



## YEARLY STATUS REPORT - 2021-2022

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	<b>RAJA RAMMOHUN ROY MAHAVIDYALAYA</b>
• Name of the Head of the institution	<b>DR DIPAK BHARGAVA</b>
• Designation	<b>PRINCIPAL</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>03211266221</b>
• Mobile No:	<b>7029680472</b>
• Registered e-mail	<b>principal.rrrm@gmail.com</b>
• Alternate e-mail	<b>iqac.rrrm@gmail.com</b>
• Address	<b>Village- Radhanagar, Post - Nangulpara</b>
• City/Town	<b>District-Hooghly</b>
• State/UT	<b>West Bengal</b>
• Pin Code	<b>712406</b>
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	<b>AFFILIATED</b>
• Type of Institution	<b>Co-education</b>
• Location	<b>Rural</b>

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	THE UNIVERSITY OF BURDWAN				
• Name of the IQAC Coordinator	DR. SHRABANTI BANERJEE				
• Phone No.	03211266221				
• Alternate phone No.	03211267061				
• Mobile	7029680472				
• IQAC e-mail address	iqac.rrrm@gmail.com				
• Alternate e-mail address	principal.rrrm@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://www.rrrmahavidyalaya.edu.in/uploads/AQAR-%202020-21_FINAL.pdf">https://www.rrrmahavidyalaya.edu.in/uploads/AQAR-%202020-21_FINAL.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.rrrmahavidyalaya.edu.in/uploads/Academic%20Calendar%202021-22.pdf">https://www.rrrmahavidyalaya.edu.in/uploads/Academic%20Calendar%202021-22.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	INSTITUTIONAL SCORE - 77.30	2007	31/03/2007	30/03/2012
Cycle 2	B	2.23	2016	05/11/2016	04/11/2021
<b>6.Date of Establishment of IQAC</b>			25/05/2007		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	NIL	
<b>8.Whether composition of IQAC as per latest</b>			Yes		

<b>NAAC guidelines</b>		
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>	
<b>9.No. of IQAC meetings held during the year</b>	01	
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	Yes	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>1. Due to the catastrophic COVID-19, maximum part of the academic session was under lockdown. Therefore, the following procedures have been made sure to preserve the high standard of academic and administrative operations. The staff's and learners' hygiene and health have been given high importance. Online classes were conducted during the year in accordance with the academic schedule. Relevant study materials were uploaded in academic resource bank for the easy access of the students. 2. Internal assessment and end semester examinations were duly held through online mode following the schedule. Evaluation of scripts and uploading of marks were properly done under the supervision of the IQAC. 3. A number of faculty members underwent Short Term Course, Faculty Development Program, Refresher course, Orientation program etc during the present year. 4. IQAC had taken the initiative for the Preparation of reports for AISHE, NIRF &amp; NAAC. 5. IQAC took the initiative of conducting the self defense certificate courses in Karate for the students especially female students</p>		
<b>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</b>		

Plan of Action	Achievements/Outcomes
To celebrate different programmes on the occasion of Azadi Ka Amrit Mahotsav	Celebrated with success
Incremental & CAS benefits for staff members	Necessary papers submitted with the competent authority and successfully completed.
Infrastructural Maintenance & Augmentation	Maintenance of Building done & Three new classrooms have been constructed
Allotment of sufficient online classes	successfully done with SACT and full-time teachers
COVID -19 Vaccination Programme in cooperation with the Government authorities	Successfully done
Special Lecture on various topics	Successfully conducted

<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
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- Name of the statutory body

Name	Date of meeting(s)
GOVERNING BODY	10/04/2023

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2021-22	18/01/2023

**15. Multidisciplinary / interdisciplinary**

Raja Rammohun Roy Mahavidyalaya embraces a multidisciplinary approach to education. This approach integrates various fields of study and disciplines, ensuring a well-rounded educational experience for our students. As an affiliated institution of The University of Burdwan, we adhere to the course structure and pedagogical guidelines established by the parent university, which

align with the Choice Based Credit System and UGC regulations. Our college is committed to effectively implementing interdisciplinary and multidisciplinary education, equipping our students with essential skills for the twenty-first century. We commend the educational reforms introduced by NEP 2020 and plan to incorporate a multidisciplinary/interdisciplinary framework in our curriculum in the near future. Additionally, the college is preparing to launch interdisciplinary courses aimed at fostering the holistic development of students. We also intend to introduce short-term and vocational programs while assessing the local community to identify potential employment opportunities.

#### **16.Academic bank of credits (ABC):**

The creation of the Academic Bank of Credit (ABC) is a key component of the National Education Policy 2020 (NEP 2020). Within a specified timeframe, the ABC will allow students enrolled in undergraduate and graduate programs to temporarily leave their studies and subsequently return. Throughout their academic journey, the Academic Bank of Credits will accumulate credits awarded by accredited higher education institutions for completed courses into the student's academic bank account. The college is currently seeking approval from the affiliated university to initiate the Academic Bank of Credits. The institution is proactively working to ensure that rural and tribal students can benefit from these resources by introducing registered skill-based and vocational courses, along with other credit-bearing courses in collaboration with partner universities.

#### **17.Skill development:**

To achieve self-sufficiency for our nation, the New Education Policy 2020 prioritizes the holistic development of the youth, with a particular focus on skill enhancement. The institution aims to bolster the capabilities of young individuals and students from rural backgrounds by providing practical courses tailored to local demands. NEP 2020 underscores the significance of vocational training and skill acquisition alongside conventional academic education. This strategy is designed to prepare students with practical competencies that are essential in the job market. To support skill-oriented programs, the college plans to collaborate with businesses, non-governmental organizations, and sponsoring entities.

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

Incorporating Indian Knowledge Systems into the educational framework allows us to: - Safeguard and celebrate India's cultural

heritage - Offer education that is relevant to our cultural context - Encourage inclusivity and diversity - Cultivate well-rounded and holistic individuals - Strengthen India's role in the global knowledge landscape. This integration can be realized through a gradual and inclusive approach that honors various perspectives and encourages critical thinking. By offering Modern Indian Languages (MIL) and essential courses aligned with the Choice Based Credit System (CBCS) established by the parent institution, the college effectively facilitates the integration of the Indian knowledge system.

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

Raja Rammohun Roy Mahavidyalaya is dedicated to the adoption of Outcome-Based Education (OBE) to improve educational quality and ensure that students meet their intended learning outcomes. The objectives of OBE include: 1. Cultivating critical thinking, problem-solving, and communication abilities among students. 2. Augmenting students' knowledge and proficiency in their respective subjects. 3. Promoting research-driven and innovative thought processes. The strategies for implementation consist of: 1. Redesigning the curriculum to emphasize learning outcomes. 2. Conducting faculty development initiatives to facilitate effective OBE execution. 3. Establishing regular assessment and feedback systems. The anticipated outcomes are: 1. Enhanced student performance and increased pass rates. 2. Improved employability and entrepreneurial capabilities. 3. A rise in research publications and projects. The challenges ahead and future plans include: 1. Ongoing faculty training and evaluation. 2. Development of infrastructure to support effective OBE practices. 3. Building partnerships with industries and institutions to create internship and placement opportunities.

#### **20.Distance education/online education:**

Throughout the COVID-19 pandemic, all faculty members at our college transitioned to conducting classes online via platforms such as Google Meet and Zoom to ensure the timely completion of the course curriculum. This period significantly expedited the integration of online education, fundamentally altering our teaching and learning methodologies. As we progress, it is crucial to leverage the insights gained during this time and strive to enhance online education, making it more effective, inclusive, and sustainable.

### **Extended Profile**

#### **1.Programme**

1.1

32

Number of courses offered by the institution across all programs during the year		
<b>File Description</b>	<b>Documents</b>	
Data Template	<a href="#">View File</a>	
<b>2.Student</b>		
2.1		<b>3027</b>
Number of students during the year		
<b>File Description</b>	<b>Documents</b>	
Data Template	<a href="#">View File</a>	
2.2		<b>966</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
<b>File Description</b>	<b>Documents</b>	
Data Template	<a href="#">View File</a>	
2.3		<b>727</b>
Number of outgoing/ final year students during the year		
<b>File Description</b>	<b>Documents</b>	
Data Template	<a href="#">View File</a>	
<b>3.Academic</b>		
3.1		<b>65</b>
Number of full time teachers during the year		
<b>File Description</b>	<b>Documents</b>	
Data Template	<a href="#">View File</a>	
3.2		<b>75</b>
Number of Sanctioned posts during the year		

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	44
4.2 Total expenditure excluding salary during the year (INR in lakhs)	26.88824
4.3 Total number of computers on campus for academic purposes	28

## 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

Our institution is affiliated with The University of Burdwanan. An academic calendar is developed at the beginning of each academic year, adhering to the curriculum and examination framework established by the University.

A centralized schedule is also created. Each department formulates its own departmental schedules in accordance with the centralized college timetable.

Following departmental meetings, each department allocates its specific curriculum among its faculty members.

Students enrolled in various subjects obtain their necessary textbooks from our well-resourced, partially automated library.

Certain departments incorporate fieldwork, educational excursions, and survey programs as part of their curriculum.

For practical-based subjects, practical classes are conducted under the supervision of faculty members, allowing students to perform experiments independently. Additionally, to enhance understanding of theoretical concepts, some practical demonstrations that are not



included in the syllabus are also provided.

Each department maintains a dedicated WhatsApp group for students, facilitating the resolution of various queries they may have.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.rrrmahavidyalaya.edu.in/uploads/Programme%20Outcome%202021-22.pdf">https://www.rrrmahavidyalaya.edu.in/uploads/Programme%20Outcome%202021-22.pdf</a>

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

Our institution diligently adheres to the continuous internal evaluation system established by The University of Burdwan, with which we are affiliated. This evaluation process encompasses various components, including class performance, brief written assessments, Viva Voce, and home assignments. We strictly follow the academic calendar for Continuous Internal Evaluation (CIE) for each semester. Under the Choice Based Credit System (CBCS), each subject is assigned a total of 75 marks, while the Skill Enhancement Course (SEC) carries a total of 50 marks, with one-third of the overall marks allocated to continuous internal evaluation. Additionally, one-fifth of the total marks for continuous internal evaluation is designated for student attendance, highlighting the importance we place on regular attendance. Should any student fall short of the required attendance, their guardians are promptly notified. Furthermore, we implement supportive measures for students who may not be adequately prepared based on their performance.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://www.rrrmahavidyalaya.edu.in/uploads/Academic%20Calendar%202021-22.pdf">https://www.rrrmahavidyalaya.edu.in/uploads/Academic%20Calendar%202021-22.pdf</a>

**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 following academic bodies during the year.**

C. Any 2 of the above

**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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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

19

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

0

**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	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**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 college is affiliated with The University of Burdwan, and as such, we adhere to the syllabus established by the affiliating institution. The college offers a variety of courses designed by the University, some of which focus on developing professional skills, while others aim to cultivate general competencies, including social and ethical values, human values, and environmental awareness. This comprehensive approach ultimately fosters the holistic development of our students. Gender-related issues are integrated into the undergraduate curriculum for subjects such as English, Education, Bengali, Political Science, History, Economics, and Philosophy.

Recent topics concerning the environment and sustainable development are addressed within the courses offered in Botany, Geography, Zoology, Economics, and Chemistry. Environmental Studies is a component of the curriculum created by our affiliating University, The University of Burdwan, for students pursuing degree programs.

Additionally, our National Cadet Corps (NCC) and National Service Scheme (NSS) actively engage in commemorating various observance days, thereby promoting the significance of ethics and values in personal, social, and professional contexts. Our students demonstrate a strong awareness of their responsibilities and professional ethics. Furthermore, the college administration has not reported any significant issues related to ragging or harassment.

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	<a href="#">View File</a>

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

5

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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)	<a href="#">View File</a>

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

0

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

E. None of the above

from the following stakeholders Students  
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
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	<a href="#">View File</a>
URL for feedback report	<a href="https://www.rrrmahavidyalaya.edu.in/uploads/21-22%20Student%20feedback%20final%20file.pdf">https://www.rrrmahavidyalaya.edu.in/uploads/21-22%20Student%20feedback%20final%20file.pdf</a>

## 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

2144

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**

500

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**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

Immediately after admission the students will meet with the respective faculty members of their department for the informal interaction which help us to know their social and academic background also. Initial level learning skills of the students is determined on the basis of their class responses and small level evaluation. The real level identification of learners as slow and advanced learner is based on their internal assessment and afterwards as a measure of follow up actions the faculty members put their rigorous effort. As a part of their rigorous effort for the slow and advanced learners our faculty members of the college take up the following measures:

- • Each and every faculty members assist the slow learners through proper counseling.
- • To increase the learning ability of the slow learners they had been paired up with some good performers.
- • Each and individual faculty members of the department to help the slow learners give them the support of extra class outside the normal routine.
- • Our faculty members encourage the advanced learners by promoting them to participate in students seminar, assignments and peer group discussions.

File Description	Documents
Link for additional Information	<a href="#">NIL</a>
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
3027	65

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

As an affiliated institution of The University of Burdwan, we adhere to its sanctioned curriculum. To promote the comprehensive development of our students, the curriculum incorporates experiential learning, participatory learning, and a problem-solving methodology. In addition, for a college situated in a rural environment, the teaching-learning approach is a primary objective and a significant factor for our institution.

#### Experiential Learning and Problem-Solving Methodology:

In the fields of Humanities and Science, students are engaged in excursions and field trips. Practical classes are mandated within the curriculum for science subjects. To enhance comprehension of theoretical concepts in disciplines such as Physics and Computer Science, students are encouraged to utilize simulation and mathematical tools. Furthermore, students from various departments receive assignments at the conclusion of each semester.

#### Participatory Approach:

In a rural college setting like ours, the collaboration between faculty members and students is particularly beneficial. The departments host student-centered seminars designed to foster critical thinking skills. This collaboration enables students to tackle complex problems through thorough analysis.

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

The significance of ICT-enabled tools has become essential for sustaining the teaching and learning process. During the COVID-19 pandemic, the necessity of utilizing these tools has increased significantly. For a rural college such as ours, traditional teaching methods are effectively enhanced by ICT-enabled tools. The college is highly supportive of its students and, despite limited resources, provides various ICT-enabled tools to facilitate effective learning. The college's resources include access to computers and high-speed internet. To enhance the teaching and learning experience, faculty members integrate ICT-enabled tools with traditional teaching methodologies. Tools such as PowerPoint presentations and YouTube videos are employed for course content delivery. The ICT-enabled teaching and learning process is further supported by library access, the use of projectors, and availability of non-print materials for students across different subjects. Each department has access to Wi-Fi, and several classrooms are equipped with ICT-enabled tools. Additionally, there are department-specific WhatsApp groups for various classes to facilitate the sharing of information and study materials.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://www.rrrmahavidyalaya.edu.in/album_details.php?albId=4">https://www.rrrmahavidyalaya.edu.in/album_details.php?albId=4</a>

**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**

65



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

## 2.4 - Teacher Profile and Quality

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

65

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

### 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

16

File Description	Documents
Any additional information	No File Uploaded
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)	<a href="#">View File</a>

### 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

711

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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, being affiliated with The University of Burdwan, adheres to the regulations set forth by the affiliating university concerning the student evaluation process. Circulars related to internal assessments are disseminated among faculty members, students, and administrative staff, and are also prominently displayed on the college website for the benefit of both students and staff.

Students are notified of the internal examination schedule via the official notice board and the college website. Each semester includes one internal examination. Under the Choice Based Credit System (CBCS), each paper carries a total of 75 marks, with one-third of this weight allocated to continuous internal evaluation. Additionally, one-fifth of the total weight for continuous internal evaluation is assigned to student attendance. To facilitate self-evaluation, the college provides students with access to their evaluated internal examination answer scripts. Should any concerns arise regarding the assessment, students are encouraged to engage with the faculty members of their respective disciplines. Attendance records and evaluated answer scripts are meticulously maintained by the individual departments, while the academic committee ensures proper management of the summary of mark sheets.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://drive.google.com/drive/folders/102eAqJK_753QmjRX_5dz8SPq4bq5QDON">https://drive.google.com/drive/folders/102eAqJK_753QmjRX_5dz8SPq4bq5QDON</a>

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

The college adheres strictly to the rules and regulations set forth by the affiliating university during the internal examination process. To ensure complete transparency in internal assessments, all criteria and regulations established by the university are meticulously followed. A central examination committee has been established, which includes the appointment of two Assistant Centre In-charges responsible for overseeing the end semester examinations. Should any student express dissatisfaction with their internal assessment, they may request to view their answer sheet by submitting an application to the Principal. For the end semester examinations, students have the option to apply for a review of their answer sheets after paying the required fees to the university. However, it is important to note that there is no provision for reviewing answer sheets from practical examinations. Students can obtain the results of their review requests from the college.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 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.

The framework guiding the teaching and learning process is defined by the program and course outcomes associated with the various offerings of the institution. The college strives to ensure that the outcome-based learning process aligns with the interests of its students. As an affiliated institution, it adheres to the program and course outcomes established by the University for both postgraduate and undergraduate programs. At the commencement of each academic session, each department provides students with a comprehensive understanding of the syllabus and its corresponding program and course outcomes.

Departments also facilitate seminars featuring established alumni to discuss potential career opportunities. Additionally, career counseling seminars are conducted periodically to inform students about their career options.

During orientation sessions, students receive an overview of the syllabus's scope and the rationale behind its specific structure. By

the end of the semester, many students are equipped to make informed decisions regarding further studies, while others may opt for careers in academia or technical fields.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.rrrmahavidyalaya.edu.in/uploads/Programme%20Outcome%202021-22.pdf">https://www.rrrmahavidyalaya.edu.in/uploads/Programme%20Outcome%202021-22.pdf</a>
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.

As an affiliated college, the assessment of course outcomes is determined by the students' scores in the final semester examinations or through their Cumulative Grade Point Average (CGPA). According to the syllabus established by the affiliated University, undergraduate students are required to complete six (6) end-semester examinations, while postgraduate students must complete four (4) end-semester examinations.

The evaluation of program outcomes is based on the students' performance within their specific fields of study, which is measured through:

(i) their advancement to higher education institutions or participation in any academic or training programs.

(ii) their success in securing employment in either the government or private sectors.

(iii) their engagement in self-employment initiatives.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.rrrmahavidyalaya.edu.in/uploads/Programme%20Outcome%202021-22.pdf">https://www.rrrmahavidyalaya.edu.in/uploads/Programme%20Outcome%202021-22.pdf</a>

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****622**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>
Paste link for the annual report	<a href="https://drive.google.com/drive/folders/14ELG3rmiljmHN5aNBIn1c2djn9crqBce">https://drive.google.com/drive/folders/14ELG3rmiljmHN5aNBIn1c2djn9crqBce</a>

**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://www.rrrmahavidyalaya.edu.in/uploads/21-22%20Student%20feedback%20final%20file.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)****0**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
e-copies of the grant award letters for sponsored research projects /endowments	<b>No File Uploaded</b>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**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**

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="#">NIL</a>

**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	No File Uploaded
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**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**

8

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

6

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

The college for the holistic development of students and the staffs carried out many community development programme in the surrounding community. As a part of extension activities the NSS units and the NCC unit of the Mahavidyalaya organize some programmes in which our students and the staffs participate voluntarily.

Our 3 Units of NSS organize various programmes in the surrounding villages like cleanliness programme, NSS Day Observation, Health Camp, tree plantation programme and also awareness programme on AIDS. Regular Cleanliness programme generates an awareness among the students about the cleanliness and also fulfill the motto of "Swachh Bharat Abhiyan". Our N.C.C. Unit also observes different days of National importance Like Independence, Day, Republic Day, Birthday of Netaji Subhas Chandra Bose. By observing this day a sense of Nationalism and simultaneously a sense of responsibility towards the Nation is developed.

File Description	Documents
Paste link for additional information	<a href="https://rrrmahavidyalaya.edu.in/album_details.php?albId=7">https://rrrmahavidyalaya.edu.in/album_details.php?albId=7</a>
Upload any additional information	<a href="#">View File</a>

### 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)	<a href="#">View File</a>
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

2

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

### 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**

338

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**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**

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
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	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

**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.

The College has its campus area of 5.70 acres. The area of the college is fully under the purview of CCTV camera. As a college of the rural area within the limited resources our college has all the facilities of learning resources which is required to attain the academic outcome for the students. The Infrastructure and physical facilities of our college are categorically briefed here.

Our college offers 17 undergraduate programmes (14 Honours and 3 General). There are a total 40 classrooms out of which 1 (one) is smart class room. The college has its own auditorium and three (3) seminar room where college functions, seminar and workshops are arranged. Every laboratory based department has its own laboratory with sufficient equipments. To facilitate the learning outcome of the students sufficient computers are there with a computer laboratory. Three (3) classrooms and 1 auditorium have the ICT facility with ceiling mount overhead LCD projectors. Three departments have portable LCD projectors and all departments have laptops/desktops which are used for the teaching learning process. Our college has a partially automated central library with more than 33000 (thirty three thousand) books and also has N-LIST annual membership subscription for accessing online e-books and e-journals. Maximum of the departments have their own departmental library, which the students access under the guidance of the respective faculty members. Beside the above mentioned facilities the college provides basic amenities for the students like safe drinking water in the form of Water ATM, sufficient restrooms and power generator.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.rrrmahavidyalaya.edu.in/album_details.php?albId=4">https://www.rrrmahavidyalaya.edu.in/album_details.php?albId=4</a>

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

The college put its highest degree of emphasis on sports and extracurricular activities for the holistic development of the

students. The college has its reasonable required facilities for the sports games and cultural activities. The college has its own large playground with the provision for different games such as football, cricket, athletics and volleyball. The college has its separate basketball court. The college has its own well equipped gymnasium, which students and the faculties use for their physical training. The college has its own auditorium for holding the cultural events. The cultural committee of the college jointly with the students plans for the cultural programme. Beside that as a part of the academic curriculum the physical education department not only takes part in the sports activities but also assess their students. In a nutshell as a college of rural area it has all the required facilities for the outdoor and indoor sports like volley ball, football, cricket, carom, table tennis and chess and also the facilities for the cultural activities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.rrrmahavidyalaya.edu.in/photo_gallery.php">https://www.rrrmahavidyalaya.edu.in/photo_gallery.php</a>

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

10

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

15

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.rrrmahavidyalaya.edu.in/album_details.php?albId=4">https://www.rrrmahavidyalaya.edu.in/album_details.php?albId=4</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)**

0.54571

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource**

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

The central library of the college is partially automated. The name of the ILMS software in the central library is KOHA updated version. The multitasking activity of the library such as data entry, issue and return and renewal of books, member logins etc are done through the software. Among the library services OPAC (Online public access catalogue) service is also provided where the users can search the collection of books by title, author, publisher etc. Our library has more than 33000 text books and reference books. Our library also contains journals and e-resources for the use of students and the faculty members. Apart from the printed books our library is having access to the e-resources of N-List.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="https://rrrm-opac.kohacloud.in/">https://rrrm-opac.kohacloud.in/</a>

**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**

C. Any 2 of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 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)

0.0666

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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

25

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

The college regularly updates its IT facilities and the Wi-Fi facilities as per the requirement. Our college has separate broadband connection with a speed of MBPS for the office and the

different departments with the scheme of monthly unlimited data. Our students also have the access of the Wi-Fi facility within the college campus. All the academic departments have been provided computer, printer and broadband connections. Some of the departments have LCD projectors. The college upgrades and maintains its computers and allied accessories through the local IT technical person of the vendor as and when required. To maintain the computer facilities of the office and the different departments regular purchasing of different hardware components were also done. Beside that the college has its own information and communication committee, which guides us to upgrade different software as well as the antivirus from time to time. Under the purview of Information and communication committee the website of the college is updated to present online access of notices regarding admission form fill up, scholarship, exam related matters, feedback collection and career counselling etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

36

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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	<a href="#">View File</a>

#### 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)**

27.71858

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

Our college follows the decentralized policies for maintaining and utilizing physical, academic and support facilities through the different sub-committees consists of teachers, non-teaching staffs of the college. Any of the different policies came from the different sub-committees placed before the finance committee of the Governing Body and then for the final approval of the Governing Body of the college. For the procurement of different resources for the academic facilities different committees apply to the Principal with proper rationalization, which is then forwarded to the Governing Body for their approval. After the approval of the Governing Body it is forwarded to the Purchase Sub Committee for the procurement of the resources by maintaining the tender rules of the Government of West Bengal. For the maintenance of the library one librarian and the support staffs are there. As a part of maintenance the library undergoes for pest control every year. In the segment of sports complex and sports facilities the sports equipments and the facilities are under the supervision of the physical education department. The college has its own Gymnasium which is also under the purview of the physical education department.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

1938

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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

540

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>



<b>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>	<b>D. 1 of the above</b>								
<table border="1"> <thead> <tr> <th data-bbox="86 439 550 506">File Description</th> <th data-bbox="550 439 1476 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 506 550 656">Link to institutional website</td> <td data-bbox="550 506 1476 656"><a href="https://rrrmahavidyalaya.edu.in/album_details.php?albId=6">https://rrrmahavidyalaya.edu.in/album_details.php?albId=6</a></td> </tr> <tr> <td data-bbox="86 656 550 723">Any additional information</td> <td data-bbox="550 656 1476 723"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 723 550 869">Details of capability building and skills enhancement initiatives (Data Template)</td> <td data-bbox="550 723 1476 869"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Link to institutional website	<a href="https://rrrmahavidyalaya.edu.in/album_details.php?albId=6">https://rrrmahavidyalaya.edu.in/album_details.php?albId=6</a>	Any additional information	<a href="#">View File</a>	Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>	
File Description	Documents								
Link to institutional website	<a href="https://rrrmahavidyalaya.edu.in/album_details.php?albId=6">https://rrrmahavidyalaya.edu.in/album_details.php?albId=6</a>								
Any additional information	<a href="#">View File</a>								
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>								
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>									
<b>0</b>									
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>									
<b>0</b>									
<table border="1"> <thead> <tr> <th data-bbox="86 1249 550 1317">File Description</th> <th data-bbox="550 1249 1476 1317">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1317 550 1384">Any additional information</td> <td data-bbox="550 1317 1476 1384"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="86 1384 550 1597">Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td> <td data-bbox="550 1384 1476 1597"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Any additional information	<b>No File Uploaded</b>	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>			
File Description	Documents								
Any additional information	<b>No File Uploaded</b>								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>								
<b>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</b>	<b>A. All of the above</b>								

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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	<a href="#">View File</a>
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

9

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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**

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**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.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

**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 )**

The students of our college are very much active to participate in various administrative, co-curricular and extracurricular activities. In the context of holistic development of the college our students put their all out effort with the faculty members and the college administration. The selected students of the various departments are actively involved in the cultural committee, sports committee, Anti ragging cell & the Grievance Redressal Cell. Our students arrange the cultural programmes on different occasions through the guidance of the cultural committee. Beside the academic

and cultural programmes our students organizes Fresher's Welcome department wise and Saraswati Puja every year. Our Students extend their valuable support for different types of social work like Blood Donation Programme, Health Camp, different awareness campaigns organized by the NSS and the NCC. Among the other activities the students extend their cooperation to the college in organizing different seminars, teachers' day celebration, Republic Day Celebration and Independence Day Celebration. Each and every year by the instruction of Department of Higher Education, Government of West Bengal, Students Week is celebrated from 2nd of January to 8th of January, in which our students of different departments actively participate.

File Description	Documents
Paste link for additional information	<a href="https://www.rrrmahavidyalaya.edu.in/album_details.php?albId=14">https://www.rrrmahavidyalaya.edu.in/album_details.php?albId=14</a>
Upload any additional information	<a href="#">View File</a>

### 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

4

File Description	Documents
Report of the event	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

The Alumni Association of the college is named as "RAJA RAMMOHUN ROY MAHAVIDYALAYA ALUMNI ASSOCIATION". The registration of our alumni association is in progress. Our Alumni Association within its limited resources is very supportive towards the college for its development. For the academic development some of the departments arrange for motivational talks by their ex-students who are established in different fields. The Alumni Association of the college within its limited resources also financially contributes for the infrastructural development of the college. The Alumni Meet is also organized where our students get the opportunity to interact with our established alumni.

File Description	Documents
Paste link for additional information	<a href="https://rrrmahavidyalaya.edu.in/alumni.php">https://rrrmahavidyalaya.edu.in/alumni.php</a>
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	<a href="#">View File</a>

## 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

Being an Institution of the rural area we strictly stick to our vision and mission for the holistic development of the students and also for the community. Our vision and mission is thoroughly chalked out and monitored by the governance of the college.

**Vision of the College:**

As a college of the rural and economically backward area the college makes every effort to accommodate the academic requirement of the students. The institution believes that the process of Nation Building requires the whole hearted involvement of the students of rural area. Our prime vision is to provide quality education by

using the modern resources of the teaching-learning process, so that the holistic educational development of the students may be attained. In today's' swiftly changing education scenario our Institution is making a sincere effort to prepare the students for the challenge they are going to face outside the campus.

#### Mission of the College:

Being a college located in Radhanagar of Hooghly District a remote area of West Bengal and named after the son of the soil who is also the father of Modern India's Renaissance and a tireless social and educational reformer Raja Rammohun Roy we whole heartedly thrive to make the Education accessible for all irrespective of caste, creed, religion, gender and economic status and also to make the quality education inclusive.

File Description	Documents
Paste link for additional information	<a href="https://rrrmahavidyalaya.edu.in/mission_vision.php">https://rrrmahavidyalaya.edu.in/mission_vision.php</a>
Upload any additional information	No File Uploaded

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

The Principal is acting as the academic and administrative head of the institution. The Governing Body, comprising the President nominated by the West Bengal Government, the Principal (as the Secretary Ex Officio member), one representative from West Bengal State Council of Higher Education, two nominated persons each from the Government of West Bengal and Vidyasagar University, three representatives from Teaching one from Non-Teaching fraternity and General Secretary of the Students Union, governs the management of the college in compliance with the opinion of the majority of the members.

All major decisions regarding development, infrastructure, financial management, academic affairs, admission, governance and administration are taken by the Governing Body in line with recommendations and suggestions of IQAC and various statutory and non-statutory sub committees of the college.

File Description	Documents
Paste link for additional information	<a href="https://rrrmahavidyalaya.edu.in/organogram.php">https://rrrmahavidyalaya.edu.in/organogram.php</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

At the beginning of the academic session, the strategic plans are laid out by the college authority. The Institution has defined the strategic plan and works accordingly for effective deployment. The strategic plans (SP) are:

- To increase teaching excellence in departments with optimal use of resources.
- To procure more laboratory equipments as per the newly introduced syllabus.
- To make the students more equipped in practical training and hands on experience for the undergraduate level.
- To increase the percentage of students progressing to higher studies and jobs.
- To improve the teaching learning methods based on feedback collected from stakeholders.
- To encourage research activities of the faculties.
- To construct/extend building for classrooms and laboratories.
- To ensure Infrastructural growth in terms of classrooms, Laboratories, Books, Computers and instruments and use of ICT.
- To utilize alternating sources of energy, improved waste management practices and make a green college campus.
- To build more ICT enabled smart class rooms.
- To execute MOUs/Linkages for faculty exchange for optimal utilizaion of available resource persons in the college and

neighboring institutions and to improve the quality of teaching-learning.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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.

#### GOVERNING BODY

The Governing Body is the highest body in the college administration. It prepares different policies of the college following the guidelines of the affiliating University and Government of West Bengal and the UGC. The Governing body as per the University and colleges (Administration and regulation) Act 2017, has ten members including the President of the College nominated by the Government of West Bengal, the Secretary, the Principal being an ex-officio member, one nominee of West Bengal state council of Higher education, two nominees of affiliating University, three Teacher representatives, one Non-Teaching Staff Representative and one elected student member (right now not available).

#### ADMINISTRATIVE SET UP

The Principal is the Secretary (Ex-officio) and forms the nucleus of the administration. The Principal along with the IQAC Coordinator, Coordinators of PG and UG, Departmental Heads, the Teachers' Council Secretary, the Librarian as well as Conveners of various Committees coordinates and mobilizes the entire work process of the college.

#### THE FUNCTIONS OF VARIOUS BODIES

Different Committees are set up with teacher Conveners as head who are responsible to carry out the functions of their respective committees.

#### SERVICE RULES, PROCEDURES, RECRUITMENT AND PROMOTION POLICIES

The Governing body appoints teaching and non-teaching staff as per



the recommendation of the West Bengal College Service Commission. Service Rules and procedures are guided by The University of Burdwan and the rules of the state government. The promotional policies for teachers are according to the Department of Higher Education, West Bengal as per UGC norms.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://www.rrrmahavidyalaya.edu.in/organogram.php">https://www.rrrmahavidyalaya.edu.in/organogram.php</a>
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	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The College undertakes various welfare activities for both the teaching as well as non-teaching staff. All benefits of the West Bengal Government Employees are applicable to the Teaching and Non-Teaching Staff of our institution. Some of them are listed below:

- General Provident Fund (GPF) with nomination and loan facilities
- West Bengal Health Scheme (WBHS) for all medical benefits

- Gratuity and Pension Scheme of Government of West Bengal after retirement
- Child Care Leave and maternity leave for female teachers and non-teaching staff
- Residential Quarter facility in the college campus
- Paternity leave for male teachers Faculty Members are provided duty-on-leave to participate in orientation programmes, refresher courses, short term courses, seminars, workshops and other professional development programmes.
- Teaching and Non-Teaching Staff organizes tour, and sports activities for the staff.
- Health awareness programmes The College arranges free medical check-up facility fortnightly for all staff.
- Puja Advances: The institution keeps a track record for providing Puja Advances to its non-teaching staffs to a maximum ceiling of Rs. 10,000/- which are refunded by the employees in ten equal installments in the forthcoming months of the year and without any interest charged thereon. This welfare practice assists the employees to address their greater needs during the periods of urgent need.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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)	<a href="#">View File</a>

**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)	<a href="#">View File</a>

**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**

11

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

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

The Institutions Performance Appraisal system is followed as per Career Advancement Scheme (CAS) of the UGC for the Teachers. The IQAC co-ordinator helps the Promotion Placement subcommittee of College to prepares the necessary papers and documents for promotion of Teachers from stage- I onwards. In the meeting of the IQAC, the incumbents applications are reviewed and the papers and documents are sanctioned by the members. The coordinator puts his signature and forward the same to the Principal who checks, verifies and submits the same to the Higher education departments for selection of experts to verify the performance of such teacher. Prior to promotion, the teachers are allowed to attend Orientation programme or Refresher Course and participate in seminars and workshops after reviewing his attendance in the class and completion of syllabus. In case of non teaching staff there is no such performance appraisal system required for their promotion.

The nonteaching staff get promoted by the Government of WB after getting application from the incumbent after completion of definite period of service which is recommended by the Principal after getting it sanctioned by the Government body.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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 account books are finalized after the completion of the financial year by the college. The information is intimated to the Higher Education department which engages a statutory auditor who audits and places the report after completion of auditing work. The completion of the audit solely depends on the engagement of the auditor which is not under the control of the college. At present, the financial accounts are finalized and completed up to 2021-22

Regarding the Internal Audit System The college has a transparent and systematic financial management system. The institution routinely conducts internal audits for every financial year by competent chartered accountants with the help of qualified and experienced teachers from Dept. of Commerce, Bursar and the Principal. The GB-Finance which monitors the appropriate use of available funds of the college and the decision for the use of the fund to be approved by the Governing Body.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 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)

0

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)	<a href="#">View File</a>

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

College receives funds from UGC and West Bengal Government. Funds are also generated from a certain portion of students' fees, etc. For efficient and optimum utilisation of resources available, HODs are asked to provide their requirements at the beginning of the session to ensure maintenance and up gradation of laboratories, library, computing facilities, classrooms, equipments and facilities. Subsequently, the Central Purchase Committee and Infrastructure Development Committee performs all processes such as inviting tender/quotations, preparing comparative statement and selection of vendors strictly following the Government Guidelines in all purchases. The Governing Body Finance and the Governing Body monitors effective and efficient use of the available financial resources. The Bursar of the college looks after the day to day transactions and implements the decisions taken by the Finance Committee and the Governing Body. The Annual Budget of the college is prepared by the Bursar and is duly considered by the Finance Committee and the later referred to the Governing Body for final approval.

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

As this year also is reeled under the COVID -19 pandemic as a matter of fact the IQAC had put a strong foot forward to implement the various quality assurance strategies for the holistic development of the college in the changing times.

- The global pandemic situation IQAC had taken the initiative to carry out all the process of academics and other programmes in a digital way. Online teaching learning process to be continued till offline classes started; adhering to the academic calendar of the affiliating university, and study materials were regularly given for the benefit of the students.
- All the faculty members are encouraged and supported to participate in Orientation, Refresher courses, Workshops,

Seminars and Conferences related to the teacher-learning process and research.

- As per the guideline of the University during this period online process of assessment has been developed.
- During this pandemic period to facilitate the guideline of the Government i.e. "work from Home".
- For academic and administrative purposes the IQAC has taken the initiative to conduct webinars for the teachers and the support staffs.
- Regular meetings of IQAC and with the academic committee are conducted in online mode.

File Description	Documents
Paste link for additional information	<a href="https://www.rrrmahavidyalaya.edu.in/album_details.php?albId=8">https://www.rrrmahavidyalaya.edu.in/album_details.php?albId=8</a>
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 IQAC at our college played a crucial role during the pandemic by actively reviewing and adapting the teaching-learning processes, operational structures, and methodologies to ensure educational continuity. In collaboration with the academic committee and administration, IQAC regularly monitored and assessed departmental performance to address emerging challenges and improve outcomes.

During the COVID-19 pandemic, the IQAC was instrumental in implementing an online teaching framework, allowing faculty to conduct classes on platforms like Google Meet, Zoom, and Team Link. This shift ensured that the syllabus could be covered without interruption, despite the constraints of remote learning.

To support this transition, IQAC facilitated the provision of ICT facilities across most departments and the library, enhancing digital connectivity with BSNL and Alliance broadband services. Furthermore, IQAC promoted the adoption of digital teaching tools, such as PowerPoint presentations, encouraging faculty to leverage technology for more effective online instruction.

Key initiatives driven by IQAC to maintain and improve the teaching-learning process during this period included:

- Developing infrastructure, including online academic and administrative works and inception of a central computer lab to accommodate remote needs. - Providing modern equipment and digital learning resources to support students and enhance remote learning capabilities.

Through these concerted efforts, IQAC documented incremental improvements across the college's activities, helping the institution navigate the pandemic's challenges while upholding educational standards.

File Description	Documents
Paste link for additional information	Nil
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)**

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://rrrmahavidyalaya.edu.in/agar.php">https://rrrmahavidyalaya.edu.in/agar.php</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

**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**

Raja Rammohun Roy Mahavidyalaya is committed for the quality education for the students and in our Mahavidyalaya over 65% of them are female students which itself promotes the female empowerment in the locality. As our Mahavidyalaya is committed for the quality education the institution plays an important role for the students to get various scholarship schemes provided by the Government. For example Kanyashree especially for the girls and Swami Vivekananda Merit-cum-Means Scholarship, the college has put all its effort so that our students can avail these scholarships. Our Mahavidyalaya always promote the Gender equality. Equal opportunities for the students are offered by the college in different kinds of activities including NCC, NSS, cultural, games and sports etc. In our Mahavidyalaya well equipped female only common room is available.

For the female teachers the Mahavidyalaya extend its utmost facility for the female teachers so that they can get their various leave benefits like maternity leave and the child care leave.

Moreover for the regular surveillance and the better security CCTV cameras have been strategically placed in the Mahavidyalaya.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

**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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**Solid Waste Management** • The solid waste generated is dumped in the vat. The college sweeper, workers from the block office collect the solid waste. • The dry/wet degradable waste material is converted into compost which is used for gardening. **Liquid Waste Management** • Effluents from washrooms and toilets are directed to soak chambers and eventually to the drainage system. • Liquid waste products of Bioscience laboratories and Chemistry are allowed to get disposed in a separate soak chamber. • Rain water drainage system is also there to prevent water logging. **Biomedical Waste Management** • As the syllabus does not involve activities that produce biomedical waste therefore there is no need of biomedical waste management system **E-Waste Management** • E-waste in the Mahavidyalaya includes electrical and electronic parts such as burned electrical bulbs, wires and computer peripherals. The generated E-waste is stored in a designated E-waste storage room, **Waste recycling System** • Solid waste and debris generated from building construction are used for basement work of on-campus road construction. **Hazardous chemicals and radioactive waste management** • As because the amount of hazardous waste is nil, the Mahavidyalaya had not developed any facility to transport it in proper place.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="https://www.rrrmahavidyalaya.edu.in/photo_gallery.php">https://www.rrrmahavidyalaya.edu.in/photo_gallery.php</a>
Any other relevant information	<a href="#">View File</a>

**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**

A. Any 4 or all of the above

<b>of water bodies and distribution system in the campus</b>	
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <ol style="list-style-type: none"> <li>1. Restricted entry of automobiles</li> <li>2. Use of Bicycles/ Battery powered vehicles</li> <li>3. Pedestrian Friendly pathways</li> <li>4. Ban on use of Plastic</li> <li>5. landscaping with trees and plants</li> </ol>	<b>A. Any 4 or All of the above</b>
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>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</b>	<b>D. Any 1 of the above</b>
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	No File Uploaded

<p><b>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</b></p>	<p>D. Any 1 of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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).

The Mahavidyalaya is putting it's all out effort to provide quality education, supporting the students coming from the underprivileged background and setting communal harmony for one and all. The Mahavidyalaya is very much proactive in taking initiatives to observe National days like Republic Day, Independence Day or celebration of days of eminent personalities or any other such activities for inculcating tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities in the Mahavidyalaya. In our Mahavidyalaya one of the great examples of cohesion of diverse group of students is our well established National Cadet Corps (NCC) and NSS (National Service Scheme) where the students irrespective of all communities, linguistic and regional categories register and contribute in National activities. Our Mahavidyalaya strictly adheres to the government rules and regulations in facilitating the financial help in respect of different scholarships for different communities, and castes. Moreover during the festivals like 'Saraswati Puja', 'Muharram',

'Eid-ul-Fitr', 'Durga Puja' the students, faculty members and staffs of all communities exchange good wishes and thus showing communal harmony within the college campus.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

In our Mahavidyalaya celebration of Republic Day, Independence Day, Constitutional Day and observation of many other National days encourages our students and employees to the constitutional obligations: values, rights, duties and responsibilities of the citizens. During observation of each of the National Days National Anthem is sung by maintaining a proper protocol which instills in us a sense of pride and sense of unity in diversity for our country. Even the Curriculum of the subjects of The University of Burdwan like Political Science, History, Education, Philosophy includes the courses like Constitution of India, Gandhian Economic thought, Moral Philosophy, Practical Ethics, Value Education, Philosophy of Human Rights and Applied Philosophy as a small step to inculcate constitutional obligations among the students. The Mahavidyalaya observes its foundation day by conducting the Raja Rammohun Roy Memorial Lecture every year which motivates our employees and the students to follow the constitutional obligations. Our NSS volunteers of different units perform different activities in their adopted villages through cleaning the surrounding environment, AIDS awareness programme under Red Ribbon Club activities, awareness against the misuse of water etc. Our NCC cadets are given proper training for showing proper guard of honour while welcoming any eminent personality during entry at the college campus. During the observation of National Days Our NCC cadets and our NSS volunteers along with other students of the college show their unified activities in the presence of the Principal, Faculty Members and office support staffs of the college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

**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**

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded

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

Raja Rammohun Roy Mahavidyalaya put no stone unturned to celebrate the National and International Commemorative days, events or festivals. Raja Rammohun Roy Mahavidyalaya put special emphasis on observing these National days through the students so that they can know the purpose, origin and significance of these commemorations.

Raja Rammohun Roy Mahavidyalaya celebrates the following days with the active participation of the Students, Faculty Members and the office supporting staffs.

- Birthday of Netaji Subhas Chandra Bose

- Republic Day
- International Mother Language Day
- International Yoga Day
- Vanmahotsab
- Independence Day
- Teachers Day
- Constitution Day

The importance of observing these National days and events are

- To pay homage and honour the person/events.
- To encourage the students to observe these significant National Days so that they may be motivated to uprightly hold the sense of Nationalism and patriotism among them.
- To show case the global, regional and local values.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	<a href="#">View File</a>
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.

### Best Practice: 1

1. Title of the Practice: Recycling of Air Conditioner Water

2. Goal: The goal is to optimize water usage

3. The Context: AC water recycling recognizes the untapped resource within this condensate and repurposes it for various non-potable

applications.

4. **The Practice:** The generated water from the Air conditioning system is collected in a bucket and used it for mopping & for the toilet flushing.

5. **Evidence of Success:** By recycling AC condensate water, significant amounts of freshwater can be conserved.

6. **Problems Encountered and Resource Required:** Extra water pipes required for making the connection with the washrooms

**Best Practice: 2**

1. **Title of the Practice:** Composting of the Organic Waste

2. **Goal:** To decrease food waste and to recycle it.

3. **The Context:** Recycling food and other organic waste into compost improves soil health & recycling nutrients,

4. **The Practice:** We follow the oldest and most effective method of composting i.e. Direct Trench Composting by digging a hole

5. **Evidence of Success:** We found it very useful for control of soil erosion, and as landfill cover.

6. **Problems Encountered and Resource Required:** (a) Too much moisture results in stinking smell, (b) It attracts pests.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 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

**Distinctiveness:** The distinctive feature of our college is manifold. This permits the college to earn some specific distinctive qualities. **Demography:** Established in 1964 on the International Mother Language Day, 21st of February, by the relentless effort of the social worker and freedom fighter Sri. Santimohun Roy by keeping



in view to spread the light of education among all especially for the underprivileged people. Raja Rammohun Roy Mahavidyalaya is one of the most eminent multidisciplinary educational institutions of Radhanagar (a part of ancient culture and rich heritage of Bengal), a rural area of Hooghly district of West Bengal which is also the birth place of Raja Rammohun Roy, the harbinger of Indian Renaissance. The college has been sincerely catering to the demand for higher education of a large number of people belonging to Schedule Castes, Scheduled Tribes and the Other Backward Classes (OBC A & OBC B). Demographic diversity can be found in the villages around the college. The institution has been working meticulously to spread the light of education upon the diverse social milieu of this underprivileged part of the country. Depending on these above mentioned facts, the college pertains to its responsibilities and attains distinctiveness.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

- Submission of pending AQAR's & AISHE and apply for NAAC assessment and accreditation process for 3rd cycle
- Participation in NIRF ranking Framework system under the aegis of IQAC
- Optimum use of the Medicinal plant garden & making the Library accessible to all by means of QR Code as a Best Practice
- Preparation for academic/administrative/Green/ Energy Audit
- Restoration of Pond on the college premises