



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

RAIGANJ SURENDRANATH
MAHAVIDYALAYA

- Name of the Head of the institution **Dr. Chandan Roy**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **9932395130**
- Mobile No: **7319593993**
- Registered e-mail **mda_sunam@yahoo.co.in**
- Alternate e-mail **rsmiqac2017@gmail.com**
- Address **Sudarshanpur**
- City/Town **Raiganj**
- State/UT **West Bengal**
- Pin Code **733134**

2.Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **University of Gour Banga**
- Name of the IQAC Coordinator **Dr. Sankar Kr. Roy**
- Phone No. **7319593993**
- Alternate phone No. **03523253055**
- Mobile **8016630461**
- IQAC e-mail address **rsmiqac2017@gmail.com**
- Alternate e-mail address **mda_sunam@yahoo.co.in**

3. Website address (Web link of the AQAR (Previous Academic Year))

<http://rsmraiganj.in/wp-content/uploads/2023/07/RSM-AQAR-2021-22.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://rsmraiganj.in/wp-content/uploads/2024/02/RSM-Academic-Calendar-2022-23.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.51	2016	16/12/2016	15/12/2021

6. Date of Establishment of IQAC

19/08/2015

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution (Raiganj Surendranath Mahavidyalaya)	Salary	Govt. of West Bengal	2022-23 (365 DAYS)	49308413

8. Whether composition of IQAC as per latest

Yes

NAAC guidelines

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? No

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

1) Inauguration of Satyendranath Tagore Civil Service Study Centre of Uttar Dinajpur District by Government of West Bengal on 2nd September 2022 2) Organised Uttar Dinajpur Inter-College District level Mock Parliament on 24th September 2022 3) Celebration of National Education Day on 11th Nov, 2022 (Seminar on Changing Course, Transforming Education: NEP 2020) Organized by Dept. of Education 4) International Language Day Celebration organized by Department of Bengali in collaboration with IQAC on 22nd February, 2023 5) Observance of International Women's' Day Celebration on 20th March,2023 (Seminar on "Domestic Violence and the Silence of Subaltern women) 6) Successfully implemented new value added course on Karate and Self Defense 7) Signed MoU with Shisumangal, Raiganj (NGO) for future collaborative activities

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
To organise Webinars and Seminars, Invited lectures etc. local/ national / International on various topics to be undertaken by each department and several committees	Successfully conducted
To organise various out-reach programmes by NSS and other cells	Successfully conducted
To make campus more clean and green	Successfully conducted

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	04/03/2024

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

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• if yes, whether it is uploaded in the Institutional website Web link:	https://rsmraiganj.in/wp-content/uploads/2024/02/RSM-Academic-Calendar-2022-23.pdf				
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6.Date of Establishment of IQAC			19/08/2015		
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Institution (Raiganj Surendranath Mahavidyalaya)	Salary	Govt. of West Bengal	2022-23 (365 DAYS)	49308413	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			4		

<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	No	
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To make campus more clean and green	Successfully conducted
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body	04/03/2024
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2022	23/02/2024
15. Multidisciplinary / interdisciplinary	
<p>Being the district town-based college in Raiganj we always tried to adopt multidisciplinary teaching learning process towards holistic development of our students. Along with 12 UG (Hons.) Departments and 5 UG (General) Departments, the multidisciplinary approach to education is further nurtured through the various PG courses under two distance mode Post Graduate centers of DDE-RBU and NSOU. The Institution tries to promote the integration of humanities, social science and science through various combined programmes by the Research Group, Women Cell, Nature Club and Cine Club. The institution also offers several flexible and innovative curricula in the areas of community engagement and service through NSS, Health Club, environmental education. The institutional always encourages students to enjoy</p>	

multidisciplinary flexible- curriculum e.g , Computer training, Yoga training, etc. Several seminars and webinars are conducted by individual departments and IQAC cells. The institution also promotes Students Annual Sports and Annual Social-Cultural Fest - *Pragati*, Annual Magazine *Abhijatri* covering wide array of topics across disciplines. We anticipate all these drives will be very fruitful for implementing NEP 2020.

16.Academic bank of credits (ABC):

Keeping on view of NEP 2020, we are planning to frame the Academic Bank of Credit (ABC) under the guidance of the affiliating university. We have conducted awareness orientation programme on ABC for the students.

17.Skill development:

The college has a vocational training center approved by the West Bengal State Council of Technical & Vocational Education and Skill Development (Technical Education Division). Through the various courses of this Vocational Centre, the college is trying to promote 'Skill India' initiative of Government of India.

Considering the growing demand of skilled work force in both public and private sector, our affiliating university has framed her CBCS curriculum accordingly. So many skill oriented courses are introduced in the curriculum. The syllabus for each Subject is so designed that the students have to undertake application oriented compulsory modules (Skill Enhancement Course in Sem-5 and Sem-6) which relates to skill formation, problem solving and analytical thinking which are core to STEM.

Our college also signed MoU with WEBEL for providing training to our students to be effective Data Entry operator and basic knowledge of computer.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Through the CBCS curricula as framed by the affiliating university we are encouraging students to have a basic knowledge in Modern Indian Language (MIL) and cultural heritage of India through the ages. Languages like Bengali, Hindi, Sanskrit, Urdu are offered to students as core subjects along with generic electives and skills. Under the CBCS curricula, in the subjects like History, Political Science, Sociology and Education we are trying to interact students with our cultural past, heritage, governance and education system of Indian subcontinent and its

gradual evolution through the ages.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Above 99% of our enrolled students have qualified UG in the year 2022-23 and majority of them have enrolled for higher study either in PG programmes or job oriented B.Ed., BPEd. courses in various universities i.e., NBU, UGB, VB, BHU, RBU, RGU, NSOU and so on. Some of our students also received jobs in banks, W.B Police and others fields.

20.Distance education/online education:

The college has signed MoU with DDE-RBU and NSOU and running PG courses in various subjects - Bengali, English, History, Education, Pol. Science, MSW, Sanskrit, Environmental Studies through Distance Education. Near about 1000 students have enrolled in these two centres every year. These Centres also generate extra monetary resource for the college.

Extended Profile

1.Programme

1.1

14

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1

5045

Number of students during the year

File Description	Documents
Data Template	No File Uploaded

2.2

1370

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	No File Uploaded
2.3 Number of outgoing/ final year students during the year	932
File Description	Documents
Data Template	No File Uploaded
3.Academic	
3.1 Number of full time teachers during the year	22
File Description	Documents
Data Template	View File
3.2 Number of Sanctioned posts during the year	26
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1 Total number of Classrooms and Seminar halls	21
4.2 Total expenditure excluding salary during the year (INR in lakhs)	2.34
4.3 Total number of computers on campus for academic purposes	59

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and

documented process

The institution being affiliated to the University of Gour Banga, delivers the curriculum as per guidelines of the University and follows different steps to ensure effective curriculum delivery:

i) Annual Academic Calendar is prepared for the academic year specifying available dates for significant activities and displayed in Notice Board & college website. ii) Meeting is held in each department at the end of each semester to discuss course distribution for the next Semester. Based on the expertise of individual Teachers, syllabus is allotted to prepare a teaching plan.

iii) The institution adheres to the centrally created Master Routine for effective curriculum delivery and completion of syllabus within the stipulated period. The syllabus is distributed at the beginning of each semester and published on the students' Notice Board & College website.

iv) System of internal assessment have been followed strictly since the inception of CBCS system and the whole evaluation process has been executed in an implacable manner.

v) The institution takes initiatives to assess the learning levels of the students and organizes special programmes for both advanced and slow learners. Conventional classroom teaching is blended with use of ICT enabled tools, Audio-visual aids, power point presentations, simulation software and many electronic teaching aids, documentary films, etc.

vi) Regular classes, Tutorials and Remedial Classes, special lectures are organized along-with Seminars/Webinars and Academic Tours by various departments for the benefit of both advanced and slow learners.

vii) The College Central Library provides necessary learning resources for effective delivery of curriculum.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://rsmraiganj.in/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Annual Academic Calendar is prepared according to the University Holiday List and tentative examination tenure fixed by the University for the different Semesters, to ensure a systematic routine for curricular and extracurricular activities throughout the year organized by IQAC. The Academic Calendar provides tentative dates for the commencement of sessions, internal-tutorial and University examinations, list of holidays according to the Government of West Bengal and University Holiday List and Celebration of institution-level students-centric events round the year, like, Annual Sports Day, Annual Fest, Annual Prize Day, Celebration of "Dibash" - observing days of events of national importance, so on. Vacations and session breaks are also mentioned in the Academic Calendar, especially for the benefit of outstation candidates. It is displayed in the Student's, Professor's Notice Board & College Website. The College strives to adhere to the Academic Calendar with utmost sincerity so that students, teaching and non-teaching staff remain aware of upcoming events.

The CIE consists of class tests, internal assessments and tutorial projects. Besides the assessments of the CBCS curriculum, individual teachers take revision tests and set assignments in order to evaluate the understanding of students on the topics taught.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://rsmraiganj.in/wp-content/uploads/2024/02/RSM-Academic-Calendar-2022-23.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the B. Any 3 of the above

following academic bodies during the year.
Academic council/BoS of Affiliating
University Setting of question papers for
UG/PG programs Design and Development
of Curriculum for Add on/ certificate/
Diploma Courses Assessment /evaluation
process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

14

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

150

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The academic Council of Raiganj Surendranath Mahavidyalaya is responsible for integrating professional ethics, Gender and Human Values in Curriculum discourse. The curriculum also includes Environmental studies as compulsory subject for awareness about environmental sustenance. Some departments offer DC, DSE and GE courses that address these issues directly as part of the CBCS curriculum under University of Gour Banga, for example i) English: Women's Writing and Women's Empowerment, Human Values. ii) Education: Women Education, Contemporary Issues in Indian Education, Environmental Education, Peace and Value Education. iii) Economics: Economics of Health and Education, Resource and Environmental Economics, Gender and Development, Social sector and Human Development, Health Status in West Bengal, Environment and Sustainable Development. iv) History: Condition of women during Vedic Age, Marriage system, Women in Pala-Sena Period, Varna or Caste System in Ancient India. v) Philosophy: Philosophy

of Human Rights, Indian and Western Ethics, Practical Ethics, Justice and Equality, Socio-Political Philosophy, Philosophy of Practice. vi) Political Science: Gender and Politics. Human Rights, Ecology and Political Responsibility. vii) Sociology: Sociology of Environment, Gender and Society, Women in India viii) Botany: Environmental issues in courses on ecology, Plant ecology, Phytogeography and Biodiversity. ix) Chemistry: General Analytical and Environmental Chemistry, Green Chemistry

x) Physics : Renewable energy and Energy Harvesting xi) Zoology: Ecology and Conservation Biology Compulsory course on Environmental Studies (ENVS) for all Sem-I students. Also Various departments organize seminars/webinars, lectures on such topics.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

7

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

2238

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://rsmraiganj.in/wp-content/uploads/2024/02/C-1-Action-Taken-Report-2022-23.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2744

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1024

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Yes, our institution assesses the learning levels of the students. Our college advocates for a continuous evaluation process to ensure robust and transparent internal assessment. As a Part of the CBCS curriculum, each paper carries 20% weightage in internal evaluation. For ensuring continuous evaluation 40% of total internal marks are in the form of classroom attendance and the rest 60% are carried by classroom tests and centrally conducted internal examinations. For advanced learners, the college promotes the participation of the students in different state ornational-level competitions like quizzes and examinations and also financially supports the participation of such students in academic exhibitions. Additionally, such students are also motivated by felicitating the best student (gold medalist) from each department. For slow learners, the college takes special care and each department has dedicated special tutorial classes. The head of the college takes special note of the conduct and performance of the tutorial classes.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
5045	62

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Yes, our college advocates for learner-centric methods of teaching. Post covid-19 this approach became more evident with the combination of both online as well as offline modes of teaching. The teaching and learning methods include group discussion, student seminars, problem-solving through online software and tools, and project-based courses. All the science courses include experiment-based practicals for enhancing experiential learning ensuring the most effective learning experience for the students.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

All the teachers were compulsorily trained to use ICT-enabled tools for effective teaching and learning. All teachers frequently use ICT-enabled tools for effective teaching-learning processes in terms of using PowerPoint presentations, simulation software and other electronic teaching aids to ensure an effective experience for all the students. Access to the internet and computers for the staff and students ensured the sharing of information and access to different learning software, e-journals and e-books. Here in Raiganj Surendranath Mahavidyalaya, technology plays a very positive role in spreading what all the competent teachers want to share among the young learners. Online classroom experience with Google Meet, Zoom, etc. helped both the students and teachers to enhance the utility of ICT in teaching and learning. Moreover, cloud classrooms were introduced to ensure 24x7 teaching and learning experience for all the students.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://rsmraiganj.in/eclass-room/

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

62

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

22

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

15

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

299

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Our college advocates for a continuous evaluation process to ensure robust and transparent internal assessment. As a Part of the CBCS as well as the NEP-2020 curriculum, each paper carries 20% weightage in internal evaluation. For ensuring continuous evaluation 40% of total internal marks are in the form of classroom attendance and the rest 60% are carried by classroom tests and centrally conducted internal examinations. The attendance percentages are disclosed to the students before each examination, and their performance in class tests and internal examinations are disclosed and discussed with the students. The students are aware of their performances and give them the opportunity for self-evaluation. The performance of the students is centrally uploaded to the university website for common reference. This ensures a transparent system of internal evaluation.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.ugbexam.net/SemesterChoose.asp x

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The college ensures that all the students have a fair internal examination and if not then their grievances are efficiently redressed time-bound manner. In order to achieve that firstly, internal examinations are only conducted after official notifications indicating time and method of evaluation. Secondly, the students are encouraged to share their grievances through HoD with the Teacher-in-Charge or through the college grievance cell. Moreover, the marks of internal examinations of each student are shared with the Teacher-in-Charge, and the marks are uploaded centrally from the Heads office after cross-verification. Each concerned teacher is asked to keep a record for justification of the internal marks allocated to the students. Grievances are addressed by independent examination of the marks allocated and documents for justifications of marks. The Head of the college ensures that no student is unfairly treated in the internal examination. Additionally, if any student asks for reexamination, then the college approves reexamination so as to ensure fairredressal of problems related to internal evaluation.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	http://rsmraiganj.in/notice_types/examination-notice/

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Yes, both the teachers and the students are made aware of the course outcomes through the display of student performances and open results on the college website. Moreover, special achievements by the students are also displayed on the college noticeboard as well as on the college website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://rsmraiganj.in/results/
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Yes, programme outcomes are evaluated every year. Since our college offers only undergraduate courses, the college administration sets a target of course outcome in terms of pass percentage, university rank holders and percentage of students going for higher education or government jobs. Each year the performance of the pass-out students is assessed and compared with that of the previous years and remedial decisions are taken henceforth for progressive improvements in programme outcome.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

928

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://drive.google.com/drive/folders/1_7Wom1qJb61qEUkhG4NokJQmzaHLix_d?usp=drive_link

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://rsmraiganj.in/wp-content/uploads/2024/02/RSM_SSS_2022-23.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

Nil

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

NIL

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

2

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

2

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

4

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

In 2022-2023 many extension activity related programmes (viz. blood donation, workshop programme, Health awareness programme, Swachh Bharat Campaign, Student counselling programme) have been organized in collaboration with Govt. Hospital, CMOH department, RICE e.t.c. Many students from the college actively participated in such programmes and aslo benifited from such intiative. In future we are trying to collaborate with many other Govt. as well asnon Govt. educational institutes, NGOs to fulfill various trajectory so that students from our institute and surrounding institutes get benifited holistically.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

7

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

266

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

NIL

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Raiganj Surendranath Mahavidyalaya is steadfast in ensuring the availability and optimal utilization of its physical infrastructure, closely aligned with its overarching vision. The institution strategically plans for classroom, laboratory, furniture, and equipment needs, taking a proactive stance towards infrastructure development. To promote efficiency, the management conducts workshops, awareness programs, and training sessions for faculty, ensuring they are well-versed in utilizing new technologies.

The institution goes beyond conventional boundaries by encouraging innovative teaching and learning practices, fostering a dynamic educational environment. The physical infrastructure isn't confined to regular college hours; it serves as a hub for co-curricular and extracurricular activities, parent-teacher meetings, training classes, seminars, conferences, and more. Additionally, Raiganj Surendranath Mahavidyalaya plays a pivotal role as an examination center for government and university examinations, including SET, SSC, TET, JBNSTS. This comprehensive approach underscores the institution's commitment to multifaceted and effective utilization of its infrastructure to nurture competent, globally-ready students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Raiganj Surendranath Mahavidyalaya demonstrates a robust commitment to fostering a holistic educational experience by providing ample facilities for cultural and sports activities. The institution boasts well-equipped spaces for indoor and outdoor games, exemplifying its dedication to nurturing students' talents. The college's commitment is evident through facilities for coaching in various sports, hosting tournaments, and organizing vibrant cultural events.

A spacious sports ground facilitates regular training and events for athletics, including shot put, disc throw, javelin throw, high and long jump, as well as group sports like cricket, football, and volleyball. Additionally, indoor games such as carom and chess find a dedicated space within the college. A qualified physical education teacher guides students in diverse sports, motivating them to participate in inter-collegiate and university-level tournaments. The presence of well-organized NSS groups further enhances the college's holistic development initiatives, and facilities like a sports room and storage contribute to the proper maintenance of sports equipment. Raiganj Surendranath Mahavidyalaya thus provides a dynamic environment where students can actively engage in both cultural and sports pursuits.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

5

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

.55

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

****Library Automation:****

- Automated using Integrated Library Management System (ILMS)
- ILMS Software: SOUL
- Nature of Automation: Partially
- Version: 2.0
- Year of Automation: 2005

- ****Library Services:****

- Textbooks, E-books, E-Journals, Journals

- Semi-automation for certain services

- ****Library Usage:****

- Number of teachers and students using the library per day: 110

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources D. Any 1 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

.89

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

110

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Raiganj Surendranath Mahavidyalaya consistently prioritizes the enhancement of its IT facilities, particularly Wi-Fi infrastructure, to provide a modern and efficient learning environment. Regular updates are conducted to ensure the seamless functionality and accessibility of the Wi-Fi network across the campus. The institution allocates resources from its development fund to facilitate these updates, emphasizing the importance of staying technologically current.

The IT department plays a pivotal role in overseeing these updates, conducting assessments, and implementing necessary improvements. By embracing the latest technological advancements, the institution aims to meet the evolving needs of students and faculty, fostering a dynamic and connected educational experience. The commitment to updating IT facilities, including Wi-Fi, underscores Raiganj Surendranath Mahavidyalaya's dedication to providing a cutting-edge and digitally-enabled educational atmosphere for its academic community.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

59

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1.45

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Raiganj Surendranath Mahavidyalaya demonstrates a commitment to financial responsibility and effective facility management. A dedicated committee regularly assesses and addresses maintenance needs for physical infrastructure, making decisions through resolutions to enhance the academic environment. The library follows structured procedures for acquiring materials, with department heads and faculty input, ensuring accountability through the HOI and purchase committee's approval. The library maintains visitor records and encourages students to uphold cleanliness and quietness, following standardized borrowing and returning processes.

Laboratories prioritize cleanliness and waste disposal, with attendants and students managing these aspects while maintaining detailed records for chemicals and equipment. The sports committee oversees equipment maintenance, requiring HOI approval for purchases. Classrooms benefit from the institute development fund, focusing on furniture, electrical equipment, and overall cleanliness. Cleaning staff ensures tidiness across classrooms, corridors, toilets, and the campus. Regular maintenance and appropriate disposal of non-repairable digital devices showcase the institute's dedication to providing an optimal learning environment for students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

4308

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

400

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

400

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

385

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	View File
Details of student progression to higher education	No File Uploaded

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

05

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

05

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

This report aims to shed light on the 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. They represent themselves through the decision making process, academic policies, extracurricular activities and student welfare initiatives. The Student Council acts as a mediator between students and the administration, addressing grievances, concerns, and suggestions to ensure a conducive learning environment. 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. 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-to-day operations, infrastructure, and support services.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

06

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

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 underprivileged and excluded members of the society.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Raiganj Surendranath Mahavidyalaya strives for national and global recognition across three vital dimensions: (1) nurturing leaders in education, the arts, and self-management, (2) catalyzing positive transformations in humanities and social science scholarship, and (3) unwaveringly upholding values like access, excellence, service, equity, justice, student engagement, accountability, citizenship, and collaboration. Our commitment extends to fostering solidarity through life-oriented and value-based education, embracing the diverse religious and cultural fabric of the nation. Educators and students collaboratively work to shape intellectually adept, morally upright, socially dedicated, and spiritually inspired citizens for a compassionate social order. The primary goal is to cultivate socially committed

and values-driven alumni contributing significantly to the institution's growth. A substantial portion of our alumni actively engages in higher institutions, providing essential services and playing a pivotal role in supporting the college across various fields. Raiganj Surendranath Mahavidyalaya's vision transcends traditional boundaries, emphasizing academic excellence and holistic development, with alumni actively shaping a brighter future for the institution and society.

File Description	Documents
Paste link for additional information	https://rsmraiganj.in/message-from-the-tic/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institute practices decentralization and participatory management in collaboration with the College Governing Body. Various committees oversee academic and administrative functions, involving teaching staff, non-teaching staff, and alumni in decision-making. Decisions on college expansion, infrastructure, new courses, and funding allocation are democratically made. The Head of the institution consults stakeholders, mobilizes finances, and makes informed choices before implementing significant initiatives. For efficient operations, the college follows standard procedures and has established committees like the Purchase Committee. This committee, consisting of the HOI (Head of the institution), Senior Teachers, and non-teaching staff ensures transparency. Purchase requirements are communicated to the committee, and if below Rs. 50,000.00 vendors submit bids. Quotations are discussed openly, considering reputations, prices, and product quality. Orders are placed promptly, and tender notices are issued if necessary, involving teachers, administrative staff. The Library Committee, comprising the HOI, IQAC Coordinator, teacher representatives and library staff ensures fair distribution of funds for book purchases across departments. HODs submit book requisitions, and student input is considered. A participatory management approach ensures effective use of funds and meets all departmental demands.

File Description	Documents
Paste link for additional information	https://rsmraiganj.in/wp-content/uploads/2023/07/GOVERNING-BODY-3.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Raiganj Surendranath Mahavidhyalaya, a government aided institution in West Bengal, adheres to the Department of Higher Education's policies. With a strategic perspective plan, the college focuses on academic excellence, following CBCS for lesson plans, conducting annual Parents-Teachers Meets, and promoting research among faculty. It prioritizes a well-equipped computer lab, ICT-enabled class rooms, and student participation in NSS and social activities. A feedback response system is in place. Resource allocation is proactive, emphasizing student welfare. The organizational structure ensures efficient decision-making, with the Governing Body overseeing policy development. The SDO, Raiganj, provides administrative guidance, and HOI contributes to institution-wide decisions. Various committees, including executive, academic, admission, and finance, play pivotal roles. The HOI, supported by both teaching and non-teaching staff, manages administrative operations, and academic matters involve input from Academics, Faculty, department heads, Coordinators, special officers, culminating in approval by the academic council and Governing Body.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Raiganj Surendranath Mahavidhyalaya has meticulously designed its organizational framework to facilitate effective decision-making.

The Governing Body, led by the SDO, Raiganj, serves as the linchpin, guiding institutional officials without undue interference. The HOI plays a pivotal role in steering decisions for various activities. Statutory bodies like the executive, academic, admission, and finance committees, along with faculties and departmental councils, collectively shape the institution's strategic direction. The HOI operates within a supervisory framework, ensuring seamless administrative functioning. Committees, involving both teaching and non-teaching staff, collaborate to provide recommendations on administrative and academic matters, fostering adaptability. Academic matters involve collaborative efforts from Academics, Faculty, Heads of Departments, Coordinators, and special officers. The Academic Council finalizes academic decisions, gaining approval from the Governing Body. This collaborative and consultative approach upholds academic integrity and aligns decisions with the institution's broader vision, reflecting its commitment to excellence.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Raiganj Surendranath Mahavidhyalaya prioritizes the well-being of its teaching and non-teaching staff by providing extensive welfare measures. This includes participation in schemes like the GPF-cum-Gratuity-cum-Pension Scheme or National Pension Scheme, Co-operative Society, and the Medical Reimbursement-cum-Health Scheme (Govt. of West Bengal) with a minimal fee. The institution ensures compliance with statutory social security and welfare benefits, encompassing LTC, maternity benefits, and childcare in line with MHRD/UGC regulations. The institution actively fosters the professional growth of its staff, encouraging them to pursue higher education and engage in training programs, seminars, symposiums, conferences, and workshops at both national and international levels. Financial assistance is not a barrier, and duty leave is granted to facilitate such endeavors. In the past academic year, the institution demonstrated exceptional support for faculty research programs, resulting in the successful completion of PhDs for two teachers. Additionally, some faculty members were granted permission to participate in various in-house or external training, development workshops, career advancement programs, and other activities to enhance their skills and knowledge for furthering their careers.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

4

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution is dedicated to excellence in teaching, learning, and research, employing a comprehensive performance appraisal system for both teaching and non-teaching staff. This system strategically links staff performance to the institute's goals. To ensure fairness, a transparent self-assessment framework is in place, incorporating diverse evaluation indicators. The PBAS proforma is a crucial tool for assessing teaching staff, aligning with UGC regulations. API scores, integral to this proforma, determine eligibility for the Career Advancement Scheme promotion. This systematic approach ensures standardized assessment of teaching staff, fostering a culture of continuous improvement. The performance appraisal system dynamically gauges individual contributions, steering the institute toward its objectives. Through this structured approach, the institution aims to uphold and elevate education and research standards in accordance with contemporary benchmarks and regulatory guidelines, demonstrating a commitment to ongoing professional development and excellence.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The College maintains accounts systematically. In our College statutory audit was not held. All the papers are ready for internal audit. In last week of April 2023, AG audit was held and we submitted all documents.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

100000

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Raiganj Srendranath Mahavidyalaya's fiscal decisions, including the efficient use of funds, lie within the purview of the purchase committee. Additionally, a financial committee is currently in the process of establishment, poised to oversee the strategic mobilization and optimal utilization of resources. This committee's primary responsibility is to devise institutional strategies that align with prudent financial practices. By doing so, they aim to ensure judicious allocation of funds for various endeavors. The intricate interplay between these committees reflects the institution's commitment to sound financial governance, emphasizing both transparency and accountability. Through these measures, Raiganj Srendranath Mahavidyalaya endeavors to foster a climate where funds are not only mobilized strategically but are also utilized with utmost efficiency, ultimately contributing to the institution's sustained growth and

development.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC at our college has played a crucial role in institutionalizing effective quality assurance strategies and processes. Its primary objective is to enhance and uphold educational quality by exploring innovative approaches to use teaching aids, establishing necessary infrastructure, and recommending new courses. Internally, the IQAC functions as a highly efficient coordinating and monitoring system, responsible for maintaining and enhancing overall quality within the institution. It convenes quarterly meetings to plan, direct, administer, and assess the college's teaching, research, and publication activities. The IQAC ensures the implementation of its guidelines through subcommittees overseeing various activities and departments, providing valuable input. By undertaking quality improvement projects and promoting best practices, the IQAC aims to foster a culture of quality throughout the institution.

File Description	Documents
Paste link for additional information	https://rsmraiganj.in/iqac-document/
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution regularly evaluates its teaching-learning processes, structures, and methodologies through the IQAC, noting incremental improvements. Key efforts, institutionalized for enhanced quality, include strategic planning, responsibilities allocation, and monitoring various aspects such as academic results, student training, soft skills development, placement

support, faculty development, and research. Academic and administrative activities undergo regular inspections to ensure quality standards, focusing on good practices, error correction, resource reviews, innovative methods deployment, and faculty self-improvement. Since the establishment of the IQAC, the college has prioritized delivering high-quality education and fostering a quality culture among students and faculty. The IQAC has played a pivotal role in institutionalizing quality assurance systems, introducing outcome-based learning in each program, conducting aptitude and soft skill classes, creating a Research and Development cell, organizing impactful activities like seminars and webinars, implementing ICT tools for teaching, establishing an effective Mentor-mentee process, and submitting the Annual Quality Assurance Report (AQAR) to the NAAC annually. Additionally, efforts are directed towards eradicating ragging, promoting student discipline, and operating a grievance redressal cell.

File Description	Documents
Paste link for additional information	https://rsmraiganj.in/iqac-document/
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://rsmraiganj.in/iqac-document/
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Raiganj Surendranath Mahavidyalaya possesses a privileged right to ensure women empowerment through gender equality. Our college organizes several training programs, seminars, workshops, etc., on gender equality and sensitization. Guest speakers from prominent fields are invited to speak on the given topic, highlighting the importance and contribution of women in society. Equal opportunities are provided to all individuals irrespective of gender, race, caste, color, creed, language, religion, political or another opinion, national or social origin, property, birth, or another status. In addition to these, Women's Day is also celebrated every year. The Institute has taken several measures to enhance safety & security on campuses by installing CCTV cameras & providing 24 hours *7 days security. Women attendants are also available on the Institute's premises to ensure women's safety and care. The Institute has also ensured gender equality in the representation of women in top positions of various institutional committees. The Institute has several female faculty members who regularly provide counseling sessions to students. •Grievance Redressal Committees for staff and students • Common rooms have been allocated, which also facilitate meetings and discussions. Awareness campaigns on women safety and gender sensitivity through street plays by Department of Education.

File Description	Documents
Annual gender sensitization action plan	Encourage women students and faculty members to start their startups and thus encourage women entrepreneurship. Organize more seminars and workshops for students on gender equality and introducing a standard of gender sensitive language in curricula.
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Sufficient number of CCTVs have been installed in every corner of the college for proper supervision. Regular maintenance of the facility is emphasized upon. Sick rooms are present in the college building. Separate common rooms for students and teachers are present with all basic facilities. Regular counselling sessions are done by teachers for the students in need.

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Raiganj Surendranath Mahavidyalaya has taken significant strides towards implementing environment-friendly practices and promoting sustainability through its green protocol.

Solid Waste: To dump biodegradablewastes, e.g., leftover foods, vegetable/fruit peels, tea bags/leaves, and fallen leaves/twigs, green bins have been installed. Besides, blue bins are used to

dispose of plastic covers, cups, chocolate wrappers, and paper waste including magazines, newspapers, tetra packs, and paper plates.

Liquid Waste: Direct liquid waste generated in toilets, wash areas, and canteen is channeled to the appropriate drainage system.

Hazardous Lab Waste: Used-up and expired lab reagent bottles (glass or plastic made) are disposed of at regular intervals through an authorized vendor. Used needles, glass slides, cover glasses, cotton plugs, etc. in biohazard bins which are being separately disposed of. Biological samples are autoclaved before being discarded. Nature club and NSS unit take initiatives in achieving separate disposal management for chemical and medical wastes.

E-Waste Management: Spare parts of computers, printers, photocopiers, and other condemned electronic items are usually kept in a store room and are disposed of once in a while through a certified and authorized e-waste recycler. We prefer to either repair the non-functional items or go for the buyback option.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting
Bore well /Open well recharge Construction of tanks and bunds Waste water recycling
Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. Landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-

D. Any 1 of the above

reading software, mechanized equipment

5. Provision for enquiry and information :

Human assistance, reader, scribe, soft copies
of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Raiganj Surendranath Mahavidyalaya encourages diversity in the form of cultural, regional, national, and international amalgamation as reflected in the vibrant campus life. Students from different parts of the country join the college. Our institution believes in equality; everyone must feel welcome. Different sports and cultural activities organized inside the college promote harmony. Commemorative days like World Environment Day, Yoga Day, and many regional festivals like Saraswati Puja are celebrated in the college.

1. The students as well as the staff of our college belong to diverse linguistic, socio-economic, and regional groups.
2. Nearly 30% of the students enrolled in the 2022-23 session belong to minority communities.
3. Classes are held in both English and Bengali medium.
4. To start with the Fresher's Day celebrations, students from all departments get to showcase their unique talents.
5. The Annual programs and exhibitions held here are opportunities to bring in close juxtaposition the talents from diverse cultures. The dance dramas, musical fusions, etc. performed by students are veritable examples of seamless harmony.
6. The overarching inclusive environment here, stressing as it does the essential human nature, drowns every conceivable

difference traceable to the ethnicity of students.

7. NSS units are actively involved in aiding the socially and economically underprivileged.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

As conscious citizens of India, we value our constitution from the core of our hearts. To sensitize students as well as teaching faculty and non-teaching staff members, Raiganj Surendranath Mahavidyalaya organizes various programs in an academic year for the promotion of constitutional values, rights, duties as well as responsibilities of citizens of our nation.

Consequently, days of national solemnity and pride, i.e., Independence Day on 15th August and Republic Day on 26th January, are celebrated with pride. The importance of commemorating these events is that, through these patriotic events, students learn the value of freedom and liberty and appreciate the sacrifices laid down by the founding fathers and martyrs in building the vibrant nation of today.

1. Different cultural programs are celebrated, highlighting the constitutional spirit of liberty, fraternity, and equality and the nation's unity in all its cultural and regional diversities.
2. Many other events are organized by the NSS units of the college, e.g., blood donation camps and outreach programs in backward villages.
3. Events like Environment Day and cleanliness drives aim to teach the students about preserving the natural environment of the college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Raiganj Surendranath Mahavidyalaya believes in the significance of observing and celebrating important days, events, and festivals of national and international importance. It is an integral part of learning and building a strong cultural belief in a student. The college makes a tremendous effort to celebrate the followings in this academic year.

1. The Department of Education, in collaboration with IQAC, Raiganj Surendranath Mahavidyalaya, observed National Education Day on 11th November 2022 in the college. The

students from different departments attended the program. Resource persons talked about the significance of observing the day alongside the lecture and presentation.

2. In collaboration with IQAC, Raiganj Surendranath Mahavidyalaya, the Health Club observed the college's 8th International Yoga Day on 21st June 2022. Two expert trainers were invited as resource persons, and the students and staff practiced several yoga asanas and aerobic exercises under the guidance of the trainers. Besides practicing yoga, the resource persons delivered speeches on the utility of practicing yoga regularly.
3. In collaboration with IQAC Raiganj Surendranath Mahavidyalaya, the Health Club observed an awareness program on 25th November 2022 to prevent suicide among the youth. The college invited Dr. Banerjee, Assistant Professor of Community Medicine, and Smt. Sengupta, a Psychiatric social worker, in this event to deliver speeches on the given topics. After the seminar, an interactive session was organized.
4. In collaboration with IQAC, women cell organized a seminar on 'domestic violence and silence of subaltern women' on 20th March 2023. Smt. Rizvi and Smt. Jinat Islam delivered speeches on the given topic to stir awareness.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. Title: Sanshuddhi: Restoring the Mother Earth

Objectives: To mitigate climate change, environmental protection, energy efficiency and conservation, and transition to renewable energy

The Context: Consistent urbanization and construction works affect

the AQI

The Practice:

1. Initiatives for conservation of energy and water resources
2. Green and cleanliness drive. Sapling plantation
3. Initiatives to minimize the usage of paper in administrative work
4. Banned plastic and promoted glass and copper bottles usage
5. Biocompost pit for manure production
6. Specific waste disposal management
7. Restricted use of automobiles

Success: Better gardening, ease of administrative work, creating of clean, green and plastic-free campus, restricted usage of automobiles

Resources required: Require more funds.

2. Title: 'Srijoni: Learning through creation'

Objectives: To showcase their creative and innovative skills and to develop team spirit and collaborative mind set

The Context: Providing a platform for students to celebrate their academic and creative achievements, while also promoting a culture of innovation, collaboration, and learning within the academic community

.The Practice: Every year RSM organizes a annual exhibition in which a large number of students from Department of Bengali, English, Political Science, History, Education, Sociology, Economics, Botany, Zoology, Chemistry, Mathematics, and Physics participate to showcase a range of projects, models, and artworks that have critically been evaluated by the experts from diverse fields.

Success: 2nd prize in district level science fair and 2nd prize in debate competition

Resources required: Availability of funds and removal of

infrastructural bottlenecks together with increased students' participation will make this practice more successful

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Raiganj Surendranath Mahavidyalaya (RSM) is located in Raiganj, Uttar Dinajpur. Students of RSM are always encouraged by the teaching faculties to participate in various sports activities and expressed their skills to facilitate their overall development. The institute always supports students to participate in sports activities and increase their mental alertness, self-esteem, and confidence. The Department of Physical Education give the students a platform and trained the students to participate in Sports and games and has produced many players of district, university and national level. Students regularly participate in inter-college tournaments such as football, handball, Kabaddi, cricket and athletics. Students of N.S.S., and their program officers participated in various events. Institute has organized Government of West Bengal sponsored District Level (Uttar Dinajpur) Mock Parliament on 24 September, 2022. The students of the nearby colleges have also participated in this event.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution being affiliated to the University of Gour Banga, delivers the curriculum as per guidelines of the University and follows different steps to ensure effective curriculum delivery:

i) Annual Academic Calendar is prepared for the academic year specifying available dates for significant activities and displayed in Notice Board & college website. ii) Meeting is held in each department at the end of each semester to discuss course distribution for the next Semester. Based on the expertise of individual Teachers, syllabus is allotted to prepare a teaching plan.

iii) The institution adheres to the centrally created Master Routine for effective curriculum delivery and completion of syllabus within the stipulated period. The syllabus is distributed at the beginning of each semester and published on the students' Notice Board & College website.

iv) System of internal assessment have been followed strictly since the inception of CBCS system and the whole evaluation process has been executed in an implacable manner.

v) The institution takes initiatives to assess the learning levels of the students and organizes special programmes for both advanced and slow learners. Conventional classroom teaching is blended with use of ICT enabled tools, Audio-visual aids, power point presentations, simulation software and many electronic teaching aids, documentary films, etc.

vi) Regular classes, Tutorials and Remedial Classes, special lectures are organized along-with Seminars/Webinars and Academic Tours by various departments for the benefit of both advanced and slow learners.

vii) The College Central Library provides necessary learning resources for effective delivery of curriculum.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://rsmraiganj.in/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Annual Academic Calendar is prepared according to the University Holiday List and tentative examination tenure fixed by the University for the different Semesters, to ensure a systematic routine for curricular and extracurricular activities throughout the year organized by IQAC. The Academic Calendar provides tentative dates for the commencement of sessions, internal-tutorial and University examinations, list of holidays according to the Government of West Bengal and University Holiday List and Celebration of institution-level students-centric events round the year, like, Annual Sports Day, Annual Fest, Annual Prize Day, Celebration of "Dibash" - observing days of events of national importance, so on. Vacations and session breaks are also mentioned in the Academic Calendar, especially for the benefit of outstation candidates. it is displayed in the Student's, Professor's Notice Board & College Website. The College strives to adhere to the Academic Calendar with utmost sincerity so that students, teaching and non-teaching staff remain aware of upcoming events.

The CIE consists of class tests, internal assessments and tutorial projects. Besides the assessments of the CBCS curriculum, individual teachers take revision tests and set assignments in order to evaluate the understanding of students on the topics taught.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://rsmraiganj.in/wp-content/uploads/2024/02/RSM-Academic-Calendar-2022-23.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of

B. Any 3 of the above

the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

14

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

150

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The academic Council of Raiganj Surendranath Mahavidyalaya is responsible for integrating professional ethics, Gender and Human Values in Curriculum discourse. The curriculum also includes Environmental studies as compulsory subject for awareness about environmental sustenance. Some departments offer DC, DSE and GE courses that address these issues directly as part of the CBCS curriculum under University of Gour Banga, for example i) English: Women's Writing and Women's Empowerment, Human Values. ii) Education: Women Education, Contemporary Issues in Indian Education, Environmental Education, Peace and Value Education. iii) Economics: Economics of Health and Education, Resource and Environmental Economics, Gender and Development, Social sector and Human Development, Health Status in West Bengal, Environment and Sustainable Development. iv) History: Condition of women during Vedic Age, Marriage system, Women in Pala-Sena Period, Varna or Caste

System in Ancient India. v) Philosophy: Philosophy of Human Rights, Indian and Western Ethics, Practical Ethics, Justice and Equality, Socio-Political Philosophy, Philosophy of Practice. vi) Political Science: Gender and Politics. Human Rights, Ecology and Political Responsibility. vii) Sociology: Sociology of Environment, Gender and Society, Women in India viii) Botany: Environmental issues in courses on ecology, Plant ecology, Phytogeography and Biodiversity. ix) Chemistry: General Analytical and Environmental Chemistry, Green Chemistry

x) Physics : Renewable energy and Energy Harvesting xi) Zoology: Ecology and Conservation Biology Compulsory course on Environmental Studies (ENVS) for all Sem-I students. Also Various departments organize seminars/webinars, lectures on such topics.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

7

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

2238

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://rsmraiganj.in/wp-content/uploads/2024/02/C-1-Action-Taken-Report-2022-23.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2744

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1024

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Yes, our institution assesses the learning levels of the students. Our college advocates for a continuous evaluation process to ensure robust and transparent internal assessment. As a Part of the CBCS curriculum, each paper carries 20% weightage in internal evaluation. For ensuring continuous evaluation 40% of total internal marks are in the form of classroom attendance and the rest 60% are carried by classroom tests and centrally conducted internal examinations. For advanced learners, the college promotes the participation of the students in different state ornational-level competitions like quizzes and examinations and also financially supports the participation of such students in academic exhibitions. Additionally, such students are also motivated by felicitating the best student (gold medalist) from each department. For slow learners. the college takes special care and each department has dedicated special tutorial classes. The head of the college takes special note of the conduct and performance of the tutorial classes.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
5045	62

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Yes, our college advocates for learner-centric methods of teaching. Post covid-19 this approach became more evident with the combination of both online as well as offline modes of teaching. The teaching and learning methods include group discussion, student seminars, problem-solving through online software and tools, and project-based courses. All the science courses include experiment-based practicals for enhancing experiential learning ensuring the most effective learning experience for the students.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

All the teachers were compulsorily trained to use ICT-enabled tools for effective teaching and learning. All teachers frequently use ICT-enabled tools for effective teaching-learning processes in terms of using PowerPoint presentations, simulation software and other electronic teaching aids to ensure an effective experience for all the students. Access to the internet and computers for the staff and students ensured the sharing of information and access to different learning software, e-journals and e-books. Here in Raiganj Surendranath Mahavidyalaya, technology plays a very positive role in spreading what all the competent teachers want to share among the young learners. Online classroom experience with Google Meet, Zoom, etc. helped both the students and teachers to enhance the utility of ICT in teaching and learning. Moreover, cloud classrooms were introduced to ensure 24x7 teaching and learning experience for all the students.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://rsmraiganj.in/eclass-room/

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

62

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

22

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

15

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

299

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Our college advocates for a continuous evaluation process to ensure robust and transparent internal assessment. As a Part of the CBCS as well as the NEP-2020 curriculum, each paper carries 20% weightage in internal evaluation. For ensuring continuous evaluation 40% of total internal marks are in the form of classroom attendance and the rest 60% are carried by classroom tests and centrally conducted internal examinations. The attendance percentages are disclosed to the students before each examination, and their performance in class tests and internal examinations are disclosed and discussed with the students. The students are aware of their performances and give them the opportunity for self-evaluation. The performance of the students is centrally uploaded to the university website for common reference. This ensures a transparent system of internal evaluation.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.ugbexam.net/SemesterChoose.aspx

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The college ensures that all the students have a fair internal examination and if not then their grievances are efficiently redressed time-bound manner. In order to achieve that firstly, internal examinations are only conducted after official notifications indicating time and method of evaluation. Secondly, the students are encouraged to share their grievances through HoD with the Teacher-in-Charge or through the college grievance cell. Moreover, the marks of internal examinations of each student are shared with the Teacher-in-Charge, and the marks are uploaded centrally from the Heads office after cross-verification. Each concerned teacher is asked to keep a record for justification of the internal marks allocated to the students. Grievances are addressed by independent examination of the marks allocated and documents for justifications of marks. The Head of the college ensures that no student is unfairly treated in the internal examination. Additionally, if any student asks for reexamination, then the college approves reexamination so as to ensure fairredressal of problems related to internal evaluation.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	http://rsmraiganj.in/notice_types/examination-notice/

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Yes, both the teachers and the students are made aware of the course outcomes through the display of student performances and open results on the college website. Moreover, special achievements by the students are also displayed on the college noticeboard as well as on the college website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://rsmraiganj.in/results/
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Yes, programme outcomes are evaluated every year. Since our college offers only undergraduate courses, the college administration sets a target of course outcome in terms of pass percentage, university rank holders and percentage of students going for higher education or government jobs. Each year the performance of the pass-out students is assessed and compared with that of the previous years and remedial decisions are taken henceforth for progressive improvements in programme outcome.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

928

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://drive.google.com/drive/folders/17Wom1qJb61qEUkhG4NokJQmzaHLix_d?usp=drive_link

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://rsmraiganj.in/wp-content/uploads/2024/02/RSM_SSS_2022-23.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

Nil

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

NIL

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

2

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

2

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

4

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

In 2022-2023 many extension activity related programmes (viz. blood donation, workshop programme, Health awareness programme, Swacch Bharat Campaign, Student counselling programme) have been organized in collaboration with Govt. Hospital, CMOH department, RICE e.t.c. Many students from the college actively participated in such programmes and aslo benifited from such intiative. In future we are trying to collaborate with many other Govt. as well asnon Govt. educational institutes, NGOs to fulfill various trajectory so that students from our institute and surrounding institutes get benifited holistically.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

7

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

266

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

NIL

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Raiganj Surendranath Mahavidyalaya is steadfast in ensuring the availability and optimal utilization of its physical infrastructure, closely aligned with its overarching vision. The institution strategically plans for classroom, laboratory, furniture, and equipment needs, taking a proactive stance towards infrastructure development. To promote efficiency, the

management conducts workshops, awareness programs, and training sessions for faculty, ensuring they are well-versed in utilizing new technologies.

The institution goes beyond conventional boundaries by encouraging innovative teaching and learning practices, fostering a dynamic educational environment. The physical infrastructure isn't confined to regular college hours; it serves as a hub for co-curricular and extracurricular activities, parent-teacher meetings, training classes, seminars, conferences, and more. Additionally, Raiganj Surendranath Mahavidyalaya plays a pivotal role as an examination center for government and university examinations, including SET, SSC, TET, JBNSTS. This comprehensive approach underscores the institution's commitment to multifaceted and effective utilization of its infrastructure to nurture competent, globally-ready students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Raiganj Surendranath Mahavidyalaya demonstrates a robust commitment to fostering a holistic educational experience by providing ample facilities for cultural and sports activities. The institution boasts well-equipped spaces for indoor and outdoor games, exemplifying its dedication to nurturing students' talents. The college's commitment is evident through facilities for coaching in various sports, hosting tournaments, and organizing vibrant cultural events.

A spacious sports ground facilitates regular training and events for athletics, including shot put, disc throw, javelin throw, high and long jump, as well as group sports like cricket, football, and volleyball. Additionally, indoor games such as carom and chess find a dedicated space within the college. A qualified physical education teacher guides students in diverse sports, motivating them to participate in inter-collegiate and university-level tournaments. The presence of well-organized NSS groups further enhances the college's

holistic development initiatives, and facilities like a sports room and storage contribute to the proper maintenance of sports equipment. Raiganj Surendranath Mahavidyalaya thus provides a dynamic environment where students can actively engage in both cultural and sports pursuits.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

5

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

.55

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

****Library Automation:****

- Automated using Integrated Library Management System (ILMS)
- ILMS Software: SOUL
- Nature of Automation: Partially
- Version: 2.0
- Year of Automation: 2005

****Library Services:****

- Textbooks, E-books, E-Journals, Journals
- Semi-automation for certain services

****Library Usage:****

- Number of teachers and students using the library per day:
110

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

D. Any 1 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

.89

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

110

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Raiganj Surendranath Mahavidyalaya consistently prioritizes the enhancement of its IT facilities, particularly Wi-Fi infrastructure, to provide a modern and efficient learning environment. Regular updates are conducted to ensure the seamless functionality and accessibility of the Wi-Fi network across the campus. The institution allocates resources from its development fund to facilitate these updates, emphasizing the importance of staying technologically current.

The IT department plays a pivotal role in overseeing these updates, conducting assessments, and implementing necessary improvements. By embracing the latest technological advancements, the institution aims to meet the evolving needs of students and faculty, fostering a dynamic and connected educational experience. The commitment to updating IT facilities, including Wi-Fi, underscores Raiganj Surendranath Mahavidyalaya's dedication to providing a cutting-edge and digitally-enabled educational atmosphere for its academic community.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

59

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS
File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)	
4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)	
1.45	
File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	
Raiganj Surendranath Mahavidyalaya demonstrates a commitment to financial responsibility and effective facility management. A dedicated committee regularly assesses and addresses maintenance needs for physical infrastructure, making decisions through resolutions to enhance the academic environment. The library follows structured procedures for acquiring materials, with department heads and faculty input, ensuring accountability through the HOI and purchase committee's approval. The library maintains visitor records and encourages students to uphold cleanliness and quietness, following standardized borrowing and returning processes.	

Laboratories prioritize cleanliness and waste disposal, with attendants and students managing these aspects while maintaining detailed records for chemicals and equipment. The sports committee oversees equipment maintenance, requiring HOI approval for purchases. Classrooms benefit from the institute development fund, focusing on furniture, electrical equipment, and overall cleanliness. Cleaning staff ensures tidiness across classrooms, corridors, toilets, and the campus. Regular maintenance and appropriate disposal of non-repairable digital devices showcase the institute's dedication to providing an optimal learning environment for students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

4308

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by

the institution / non- government agencies during the year	
0	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
400	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
400	
File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

<p>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</p>	<p>C. Any 2 of the above</p>
--	-------------------------------------

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

385

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	View File
Details of student progression to higher education	No File Uploaded

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

05

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

05

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

This report aims to shed light on the 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. They represent themselves through the decision making process, academic policies, extracurricular activities and student welfare initiatives. The Student Council acts as a mediator between students and the administration, addressing grievances, concerns, and suggestions to ensure a conducive learning environment. 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. 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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

06

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Raiganj Surendranath Mahavidyalaya strives for national and global recognition across three vital dimensions: (1) nurturing leaders in education, the arts, and self-management, (2) catalyzing positive transformations in humanities and social science scholarship, and (3) unwaveringly upholding values like access, excellence, service, equity, justice, student engagement, accountability, citizenship, and collaboration. Our commitment extends to fostering solidarity through life-oriented and value-based education, embracing the diverse religious and cultural fabric of the nation. Educators and students collaboratively work to shape intellectually adept, morally upright, socially dedicated, and spiritually inspired citizens for a compassionate social order. The primary goal is to cultivate socially committed and values-driven alumni contributing significantly to the institution's growth. A substantial portion of our alumni actively engages in higher institutions, providing essential services and playing a pivotal role in supporting the college across various fields. Raiganj Surendranath Mahavidyalaya's vision transcends traditional boundaries, emphasizing academic excellence and holistic development, with alumni actively shaping a brighter future for the institution and society.

File Description	Documents
Paste link for additional information	https://rsmraiganj.in/message-from-the-tic/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institute practices decentralization and participatory management in collaboration with the College Governing Body. Various committees oversee academic and administrative functions, involving teaching staff, non-teaching staff, and alumni in decision-making. Decisions on college expansion, infrastructure, new courses, and funding allocation are democratically made. The Head of the institution consults stakeholders, mobilizes finances, and makes informed choices before implementing significant initiatives. For efficient operations, the college follows standard procedures and has established committees like the Purchase Committee. This committee, consisting of the HOI (Head of the institution), Senior Teachers, and non-teaching staff ensures transparency. Purchase requirements are communicated to the committee, and if below Rs. 50,000.00 vendors submit bids. Quotations are discussed openly, considering reputations, prices, and product quality. Orders are placed promptly, and tender notices are issued if necessary, involving teachers, administrative staff. The Library Committee, comprising the HOI, IQAC Coordinator, teacher representatives and library staff ensures fair distribution of funds for book purchases across departments. HODs submit book requisitions, and student input is considered. A participatory management approach ensures effective use of funds and meets all departmental demands.

File Description	Documents
Paste link for additional information	https://rsmraiganj.in/wp-content/uploads/2023/07/GOVERNING-BODY-3.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Raiganj Surendranath Mahavidhyalaya, a government aided institution in West Bengal, adheres to the Department of Higher Education's policies. With a strategic perspective plan, the college focuses on academic excellence, following CBCS for lesson plans, conducting annual Parents-Teachers Meets, and promoting research among faculty. It prioritizes a well-equipped computer lab, ICT-enabled class rooms, and student participation in NSS and social activities. A feedback response system is in place. Resource allocation is proactive, emphasizing student welfare. The organizational structure ensures efficient decision-making, with the Governing Body overseeing policy development. The SDO, Raiganj, provides administrative guidance, and HOI contributes to institution-wide decisions. Various committees, including executive, academic, admission, and finance, play pivotal roles. The HOI, supported by both teaching and non-teaching staff, manages administrative operations, and academic matters involve input from Academics, Faculty, department heads, Coordinators, special officers, culminating in approval by the academic council and Governing Body.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Raiganj Surendranath Mahavidhyalaya has meticulously designed its organizational framework to facilitate effective decision-making. The Governing Body, led by the SDO, Raiganj, serves as the linchpin, guiding institutional officials without undue interference. The HOI plays a pivotal role in steering decisions for various activities. Statutory bodies like the executive, academic, admission, and finance committees, along with faculties and departmental councils, collectively shape the institution's strategic direction. The HOI operates within a supervisory framework, ensuring seamless administrative functioning. Committees, involving both teaching and non-

teaching staff, collaborate to provide recommendations on administrative and academic matters, fostering adaptability. Academic matters involve collaborative efforts from Academics, Faculty, Heads of Departments, Coordinators, and special officers. The Academic Council finalizes academic decisions, gaining approval from the Governing Body. This collaborative and consultative approach upholds academic integrity and aligns decisions with the institution's broader vision, reflecting its commitment to excellence.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

Raiganj Surendranath Mahavidhyalaya prioritizes the well-being of its teaching and non-teaching staff by providing extensive welfare measures. This includes participation in schemes like the GPF-cum-Gratuity-cum-Pension Scheme or National Pension Scheme, Co-operative Society, and the Medical Reimbursement-cum-Health Scheme (Govt. of West Bengal) with a minimal fee. The

institution ensures compliance with statutory social security and welfare benefits, encompassing LTC, maternity benefits, and childcare in line with MHRD/UGC regulations. The institution actively fosters the professional growth of its staff, encouraging them to pursue higher education and engage in training programs, seminars, symposiums, conferences, and workshops at both national and international levels. Financial assistance is not a barrier, and duty leave is granted to facilitate such endeavors. In the past academic year, the institution demonstrated exceptional support for faculty research programs, resulting in the successful completion of PhDs for two teachers. Additionally, some faculty members were granted permission to participate in various in-house or external training, development workshops, career advancement programs, and other activities to enhance their skills and knowledge for furthering their careers.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

4

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution is dedicated to excellence in teaching,

learning, and research, employing a comprehensive performance appraisal system for both teaching and non-teaching staff. This system strategically links staff performance to the institute's goals. To ensure fairness, a transparent self-assessment framework is in place, incorporating diverse evaluation indicators. The PBAS proforma is a crucial tool for assessing teaching staff, aligning with UGC regulations. API scores, integral to this proforma, determine eligibility for the Career Advancement Scheme promotion. This systematic approach ensures standardized assessment of teaching staff, fostering a culture of continuous improvement. The performance appraisal system dynamically gauges individual contributions, steering the institute toward its objectives. Through this structured approach, the institution aims to uphold and elevate education and research standards in accordance with contemporary benchmarks and regulatory guidelines, demonstrating a commitment to ongoing professional development and excellence.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The College maintains accounts systematically. In our College statutory audit was not held. All the papers are ready for internal audit. In last week of April 2023, AG audit was held and we submitted all documents.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers

during the year (INR in Lakhs)

100000

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Raiganj Srendranath Mahavidyalaya's fiscal decisions, including the efficient use of funds, lie within the purview of the purchase committee. Additionally, a financial committee is currently in the process of establishment, poised to oversee the strategic mobilization and optimal utilization of resources. This committee's primary responsibility is to devise institutional strategies that align with prudent financial practices. By doing so, they aim to ensure judicious allocation of funds for various endeavors. The intricate interplay between these committees reflects the institution's commitment to sound financial governance, emphasizing both transparency and accountability. Through these measures, Raiganj Srendranath Mahavidyalaya endeavors to foster a climate where funds are not only mobilized strategically but are also utilized with utmost efficiency, ultimately contributing to the institution's sustained growth and development.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC at our college has played a crucial role in

institutionalizing effective quality assurance strategies and processes. Its primary objective is to enhance and uphold educational quality by exploring innovative approaches to use teaching aids, establishing necessary infrastructure, and recommending new courses. Internally, the IQAC functions as a highly efficient coordinating and monitoring system, responsible for maintaining and enhancing overall quality within the institution. It convenes quarterly meetings to plan, direct, administer, and assess the college's teaching, research, and publication activities. The IQAC ensures the implementation of its guidelines through subcommittees overseeing various activities and departments, providing valuable input. By undertaking quality improvement projects and promoting best practices, the IQAC aims to foster a culture of quality throughout the institution.

File Description	Documents
Paste link for additional information	https://rsmraiganj.in/iqac-document/
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution regularly evaluates its teaching-learning processes, structures, and methodologies through the IQAC, noting incremental improvements. Key efforts, institutionalized for enhanced quality, include strategic planning, responsibilities allocation, and monitoring various aspects such as academic results, student training, soft skills development, placement support, faculty development, and research. Academic and administrative activities undergo regular inspections to ensure quality standards, focusing on good practices, error correction, resource reviews, innovative methods deployment, and faculty self-improvement. Since the establishment of the IQAC, the college has prioritized delivering high-quality education and fostering a quality culture among students and faculty. The IQAC has played a pivotal role in institutionalizing quality assurance systems, introducing outcome-based learning in each program, conducting aptitude and soft skill classes, creating a Research and Development cell, organizing impactful activities like seminars and webinars, implementing ICT tools for teaching, establishing

an effective Mentor-mentee process, and submitting the Annual Quality Assurance Report (AQAR) to the NAAC annually. Additionally, efforts are directed towards eradicating ragging, promoting student discipline, and operating a grievance redressal cell.

File Description	Documents
Paste link for additional information	https://rsmraiganj.in/iqac-document/
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://rsmraiganj.in/iqac-document/
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Raiganj Surendranath Mahavidyalaya possesses a privileged right to ensure women empowerment through gender equality. Our college organizes several training programs, seminars,

workshops, etc., on gender equality and sensitization. Guest speakers from prominent fields are invited to speak on the given topic, highlighting the importance and contribution of women in society. Equal opportunities are provided to all individuals irrespective of gender, race, caste, color, creed, language, religion, political or another opinion, national or social origin, property, birth, or another status. In addition to these, Women's Day is also celebrated every year. The Institute has taken several measures to enhance safety & security on campuses by installing CCTV cameras & providing 24 hours *7 days security. Women attendants are also available on the Institute's premises to ensure women's safety and care. The Institute has also ensured gender equality in the representation of women in top positions of various institutional committees. The Institute has several female faculty members who regularly provide counseling sessions to students. •Grievance Redressal Committees for staff and students • Common rooms have been allocated, which also facilitate meetings and discussions. Awareness campaigns on women safety and gender sensitivity through street plays by Department of Education.

File Description	Documents
Annual gender sensitization action plan	<p><u>Encourage women students and faculty members to start their startups and thus encourage women entrepreneurship.</u> <u>Organize more seminars and workshops for students on gender equality and introducing a standard of gender sensitive language in curricula.</u></p>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<p><u>Sufficient number of CCTVs have been installed in every corner of the college for proper supervision. Regular maintenance of the facility is emphasized upon. Sick rooms are present in the college building. Separate common rooms for students and teachers are present with all basic facilities. Regular counselling sessions are done by teachers for the students in need.</u></p>

7.1.2 - The Institution has facilities for alternate sources of energy and energy

C. Any 2 of the above

conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Raiganj Surendranath Mahavidyalaya has taken significant strides towards implementing environment-friendly practices and promoting sustainability through its green protocol.

Solid Waste: To dump biodegradable wastes, e.g., leftover foods, vegetable/fruit peels, tea bags/leaves, and fallen leaves/twigs, green bins have been installed. Besides, blue bins are used to dispose of plastic covers, cups, chocolate wrappers, and paper waste including magazines, newspapers, tetra packs, and paper plates.

Liquid Waste: Direct liquid waste generated in toilets, wash areas, and canteen is channeled to the appropriate drainage system.

Hazardous Lab Waste: Used-up and expired lab reagent bottles (glass or plastic made) are disposed of at regular intervals through an authorized vendor. Used needles, glass slides, cover glasses, cotton plugs, etc. in biohazard bins which are being separately disposed of. Biological samples are autoclaved before being discarded. Nature club and NSS unit take initiatives in achieving separate disposal management for chemical and medical wastes.

E-Waste Management: Spare parts of computers, printers, photocopiers, and other condemned electronic items are usually kept in a store room and are disposed of once in a while through a certified and authorized e-waste recycler. We prefer to either repair the non-functional items or go for the buyback option.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and

D. Any 1 of the above

energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e.,

tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Raiganj Surendranath Mahavidyalaya encourages diversity in the form of cultural, regional, national, and international amalgamation as reflected in the vibrant campus life. Students from different parts of the country join the college. Our institution believes in equality; everyone must feel welcome. Different sports and cultural activities organized inside the college promote harmony. Commemorative days like World Environment Day, Yoga Day, and many regional festivals like Saraswati Puja are celebrated in the college.

1. The students as well as the staff of our college belong to diverse linguistic, socio-economic, and regional groups.
2. Nearly 30% of the students enrolled in the 2022-23 session belong to minority communities.
3. Classes are held in both English and Bengali medium.
4. To start with the Fresher's Day celebrations, students from all departments get to showcase their unique talents.
5. The Annual programs and exhibitions held here are opportunities to bring in close juxtaposition the talents from diverse cultures. The dance dramas, musical fusions, etc. performed by students are veritable examples of seamless harmony.
6. The overarching inclusive environment here, stressing as it does the essential human nature, drowns every conceivable difference traceable to the ethnicity of students.
7. NSS units are actively involved in aiding the socially and economically underprivileged.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

As conscious citizens of India, we value our constitution from the core of our hearts. To sensitize students as well as teaching faculty and non-teaching staff members, Raiganj Surendranath Mahavidyalaya organizes various programs in an academic year for the promotion of constitutional values, rights, duties as well as responsibilities of citizens of our nation.

Consequently, days of national solemnity and pride, i.e., Independence Day on 15th August and Republic Day on 26th January, are celebrated with pride. The importance of commemorating these events is that, through these patriotic events, students learn the value of freedom and liberty and appreciate the sacrifices laid down by the founding fathers and martyrs in building the vibrant nation of today.

1. Different cultural programs are celebrated, highlighting the constitutional spirit of liberty, fraternity, and equality and the nation's unity in all its cultural and regional diversities.
2. Many other events are organized by the NSS units of the college, e.g., blood donation camps and outreach programs in backward villages.
3. Events like Environment Day and cleanliness drives aim to teach the students about preserving the natural environment of the college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students,

B. Any 3 of the above

teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Raiganj Surendranath Mahavidyalaya believes in the significance of observing and celebrating important days, events, and festivals of national and international importance. It is an integral part of learning and building a strong cultural belief in a student. The college makes a tremendous effort to celebrate the followings in this academic year.

1. The Department of Education, in collaboration with IQAC, Raiganj Surendranath Mahavidyalaya, observed National Education Day on 11th November 2022 in the college. The students from different departments attended the program. Resource persons talked about the significance of observing the day alongside the lecture and presentation.
2. In collaboration with IQAC, Raiganj Surendranath Mahavidyalaya, the Health Club observed the college's 8th International Yoga Day on 21st June 2022. Two expert trainers were invited as resource persons, and the students and staff practiced several yoga asanas and aerobic exercises under the guidance of the trainers. Besides practicing yoga, the resource persons delivered speeches on the utility of practicing yoga regularly.
3. In collaboration with IQAC Raiganj Surendranath Mahavidyalaya, the Health Club observed an awareness program on 25th November 2022 to prevent suicide among the youth. The college invited Dr. Banerjee, Assistant Professor of Community Medicine, and Smt. Sengupta, a

Psychiatric social worker, in this event to deliver speeches on the given topics. After the seminar, an interactive session was organized.

4. In collaboration with IQAC, women cell organized a seminar on 'domestic violence and silence of subaltern women' on 20th March 2023. Smt. Rizvi and Smt. Jinat Islam delivered speeches on the given topic to stir awareness.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. Title: Sanshuddhi: Restoring the Mother Earth

Objectives: To mitigate climate change, environmental protection, energy efficiency and conservation, and transition to renewable energy

The Context: Consistent urbanization and construction works affect the AQI

The Practice:

1. Initiatives for conservation of energy and water resources
2. Green and cleanliness drive. Sapling plantation
3. Initiatives to minimize the usage of paper in administrative work
4. Banned plastic and promoted glass and copper bottles usage
5. Biocompost pit for manure production

6. Specific waste disposal management**7. Restricted use of automobiles**

Success: Better gardening, ease of administrative work, creating of clean, green and plastic-free campus, restricted usage of automobiles

Resources required: Require more funds.

2. Title: 'Srijoni: Learning through creation'

Objectives: To showcase their creative and innovative skills and to develop team spirit and collaborative mind set

The Context: Providing a platform for students to celebrate their academic and creative achievements, while also promoting a culture of innovation, collaboration, and learning within the academic community

.The Practice: Every year RSM organizes a annual exhibition in which a large number of students from Department of Bengali, English, Political Science, History, Education, Sociology, Economics, Botany, Zoology, Chemistry, Mathematics, and Physics participate to showcase a range of projects, models, and artworks that have critically been evaluated by the experts from diverse fields.

Success: 2nd prize in district level science fair and 2nd prize in debate competition

Resources required: Availability of funds and removal of infrastructural bottlenecks together with increased students' participation will make this practice more successful

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Raiganj Surendranath Mahavidyalaya (RSM) is located in Raiganj,

Uttar Dinajpur. Students of RSM are always encouraged by the teaching faculties to participate in various sports activities and expressed their skills to facilitate their overall development. The institute always supports students to participate in sports activities and increase their mental alertness, self-esteem, and confidence. The Department of Physical Education give the students a platform and trained the students to participate in Sports and games and has produced many players of district, university and national level. Students regularly participate in inter-college tournaments such as football, handball, Kabaddi, cricket and athletics. Students of N.S.S., and their program officers participated in various events. Institute has organized Government of West Bengal sponsored District Level (Uttar Dinajpur) Mock Parliament on 24 September, 2022. The students of the nearby colleges have also participated in this event.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- The institute has planning to construct a special toilet block, ramps for disabled students.
- To organize vocational training for the local tribal community – particularly women. This will be arranged in collaboration with NGOs.
- Resource generation by utilizing unused spaces or infrastructure of the college. Following NEP guidelines, we will encourage our students to take up online examinations.
- To enhance the academic atmosphere of our institution, we will in future organize national and international conferences. We will undertake initiatives to identify slow learners and design specific programs and will organize regular health check-up camps for all stakeholders. Recognizing that water resource management is a top environmental priority, we wish to introduce an efficient system of rainwater harvesting and ground water recharging.
- New courses will be introduced.
- To maintain and spread harmony, Gender equity, Institutional Social Responsibility, especially community

engagement, and environmental social responsibility RSM will conduct more conferences, seminars, workshops for all the students. Special care is to be taken in the field of climate change and environmental sustainability.

- Institute will enhance the teaching-learning environment by facilitating ICT-based systems to achieve a better NIRF Ranking.
- To increase and promote digital Content in the form of Video Lectures, Animated videos.