)

Choice Based Credit System (CBCS) was introduced in last academic session, at undergraduate level. This introduction brought a significant change in syllabus, pedagogy, infrastructure and functioning of the college. In conformity with this HODs of all the departments met regularly and in their meetings with the TIC continuously expressed their individual and departmental views or suggestions regarding issues like choices of subjects offered by the college as generic electives, allotments of the increased classes in the time table, or the possibility of incorporating the remedial classes in the tight schedule. With this well-synchronised participation of all the departments, the college has successfully built up an effective procedure to run the newly introduced Choice Based Credit System smoothly

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

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
Curriculum Development	The institution has little role to play in the development of curriculum, as they have to follow the curriculum set by the University. However some of the faculty members who act as members of Board of Studies put forth their suggestions for curriculum development and its improvement, though the final decision to act on these completely rests with the University.
Teaching and Learning	Raiganj Surendranath Mahavidyalaya feels that the teaching and learning can be far more effective if it goes beyond the chalk and blackboard method.

	Hence instead of being a deductive process, it involves various methods ranging from interactive sessions between the students and the teachers, group discussion among the students, interdisciplinary seminars, workshops and so on. Power point presentations and use of smart boards in some of the departments further seek to enhance the quality of teaching. Educational tours are also organized by different departments to make the whole learning experience all the more joyful and creating a lasting impression on the young minds.
Examination and Evaluation	The College adapts itself very well with the CBCS system. Examinations and evaluation are carried out as per the CBCS regulations. Apart from the end semester examinations conducted twice a year by the University of Gour Banga with external evaluation of answer scripts, there was continuous internal assessment in the forms of class tests, viva voce, departmental seminars, group discussions and so on and so forth.
Research and Development	Raiganj Surendranath Mahavidyalaya encourages its teachers in research work. Most of the faculty members are actively engaged in research and development five Teaching staffs are pursuing their Ph.D during this session. In addition to this, the teaching staff from different departments have also contributed in the academic journals and books of repute.
Library, ICT and Physical Infrastructure / Instrumentation	The College Library tries its best to cater to the needs of the students. In keeping with the new trends of the CBCS system, books were procured to meet the requirements of the new syllabus and added to the existing collection of the library. Apart from books (literally 13372 in number) on various subjects, the library has a rich collection of periodicals and journals. The library also offers internet and wi-fi facilities to its readers, be they the teaching staffs or the students.
Human Resource Management	The respected TIC supervises all kinds of academic and administrative activities of the college. HODs of all the Departments have an important role to play in decision making process. Apart from classroom teaching, teachers

	perform various duties as members of different committees under the Teachers' Council. Incidentally, during this session CAS in favour of 4 teaching staff is executed successfully. However, as far as the students are concerned, they are also engaged in committees related to anti-ragging, Sports, NSS etc. In this respect, special mention may be made regarding the fact that Raiganj Surendranath Mahavidyalaya becomes the host college to organise the Uttar Dinajpur District Inter-College Sports. What is more, students also participate in co-curricular and extra- curricular activities. Alumni Association extends their support in organising various academic and cultural programmes
Industry Interaction / Collaboration	NIL
Admission of Students	The admission process, in the year 2019-20, has carried online along with online fees payment facility strictly on the basis of merit and the college also completely adheres to the government rules for the reserved categories accordingly

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

E-governace area	Details
Planning and Development	The college seeks to disseminate information to reach out to all stake holders in an effective way along with regular notices which are also displayed on the college website.
Administration	TIC's office is computerized. Students' Section of the office manages their activities (including the whole admission procedure, university registration, and form fill up) digitally. Students' database are collected and maintained digitally throughout the year. Faculty related data is collected and digitally preserved by IQAC. All the departments and central library have internet connections along with computers for doing their regular assignments.
Finance and Accounts	The office and accounts section is computerized. Salary fund is also disbursed from government through HRMS portal. Tax related procedures are executed and supervised digitally.
Student Admission and Support	This year undergraduate admission has been conducted completely online.

	Submission of application forms, selections and deposition of admission fees have been done online. During admission students' data is collected and preserved digitally by the admission committee.
Examination	Under the Choice Based Credit System, the examination management has been increased further. However, the examination during this session has been conducted in blended mode (off-line and on-line) due to the pandemic. It is true that the college has been trying literally hard with utmost sincerity to make the whole process smooth and transparent, and to preserve the relevant information properly.

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
Nill	NA	NA	NA	0

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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)
Nill	NA	NA	Nill	Nill	Nill	Nill

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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
Refreshers Course	1	23/07/2019	05/08/2019	14
Orientation Programme	2	26/08/2019	14/09/2019	21
Orientation Programme	2	05/11/2019	25/11/2019	21

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	4	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Provident fund and gratuity as admissible. 2. Medical attention when required. 3. Maternity leave and paternity leaves as admissible for female and males respectively. 4. Financial support to faculty for attending conferences/ seminars/ workshops in India and abroad. 5. On duty leave is provided for attending examination, valuation, BOS /BOE meeting, workshop, seminar, conference, orientation course, refreshers course, faculty development program etc. 6. Casual leaves (CL) and earned leaves (EL) - For teaching staff. 7. Staffs are allowed to use college ICT facilities for their research work. 8. Salary in-advance can be availed by staff if needed. 9. Well-equipped staff rooms for all the faculty members. 10. Free Wi-Fi facilities are made available. 11.Gymnasium for teachers.	1. Provident fund and gratuity as admissible under govt. 2. Health insurance schemes. 3. Maternity, paternity leave as admissible to women and men employees respectively. 4. Casual leaves (CL) and earned leaves (EL). 5. Salary-in advance can be availed by staff in need. 6. Orientation programs for non- teaching staff. 7. Free Wi-Fi facilities are made available. 8. Gym facility is available for Non-teaching staff.	1. Fee Structure showing Fee concession for meritorious students. 2. Scholarships are provided to the students for motivating students to get university ranks and for achieving excellence in results. 3. Counselling. 4. Restroom, Ramp facilities are available for especially challenged students. 5. Free Wi-Fi facilities are made available. 6. Half-fee concession from college authority. 7. Gym is available for students.

6.4 – Financial Management and Resource Mobilization

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

The College maintains accounts systematically. The finance committee takes review of financial position of the college. However, no financial audit is carried out for the financial year 2019-20.

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
NIL	0	NA

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6.4.3 – Total corpus fund generated

0

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	No	Nill	No	Nill
Administrative	No	Nill	No	Nill

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

Parents' and Teachers' Meetings are held regularly to keep the parents abreast of the progress of their wards. Parents' feedback is sought continuously to improve the quality of teaching. The College also tries to seek the parents' view regarding the existing infrastructure of the college and how to bring about a change in it, if at all needed in a positive way.

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

NIL

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

1.Remedial classes are regularly arranged to address the lacunae of the main classes. 2. Efforts are on for recruitment of some full-time teachers. 3. The process of construction, upgradation and renovation of college buildings, class rooms, library etc has been on under RUSA grants.

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	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Anti Ragging Awareness Program	17/07/2019	17/07/2019	17/07/2019	231
2019	Independence Day Celebration	15/08/2019	15/08/2019	15/08/2019	94
2019	Aids Awareness Program	01/12/2019	01/12/2019	01/12/2019	77
2020	Inter College Sports Meet	11/01/2020	11/01/2020	12/01/2020	50

2020	International Language Day Celebration	21/02/2020	21/02/2020	21/02/2020	72
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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
International Womens Day Celebration by Women Cell and IQAC.	08/03/2020	08/03/2020	55	32
The syllabus covers topics on patriarchy, feminist thoughts, infanticide, etc.	01/07/2019	30/06/2020	108	140

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
Percentage of power requirement of the University met by the renewable energy sources We have shifted to environmentally friendly options such as environmentally friendly light source that can help educational institutes reduce their energy use, as well as attract a socially conscious among students. ? Solar Panels are installed at the roof of the college as alternative energy resource and a certain amount of the energy requirements are met from it. ? LED lights are installed in some departments to reduce the energy consumption. ? High energy efficient equipment (four star five star rated equipment such as- refrigerators, ceiling fans etc.) are purchased by institute. Cleanliness Drive and Waste Management: To keep campus clean, neat and tidy, dustbins are placed in the college premises, corridors and office. To maximize use of paperless technology i.e., sharing of data /Lecture notes on google classroom, college website e-mail etc are done. Cleanliness drive to collect solid waste in the campus are conducted by NSS students. Initiatives to ensure Green Campus: The institution has already taken initiative to develop Green Campus. Besides that, a number of initiatives such as tree plantation, maintenance of lawns grounds has been taken keeping in view of environmental consciousness and sustainability in the institute. Use of single use plastic material is banned in the campus. Students are made aware about the harmful effects of plastic on ecology. We suggest the employees of the college whose residence is close to the college campus to walk to college and students from nearby area are suggested to use either cycle or public transport to attend college. Institute took following green campus initiatives like: • Use of Bicycles. • Ban on use of single use Plastic. • Landscaping with trees and plants.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Nill	No	Nill

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
2019	1	1	17/07/2019	1	Anti Ragging Campaign.	Awareness about ragging. Why students should keep away from this	231
2020	1	1	11/01/2020	2	Inter College Sports Meet	To emphasize on the physical fitness and well being of the students.	259

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

Title	Date of publication	Follow up(max 100 words)
Code of conduct of different stakeholders	10/07/2019	Teacher: Code of conduct of teachers and non-teaching employee is monitored by principal IQAC cell of the college. Student: Code of conduct of student is monitored by principal, teachers, non-teaching employees of the college. Guardian: If any problems arise, principal deals with the matter.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day Celebration	15/08/2019	15/08/2019	94
International	21/02/2020	21/02/2020	72

Language Day Celebration organized by Department of Bengali in collaboration with IQAC			
AIDS Awareness Program	01/12/2019	01/12/2019	77

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

Being a part of this ecosystem, it is our duty to protect our environment and maintain the balance of the ecosystem. Industrial urbanization improves our quality of life, at the same time it destructs our mother nature. So, to maintain a healthy environment for us and for our future generations, we have to take some initiative to reduces the impact of this effects. To maintain an environmental and eco-friendly campus our college has taken some promising initiatives includes: 1. Reduce, Reuse and Recycle of plastic bags. 2. Avoid the use of single use plastic inside the campus, 3. Plantation of trees in regular basis, 4. Solid waste management. 5. Nature club and NSS unit of our college has taken some steps to ensure that the hazardous waste products from different laboratory do not mixed with the general waste of the college and also ensure that the medical waste like syringe needle bandage from the department of Zoology don't get mixed with other waste and they are disposed after their use 6. A number of environmental awareness seminars were organized by NSS unit of Raiganj Surendranath Mahavidyalaya, the main aim of this seminar to aware our students and general people that we are the part of this mother nature and we have the responsibility to create a healthy environment for our future generations. The main aim of our institution is to create a green and clean campus as well as a plastic free environment.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Use of ICT 2. Observance of Various National Festivals of India to enrich cultural values We continue our previous year best practices along with introducing the followings: Best Practices 1- ICT Enabled Classrooms, Seminar Halls and Computer Labs ICT or Information and Communication Technology broadly refers to tools and services that communicate information. ICT opens a world of possibilities for the betterment of the education sector. The need of ICT is ever-growing in the education sector and keeping its numerous utilities and benefits in mind our college has introduced ICT facilities in classrooms and seminar halls. Two seminar halls with ICT facilities are provided which are used for seminars, conferences, workshops, screening educational movies and documentaries, student-related cultural activities and Government sponsored programs. There is a computer lab adjoined to the central library of our college which is mostly used by the students of the department of Mathematics, Physics and others. Their practical or lab-based classes are conducted in this computer lab. The central library of our college has introduced OPAC (Online Public Access Catalog). An OPAC is used by library patrons to search for materials without a librarians assistance. It is designed to be searched by title, author, subject or keyword in an interface that is more user-friendly than the previous card catalog. Using this the students as well as the teachers can get access to the updated information on books and journals available in the central library. There is a language lab in our college which is ICT enabled. A Smart Board, several Computers and Microphones have been provided to

enhance the quality of learning and to make learning an enjoyable experience. Online Admission Portal is maintained by Infonetics. Student related activities like preparation of lesson plan, work diary, assignments, LSM and study materials preparation etc is managed by online support system. Free Wi-Fi facility is provided throughout the campus with high-speed internet connection (bandwidth 100 Mbps). A good number of computers with internet connection are provided to the students for their academic activities. Best Practice 2- Observance of Various National Festivals of India to enrich cultural values Central to our countrys political and social framework is the observance of several important days of historic importance, collectively called National Festivals of India. Republic Day, Independence Day are gazette public holidays in India. There are other important days such as those dedicated to freedom fighters and important personalities. These can be called festivals of national integration as they bind a whole nation in a shared experience. Celebration of Independence Day is a joyous occasion for every Indian. Independence Day Celebration in college provides an opportunity to the students, faculty members and other staffs to pay tribute to the nation and the freedom fighters of India. On 15th August, a cultural program was organized in the college. Students, faculty members of every department and other staffs of the college gathered together in the morning and participated in the National Flag Hoisting ceremony and cultural events. The National Flag was hoisted by the Teacher-In-Charge of our college and with due respect to our nation, everyone participated in the National Anthem. The TIC of the college delivered a short speech on the significance of the Day. The students participated in reciting a few patriotic poems and in singing a few patriotic songs. At the end of the program, sweets were distributed among all. Netaji Subhash Chandra Boses Birthday is celebrated on 23rd January every year to remember and honour Netaji as one of the greatest freedom fighters of India. Our college organized a program to observe the birth anniversary of Netaji Subhash Chandra Bose on 23rd January, 2020. The event was held at the college premise and was attended by students, faculty members and other staffs of our college. The program started with a floral tribute to Netajis portrait by the Teacher-In-Charge of the college, followed by a brief speech on the life and achievements of Netaji. The program also included cultural program by the students, including singing patriotic songs and dance performances. The program ended with the distribution of sweets and dry fruits among all.

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

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

The vision and mission of the college is to provide quality education to the students particularly from low-income group families at an affordable fee. Provision of safety and security of our students is a priority in the institution and as a consequence of this several measures have been taken in this direction. Women empowerment also is one of the enlisted goals of collage. The college feels that women deserve an equal space and place in the affairs. Hence the college organizes special programs for girls such as Guest Lecturers to create awareness among them on various law protections that women have against crime and injustices against women. Our girl students have represented our college in youth parliament. Women empowerment cell stresses that only education and developing skills are route to enjoy women rights and women protection. Apart from stressing on intellectual growth, physical fitness is also seen as crucial to women's development therefore the Institution offers

gym facilities for the self-protection of young women. As far as our mission and vision in concerned, college always try to implement the distinctiveness in the work. Our college has a large number of students from rural areas and poor background, but they are not poor in talent, knowledge and humility. The college organizes the women empowerment programs for making them confident enough to struggle the battle of life. There is an anti- ragging cell and IQAC cell in the college. Every year, cultural competitions are organised which includes exhibition, poster making, dance and singing in which enthusiastic and inclusive participation is encouraged. Besides, the college holds an annual cultural program on its prize distributing day, where a full-fledged cultural program is put up by the students to showcase their talents in the arts. Although institutional performance in an area distinctive to the vision and priority of the institution are many such as world class education, reaching the one in need, technical advancements, career guidance, creating platform for international exposure, training individuals for profession, research and experimentation in science and technology, sports activities. The institution has nature club which is functioning on the college with the prime motive of organising events that may benefit nature and nature related cases, women's cell aims at intellectual and social upliftment of students of the college, working to raise awareness on gender equality, The institution also has NSS l and NSS ll (National Service Scheme) unit, the National Service scheme aimed at developing students' personality through community service. Cleaning initiatives in the campus and nearby areas, initiatives for environmental awareness and a clean and green premises and locality are an important part of the holistic training the college impart to the students. The Institution has actively engaged in blood donation, flood relief camp and many more. There are also vocational training courses, by providing vocational education, the institution is able to make skilled and bright students.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

1) Installation of 5kw Solar (Grid Connected) plant under RUSA 2.0 2) Construction of a boundary wall to safeguard the college campus 3) Organise quality seminar to upgrade the academic atmosphere