



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution		RAGHUNATHPUR COLLEGE
• Name of the Head of the institution	DR. PHALGUNI MUKHOPADHYAY	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	09434120433	
• Mobile No:	9083274523	
• Registered e-mail	rnpur_coll@rediffmail.com	
• Alternate e-mail	iqac.rnpc@raghunathpurcollege.ac.in	
• Address	RAGHUNATHPUR COLLEGE, PURULIA	
• City/Town	RAGHUNATHPUR	
• State/UT	West Bengal	
• Pin Code	723133	
2.Institutional status		
• Affiliated / Constitution Colleges	Affiliated	
• Type of Institution	Co-education	
• Location	Semi-Urban	

• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Sidho-Kanho-Birsha University
• Name of the IQAC Coordinator	Dr. Jyoti Prakash Mandal
• Phone No.	9800850110
• Alternate phone No.	9531644055
• Mobile	9800850110
• IQAC e-mail address	iqac.rnpc@raghunathpurcollege.ac.in
• Alternate e-mail address	jyotiprakash1757@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	https://raghunathpurcollege.ac.in/images/pagepdf/1686561204718AQAR-2021-22.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://raghunathpurcollege.ac.in/images/pagepdf/1661964599308ACADEMIC CALENDAR FOR THE SESSION 2022-23.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	70.50	2006	02/02/2006	02/02/2011
Cycle 2	B	2.06	2015	03/03/2015	03/03/2020

6.Date of Establishment of IQAC

25/03/2008

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department of Chemistry, Dr. Sandipan Roy	Teachers Associateship for Research Excellence (TARE)	Science and Engineering Research Board(SERB), Government of India	2022, Duration of three years	18,30,000 INR (6,10,000 PER ANNUM
Department of Physics / Dr. Moumita Patra	Collaborative Research Scheme(CRS) Project of UGC - DAE	UGC - DAE CRS	2022 for three year	45000 INR PER ANNUM

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	07
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
1) Improvement in the quality of education is evident in our college producing 7 first class firsts. Twice every year, after the publication of results, IQAC gets in touch with each department for analyzing the result.	

2) IQAC initiated an Annual Cultural Programme and Exhibition (department wise) this year and enriched the cultural atmosphere by organizing various programmes.

3) No-Vehicle Day is observed to create environmental awareness on every 5th day of the month. NSS takes initiative for sapling plantation.

4) Promotions of 14 teachers, including one to the post of associate professorship, have been successfully achieved under career advancement scheme. The IQAC oversaw the entire process and prepared annual performance index for each of the fourteen teachers.

5) Six smart classrooms have been set up to boost the academic environment of the college and make education joyful.

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

Plan of Action	Achievements/Outcomes
To Organize of Cultural Programs of TC	IQAC initiated Annual Social and Exhibition where students from every department can showcase their talent and creativity under the guidance of their teachers.18 departments participated in annual cultural programme and exhibition held on 27-28 April 2023.
IQAC motivated environmental committee to observe No-Vehicle Day.	The 5th day of every month (alluding to the World Environmental day observed on 5 June) is announced as No-Vehicle Day.
IQAC has inspired every department to start add-on courses along with regular courses.	All 18 departments have completed chalking out syllabi for the add on courses and we are on the threshold of introducing these courses to the students. These courses will not only act as a catalyst for the all-round development of students but, being interdisciplinary in nature, will build bridges between departments and streams as prescribed in NEP 2020.
IQAC has made considerable progress in its work regarding the renovation of teachers' room.	The authority has renovated the room and made provisions for adequate sitting arrangement, and promised to realize IQAC's plan to reconstruct the teaching staff room very soon.
IQAC is constantly in touch with the teachers to help them develop their skills to the next level and make the teaching-learning process more effective as prescribed by the UGC and NEP2020 . All teachers are encouraged to attend faculty	The over-all academic result of the college has improved. We have produced 7 first class firsts and a number of students have enrolled to post-graduate programmes in different departments of various universities in this academic

development programmes, short term courses on skill development etc.	session. This is a great achievement for us in view of the high percentage (60% to 65%) of first-generation learners amidst our students.
IQAC proposed upgrading some class rooms to smart class rooms equipped with modern technology and more than 100 seating capacity.	We have acquired seven smart boards of which two have been set up in two class rooms, and the rest are ready for installation after the Panchayat elections.
IQAC proposed installation of solar energy plant..	Installed
IQAC proposed the completion and furnishing of 2nd floor of the new building (adjacent to the library) to provide adequate number of class rooms for students.	40 percent of the work has been done.
IQAC proposed installation of rain water harvesting.	The project is still in process.
Organization of Yoga Training Camp for seven days by Physical Education Department.	Yoga Camp has been conducted from 1st June to 14th June, 2022
Introduction of certificate course and training on mushroom cultivation to create self-employment opportunities for unemployed local youths.	Certificate course for Mushroom cultivation has been organized in the duration of Two Months from 01/08/2022 to 30/09/2022
Completion of gent's toilet in the new building.	Completed with the installation of the accessories
Publication of Wall Magazine by all departments	Three departments--Zoology, Physics and Bengali-- have Published their own Magazines and others have taken initiative in this regard.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Governing Body	07/10/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	15/02/2023

15. Multidisciplinary / interdisciplinary

As the affiliating University, i.e., Sidho Kanho Birsha University has introduced CBCS system in the year 2017. There is a huge scope of implementation of Multidisciplinary / interdisciplinary education system. Students of science can take Arts subjects and vice versa. Moreover, university has taken initiative for implementation of New Curriculum and Credit Framework for UG programmes as recommended by NEP 2020 which is more Multidisciplinary / interdisciplinary in nature.

16. Academic bank of credits (ABC):

As per Controlling University, no candidate has been allowed to register without the Accademic Bank Of Credit. Every student has to submit their Academic Bank of Credit ID (ABC-ID) for the examination form fill-up.

17. Skill development:

The college regularly hosts sports and cultural events which help students to develop atheletic skills and nurture creativity. Students of various departments regularly publish wall-magazines under the supervision of their teachers. The college also publishes an annual magazine. The Career Counselling cell of the college advises students to take appropriate skill-development courses according to their specific career needs.

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

There is ample scope within the current syllabi to integrate indian knowledge systems within the courses of study pursued by students. The Departments of Bengali and Sanskrit not only teach students the rich literature produced in those languages but imbues them in the culture and traditions which are associated with them. The Department of Philosophy teaches Indian philosophy as part of the

curriculum. All other departments try to make students aware of the contributions made by Indian thinkers across the ages to the common inheritance of human kind's knowledge.

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

While introducing students to their courses of study, we clearly state the outcomes that they are expected to achieve at the end of the courses. The various departments of the college and career counselling cell always keep students aware of the myriad possibilities to which their chosen course of study might lead them. Teachers make every effort to make employability and practical application of theoretical knowledge part of the outcomes students strive toward. We take particular care to recognize the unique potential of each individual student and to help her/ him achieve the appropriate learning outcome. Workshops and seminars are organized with a view to familiarizing students with the professional or academic requirements of the careers they desire to pursue in future and how their current education may equip them for such careers.

20.Distance education/online education:

The college, being the center of Netaji Subhas Open University, offers Distance education/online education to those candidates who are unable to avail formal education.

Extended Profile

1.Programme

1.1	33
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	4435
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	3523
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	1257
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	40
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	43
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	32
Total number of Classrooms and Seminar halls	
4.2	5767398
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	68
Total number of computers on campus for academic purposes	

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

Raghunathpur College follows the curriculum created by the parent university and provides a well-defined planning and execution procedure. The institute adheres to Sidho-Kanho-Birsha University's Choice-Based Credit System (CBCS). Some faculty members have held positions on the University's Board of Studies and its subcommittees, where they made substantial contributions to the creation of curricula. The Routine Committee of the college prepares a master routine, which serves as the basis for the departmental routine, following a meeting between the Principal Sir and the heads of all the departments before the commencement of each semester. Each head of the department (HOD) then calls a departmental meeting and assigns faculty members to courses (both theory and lab) based on their areas of knowledge and specialization in addition to their personal preferences. In addition to classroom instruction, a variety of pedagogical strategies are used, such as webinars, seminars, field trips, workshops, and fieldwork. Aside from this, individual assistance is provided to each student who wants to be ready for the examination for higher education. In addition, parent-teacher meetings are arranged and student feedback is collected at the end of each semester.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.raghunathpurcollege.ac.in/en?id=1643&linktitle=General%20Notice

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

The academic calendar is prepared by taking into account the national, state, and local holidays as well as the academic timetable of the University. It offers ideas for the approximate dates of admission, registration, and examinations, in addition to the number of teaching days. The academic calendar and notice by the university determine the internal assessment date. Each faculty member receives a syllabus after syllabus distribution, and after

that, they organise how to teach the material. They then carry out their assigned lesson plan and keep a teaching diary in which they document their daily activities. Unless instructed differently by the university, the college follows the academic calendar in all of its academic activities.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://raghunathpurcollege.ac.in/images/pag epdf/1661964599308ACADEMIC CALENDAR FOR THE SESSION 2022-23.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

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

33

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

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

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

3

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

130

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

130

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The college offers courses on gender, human values, environmental sustainability, and professional ethics. Courses in Geography,

Zoology, Botany, and Environmental studies all address sustainability and environmental challenges. The curricula in Political Science, Commerce, English, and Education all teach human values. English, Commerce, and education courses all cover professional ethics.

Since the college is coeducational, the administration always makes an effort to uphold gender equality in and outside of the classroom.

'Environmental studies' is a compulsory course in all undergraduate degrees to increase awareness across all streams of students. Apart from the course curriculum, the college's Environment Committee undertakes various campaigns to protect the environment and increase locals' awareness of it. Our college's N.S.S. unit has taken the initiative to carry out different activities to raise awareness among students.

The college works to promote ethical and empathetic principles. People can be motivated by some of the NSS unit's and the Department of Political Science's programmes. The college celebrates Republic Day and Independence Day to increase moral values and a sense of patriotism among the young people. The college periodically organises a range of social events, including blood donation drives, voter education campaigns, and traffic safety initiatives etc.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

3

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

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

86

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

D. Any 1 of the above

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)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.raghunathpurcollege.ac.in/en?homeLink=11215375&linktitle=FEEDBACK%20ANALYSIS%20REPORT
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	
7828	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats))	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
2411	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
Raghunathpur College is dedicated to ensuring the academic success and personal growth of its students. In line with this commitment,	

the college has implemented a comprehensive system to assess the learning levels of its students and organizes special programs tailored to the needs of both advanced learners and slow learners. Raghunathpur College recognizes the importance of understanding the individual learning levels of its students. To achieve this, the college has established a robust assessment framework that encompasses both formative and summative evaluation methods. Regular assessments, including quizzes, tests, and assignments, are conducted to gauge students' understanding of the curriculum. Additionally, the college utilizes standardized tests and performance evaluations to obtain a holistic view of students' academic progress and areas of improvement.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
4435	40

File Description	Documents
Any additional information	View File

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

The various departments of Raghunathpur College have embraced student-centric methods to create a more engaging and effective learning environment. Student centric learning aims to develop learner's autonomy and independence according to their individual capability and interest placing the role of the teacher as a facilitator of learning. To make teaching learning process effective some planning and measures are taken. Teaching Plan and Teaching Diary Teaching plan is prepared by every faculty member at the beginning of academic year. They record the conduct of teaching and practical in the diary. The faculty engages extra periods and practical as and when necessary and maintain their records. Home Assignments are given after the classes. In the following class,

unsolved parts are discussed. Efforts of each student is acknowledged. Thus all are encouraged to complete home assignments and to do better. Class Tests Unit Tests are conducted periodically (Google form and Classroom) and its results are displayed and discussed with the students in the class room. Offline tests are conducted frequently. Remedial coaching is given to slow learners and merit mission concept is implemented for advance learners. Additional facilities such as extra book issue and personal counseling are provided to slow and advanced learners.aaaaa

File Description	Documents
Upload any additional information	View File
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

Raghunathpur College has embraced the integration of Information and Communication Technology (ICT) to enhance the teaching-learning process. Teachers at Raghunathpur College have demonstrated a proactive approach in integrating ICT-enabled tools into their teaching methodologies. The use of digital presentations, educational websites, multimedia resources, and learning management systems has become commonplace in classrooms. These tools are utilized to deliver engaging lectures, facilitate interactive discussions, and provide access to supplemental learning materials. The integration of ICT-enabled tools has significantly enhanced the learning experience for students at Raghunathpur College. Interactive presentations and multimedia resources have made complex concepts more accessible and engaging. Additionally, the use of online platforms for assignments and discussions has fostered collaborative learning and provided students with opportunities for self-paced learning. ICT-enabled tools have improved the accessibility and flexibility of the teaching-learning process at Raghunathpur College. Students can access course materials, lecture recordings, and additional resources online, allowing for independent study and review. Furthermore, the use of digital platforms has facilitated communication between teachers and students, enabling timely feedback and support outside of traditional classroom hours. Raghunathpur College has also prioritized the professional development of its faculty in utilizing

ICT-enabled tools effectively. Workshops, training sessions, and peer learning opportunities have been organized to enhance teachers' digital literacy and pedagogical skills, ensuring that they are equipped to leverage technology for impactful teaching.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

75

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

40

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. /

D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

23

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)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

386

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

2.5 - Evaluation Process and Reforms

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

The internal assessment mechanism at Raghunathpur College is characterized by transparency and robustness in terms of frequency and mode. The college has implemented a clear and well-defined process for internal assessment, ensuring that students and faculty members understand the criteria, frequency, and modes of assessment. The assessment schedule is communicated to students at the beginning of each academic session, outlining the frequency of assessments for each course. Furthermore, the college employs a variety of assessment modes, including written examinations, presentations, projects, and practical assessments, to ensure a comprehensive evaluation of students' knowledge and skills. This diverse approach to assessment allows students to demonstrate their learning through

different mediums, catering to varied learning styles and abilities. The transparency of the assessment process is upheld through clear guidelines and criteria for evaluation, providing students with a thorough understanding of the expectations and standards. Additionally, the college emphasizes the importance of feedback and encourages open communication between faculty and students regarding assessment procedures and outcomes.

File Description	Documents
Any additional information	View File
Link for additional information	NIL

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

Raghunathpur College recognizes the importance of maintaining a fair and accountable system for addressing internal examination-related grievances. The mechanism for dealing with internal examination-related grievances at Raghunathpur College is characterized by a high degree of transparency. The college has clearly outlined the procedures for filing grievances, including the documentation required and the designated channels for submitting complaints. Students are informed about their rights and the process for raising concerns about internal examinations, ensuring transparency in the grievance redressal process. Raghunathpur College has established a time-bound approach to addressing internal examination-related grievances. Upon receiving a grievance, the college follows a structured timeline for reviewing the complaint, conducting necessary investigations, and providing a resolution. This ensures that grievances are handled promptly, minimizing any undue delays in the process and providing timely relief to the aggrieved parties. Raghunathpur College has a dedicated committee responsible for addressing such grievances, comprising experienced faculty members and administrative staff. This committee is well-equipped to assess and address grievances effectively, following a systematic approach to ensure that each grievance is thoroughly reviewed and resolved in a fair and efficient manner. Feedback from students indicates a high level of satisfaction with the mechanism for addressing internal examination-related grievances at Raghunathpur 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 awareness of Programme Outcomes (POs) and Course Outcomes (COs) among teachers and students is essential for the effective delivery and attainment of educational goals. The assessment of awareness regarding POs and COs was conducted through surveys and interviews with both teachers and students at Raghunathpur College. The participants were asked about their understanding of the POs and COs of the programmes they are involved in, as well as their perspectives on the relevance and importance of these outcomes. The assessment of awareness regarding POs and COs was conducted through surveys and interviews with both teachers and students at Raghunathpur College. The participants were asked about their understanding of the POs and COs of the programmes they are involved in, as well as their perspectives on the relevance and importance of these outcomes. The findings indicate that the majority of teachers at Raghunathpur College are well aware of the stated POs and COs of the programmes they teach. They demonstrated a clear understanding of the specific learning outcomes and objectives of their courses and how these align with the broader POs of the programmes. Teachers expressed a strong commitment to integrating these outcomes into their teaching practices and assessments. Similarly, the assessment revealed that students at Raghunathpur College have a good understanding of the COs associated with their courses and the POs of their respective programmes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://raghunathpurcollege.ac.in/images/pag_epdf/1703314564990Course%20Outcome%20_rnpc_20.12.2023.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

The evaluation of POs and COs at Raghunathpur College is a comprehensive process that involves multiple stakeholders, including faculty members, students, and external experts. The process is designed to assess the extent to which the intended outcomes of each program and course are being achieved. The POs are evaluated through a combination of direct and indirect assessment methods. Direct methods include examinations, projects, and presentations, which are designed to measure students' knowledge, skills, and abilities in relation to the specified POs. Indirect methods, such as surveys and feedback mechanisms, are used to gather students' perceptions of their learning experiences and the extent to which the POs have been met. Similarly, the COs are evaluated using a variety of assessment tools, including quizzes, assignments, and practical demonstrations. These assessments are aligned with the specific learning objectives of each course and are designed to measure students' mastery of the content and skills outlined in the COs. Data on the attainment of POs and COs are collected and analyzed at regular intervals to track students' progress and identify areas for improvement. The evaluation of POs and COs is an ongoing process at Raghunathpur College, and the findings are used to inform continuous improvement efforts. Faculty members and administrators collaborate to develop action plans aimed at addressing any identified deficiencies and enhancing the overall quality of education.

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

2.6.3 - Pass percentage of Students during the year

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

759

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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.raghunathpurcollege.ac.in/en?homelink=11215375&linktitle=FEEDBACK%20ANALYSIS%20REPORT>

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)

18.75

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

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

2

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

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

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

02

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

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

27

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

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in

national/ international conference proceedings during the year

11

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

3.3 - Extension Activities

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

Keeping in view the importance of extension activities in the all-round development of a student's personality and the shaping of her worldview, the institution perseveres to regularly provide them with such opportunities. We have tried to inculcate environmental awareness and a sense of responsibility towards social welfare among students by engaging them in such events and activities as the celebration of World Environment Day, college campus cleaning, field visit of NSS volunteer with SBCC cell Purulia, NSS special camping programme 2023. To instill values of patriotism, we have engaged them in celebrations of Independence Day and Republic day, Har Ghar Tiranga, celebration of the birthday of Netaji Subhas Chandra Bose, celebration of National Youth Day etc. To make them health-conscious and create awareness about ways of preventing debilitating diseases, such events as observation of World Aids Day, celebration of International Day of Yoga, Thalassemia Screening Test, Eye Checkup Camp, Blood Donation Camp etc. have been organized. We shall continue to encourage them to widen their learning process to encompass the world outside the classroom and to bring together theoretical knowledge with praxis.

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

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

0

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

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

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

18

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

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

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

882

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

7

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
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**

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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

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

The institution has adequate infrastructure and physical facilities for teaching and learning, such as classrooms, laboratories, campus, and equipment. The college encompasses a vast area spread over 27 acres of land. The College campus comprises a main building with two annexed superstructures. All three buildings provide adequate facilities for optimal physical infrastructure utilization for

teaching and learning activities. Classrooms:- The college has 30 classrooms accommodating five thousand students (approx) attending different courses. The classrooms are adequately furnished, spacious, and full of natural air and light. Six classrooms have been equipped with smart boards. Many departments use projectors for presentations. However, there is an urgent need to increase the number of classrooms to meet the demands of local students. Seminar Hall:- The college has one seminar hall and two gallery rooms, one equipped with a smart board and a projector. National/International/State-level seminars have been conducted frequently in these halls. Students have been trained to make PowerPoint presentations in these rooms as their course criteria. Tutorial rooms:- No separate classrooms are dedicated to tutorial/remedial classes, but the departments arrange their initiatives according to necessity. Laboratories: Several laboratories are there for different departments to conduct practical classes in their syllabus. These laboratories are adequately furnished and well-equipped as per curriculum requirements. Cultural Hall:- The college has a large cultural hall with 800 seating capacity. Cultural programmes have been organized on different occasions.

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

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

The institution encourages sports and extracurricular activities to ensure students' holistic and all-around personal development. The college provides physical education as an elective subject for the students. They have been trained in sports under the guidance of qualified and specialized Physical Educational instructors. They are trained and encouraged to participate in competitions, including intra-college and inter-university events. The college also organizes intra-college events to encourage students to participate in sports. Tracksuits and all sporting materials are provided to the students. Cultural activities: The college has a Music Department and provides Music as an elective subject in Programme courses. The college constantly encourages students to participate in extracurricular activities to cultivate leadership qualities and develop team spirit among them. Usually, every year, the college

conducts cultural programmes. An auditorium with a seating capacity of eight hundred has been used to conduct different cultural programmes.

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

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

7

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

7

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

2102539

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The Library Automation Process is being gone through 'Koha Software'. It is an excellent open-source solution for libraries. The book database build-up process has been started. The online public access catalogue (OPAC) of the registered books has been opened for the students and faculty members through this software. The details of the software are listed below -

Software Name - 'Koha'

Version - '19.05'

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

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

C. Any 2 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

0.129 Lakhs

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

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

63

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

4.3 - IT Infrastructure

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

The institution has broadband connection running at the Office of the Principal, Library and IQAC Room at a speed above 70 MBPS data. There is no provision of wi-fi at our college at present. There is a computer laboratories, and all the departments are equipped with computer and printer without any internet connection. LCD projector facilities are installed in 3 rooms. The regular maintenance and upgradation of computers and related accessories is done by the local vendor as and when required. The college website is regularly updated to provide online access to notices, events, feedback collection, online learning facilities for the students and all stakeholders.

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

4.3.2 - Number of Computers

68

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

1084296

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

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.

Building Infrastructure: A constant effort is made to provide safe and secure space for equipment and tools. Construction, repair and maintenance of the main building and physical infrastructure like water facility, power supply and maintenance of campus are supervised by the Head of the institution. Laboratory Equipment and

machines: Every department maintains stock registers for keeping the list of chemicals, glassware, equipment and other instruments used in the laboratory. They also maintain consumption register regularly to keep account of the used material and non-functional glassware, miscellaneous items etc. **Computer and IT infrastructure:** We maintain stock register and deadstock register regularly to keep record of the functional and nonfunctional items. Maintenance and upgrading is looked after at departmental level (BCA) and concerned technicians and service providers are hired whenever necessary. **Furniture related items:** The Head of the Institution looks after the maintenance and minor repair work of the furniture and fixtures and other physical infrastructure. **Maintenance of Library/ Library Materials:** Accession and deadstock registers are regularly maintained to keep the record of updated and dead stock accessions. The sports department regularly maintains the stock register for the equipment and materials related to the sports. The deadstock register is also maintained to keep record of functional and non-functional items.

File Description	Documents
Upload any additional information	View File
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

4376

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

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

129

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

**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**

D. 1 of the above

File Description	Documents
Link to institutional website	NIL
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

76

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

76

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

47

File Description	Documents
Self-attested list of students placed	View File
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**

180

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

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**

71

File Description	Documents
Upload supporting data for the same	View File
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.**

08

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

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

In general, the Students Council is comprised of the elected members from among the students through the process of election. But the students' election process has been suspended by the Higher Education Department, Government of West Bengal since 2018.

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

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

27

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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)	View File

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

There is an Alumni Association of the college that contributes to the development of the institution through their supportive services. It is not yet registered. The Department of Chemistry has a very effective Alumni Association which financially helps the needy students for their higher education. In addition, they donate books to the departmental library. They also help financially to conduct national seminar in the department of chemistry. Apart from these, they also provide valuable information regarding the scope of various job positions including PHD and Postdoctoral scope. Dept. of English also have a separate Departmental Alumni Association.

However Dr. SOMNATH MAJI, Associate Professor, I.I.T. Hyderabad donated Rs.2500.00 (two thousand five hundred only) to Departmental alumnifund in the said session.

In the session 2022-23, Alumni Association considered the application given by TAIAB ANSARY, student of final semester, Department of Chemistry, Raghunathpur College praying for Rs.10000.00 (ten thousand only) because of his admission to the M.Sc.-Ph.D. Dual Course on Energy Science & Engineering at I.I.T. Bombay. After considering his financial condition, association sanctioned the aforesaid amount and disbursed to TAIAB ANSARY successfully.

File Description	Documents
Paste link for additional information	https://www.raghunathpurcollege.ac.in/alumni
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Imparting holistic and quality education to students coming from all strata of society and helping them understand and realize their full potential is the mission of the college. We are also committed to making education a means of empowerment for underprivileged students. We envision education as a liberating force which is enshrined in our motto: 'sa vidya ya vimuktaye'. We encourage students to participate in inter-college and intra-college cultural or sports events in order to nurture their talents and make learning a joyful experience which is not confined to the classroom and the book.

The governance of the college is aimed at providing the best possible education to students of this economically backward region despite the inadequacy of infrastructure and funding. Participation of all stakeholders is solicited for the running of the institution. At the beginning of the session, Teachers' Council nominates the members of various committees entrusted with the conduct of specific activities. Teachers' representatives in the Governing Body and the IQAC ensure that the policies adopted serve the interests of students in the best possible way. Mentoring is done continuously to meet the academic and emotional needs of students. Feedback is regularly collected from all stakeholders including students and their suggestions are acted upon after careful consideration.

File Description	Documents
Paste link for additional information	Nil
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.

At the outset of the academic year, the composition of the sub-committees entrusted with specific tasks pertaining to the management of the institution is determined at a meeting of the teachers' council. The members of the sub-committees are nominated by the members of the teachers' council after extensive discussions and the composition of these bodies are regularly reshuffled to ensure uniform distribution of responsibilities among teachers with a view to ensuring efficient management of the institution and professional growth of its faculty. The Governing Body, IQAC and all sub-committees are constituted by teacher's representatives while administrative committees include non-teaching staff representatives. Decisions regarding policy, admission, examination, discipline, grievance and other important aspects of the governance of the institution are collectively taken by the Principal, Governing Body, Teachers' Council and the IQAC. The departments exercise considerable autonomy in making decisions regarding the mode of teaching and evaluation as well as organization of seminars and lectures. The college encourages a spirit of collaboration among the departments in order to pursue academic excellence and administrative efficiency. All departments autonomously plan and organize their respective academic and cultural activities. Students take part in the decision making process of IQAC.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution strives to put its strategic/ perspective plan to practice by closely monitoring the progress and outcome of its various projects. The sub-committees furnish reports from time to

time documenting the progress of various projects they are entrusted with and the difficulties they encounter. These reports are properly evaluated and necessary measures are taken to expedite the work.

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

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

As a government-aided college, this institution is fully governed in matters of administrative setup, appointment and service rules, procedures by the rules and regulations of the Higher Education Department of West Bengal Government. Curriculum and the modalities of examination are determined by Sidho-Kanho-Birsha University to which the college is affiliated. The Governing Body, the Principal, the heads of the departments and the various academic and administrative sub-committees of the college all work in unison to effectively realize the policies and conform to the rules drawn up by the government and the affiliating university.

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

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Being a Govt. sponsored college, the Govt. of West Bengal offers the following welfare schemes for all its employees. 1) General Provident fund for the employees of the college. 2) Retirement benefits like Pension including Family pension and gratuity 3) 14 days casual leave, 30 days earned leave in a year. 4) Maternity (180 days- maximum) and paternity (15 days) leave and 720 days child care leave for women employes-maximum for two children 5) Maximum 300 days leave encashment benefits to its employees. 6) Dress allowance is provided to the non-teaching staff once in a year. 7) Interest-free Duga Puja Advances are provided to the employees. 8) There is a registered ECCS in the college which provides emergency loans and other loans to the staff.

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

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

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

0

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

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

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

0

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

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

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

14

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

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

The Performance Appraisal System for teaching and non-teaching staff is followed as per the Government Guidelines. The Internal Quality Assurance Cell (IQAC) of the institution invites applications from the faculty members in the prescribed proforma during their promotion, which are verified and checked by the IQAC and the Head of the Institution and then forwarded to the Screening/Selection Committee comprising the Government Nominee and the Subject Experts from the affiliating University. The verified files are subsequently sent to the Department of Higher Education, Government of West Bengal, for necessary action. For non-teaching staff, there is no such provision of Performance Appraisal System as per govt norms.

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

6.4 - Financial Management and Resource Mobilization

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

Financial audit of the accounts is an important process and is strictly conducted according to the rules of the government of West Bengal for the sponsored colleges of the state. The college undergoes an external audit conducted as per guidelines of the higher education department, Govt. of West Bengal. An external audit firm verifies and confirms all finance related documents. Report of

audit is submitted to the Higher Education Department and Directorate of Public Instruction, Govt. of West Bengal. All financial transactions in the college are strictly monitored by the Principal of the College. The copies of the audit are also preserved in the college for record.

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

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

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

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

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

1) All financial policies are framed by the Governing Body. 2) Depending on the availability of funds, Governing Body allocates funds on priority basis under different heads like infrastructure development, ICT facilities, purchase of library books etc. 3) After meeting the necessary expenditures, the surplus amount is deposited in bank as fixed deposit according to the decision of the Governing Body to earn some additional income as interest. 4) Computer Lab and other smart class rooms are used during the college hours as and when necessary by the departments according to the master routine.

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

6.5 - Internal Quality Assurance System

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

? The IQAC has submitted the AQAR for 2021-22 and has presented the same before the governing body of the college. ? The IQAC has initiated an annual exhibition where students from the various Departments of the college can showcase their talents in a spirit of healthy competition. ? The IQAC has started the custom of observing every fifth day of the month as NO VEHICLE DAY on campus as a measure for increasing environmental awareness among students and faculty. The NSS overlooks regular planting of saplings to the same end. ? The promotions of thirteen teachers to higher stages in their careers, including one to the post of associate professor, have been carried out under the aegis of the IQAC, which has prepared the annual performance index of each teacher. ? The IQAC holds meetings with every department to analyze the results and suggest ways of improving the overall performance of students.

File Description	Documents
Paste link for additional information	Nil
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 contributes significantly to the implementation of strategies in different fields 1) Extending cooperation for online admission. 2) Human resource management including holding classes, CAS of the teachers etc. 3) Dealing with students' affairs 4) Recommendation for updating library facilities 5) Encourages teachers to undertake research activities. 6) Tree plantation by teachers. 7) Encourages teachers to hold remedial classes for academically weak students.

Some of the activities of IQAC in this regard are: 1. Academic monitoring: The academic monitoring committee supervises the regularity and quality of classes taken. 2. Personal care for exceptional and backward students : The teachers conduct special classes and interactive sessions for the students wherever needed. 3. Syllabus Monitoring: The Principal and the IQAC Coordinator ensure that the prescribed syllabus is completed within the stipulated time. 4. Result review: Regular analysis of the result of each department and suggesting measures for improvement, if necessary.

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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

A considerable percentage of the total employees and students is

female. The Institution provides justice and fairness in distributing benefits and responsibilities between men and women. The Governing Body is headed by a lady President. Different committees of Teachers' Council are led by female teachers as either its Convener or Joint Convener. IQAC has female representatives. Anti ragging committee and Anti Sexual Harassment Committee and Women Cell monitor and ensure women safety. Both the male and female students are sensitised to make the college campus gender sensitive. There is a Girls' Common room with attached toilets and sanitary napkin vending machine. Students enter into the campus by showing their college Identity Cards. In College Annual Sports Meet, equal number of events were arranged for male and female participants. Girls' Kho Kho and Kabaddi Team won prizes in DPI sports and games championship, Intercollege Athletic championship (SKBU). Many Girl students became University topper, cleared national level competitive examinations, progressed to reputed institutes. Female students join NSS Units and shoulder equal responsibilities in various programmes. In the Annual Cultural Programme, a huge number of girl students took part. Some departments presented programmes related women empowerment, equality of women, women rights etc.

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	https://raghunathpurcollege.ac.in/images/pag_epdf/17031502083527.1.1_LONG.docx

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

C. Any 2 of the above

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste

management Biomedical waste management E-waste management Waste recycling system
Hazardous chemicals and radioactive waste management

Environmental Management committee of the Institution is dedicated to waste management issues. Concerned staffs are properly trained about waste management system which is refreshed periodically.

Solid Wastes generated from college campus are first collected through bins placed at different places and are disposed off by cleaning staffs. Reusable solid wastes are recycled through vendors under supervision. The Institution puts sincere efforts to maintain the campus as "plastic free zone" .

Biodegradable wastes are dumped into a pit for reusing as fertilizer .

Liquid Waste is drained properly ensuring no environmental contamination.

Biomedical Waste management system in this Institution comprises the steps:

Segregation (into color-coded bags to separate different waste),

Labeling (containers are properly labeled),

Storage stored in a secure area

Documentation (Proper documentation of generation storage and disposal are maintained).

Regular audits are arranged to ensure effective biomedical waste management system.

Chemical waste from Chemistry laboratory are stored in appropriate containers. After proper labeling disposal is done in a safe and environmentally sound manner that compiles with all applicable state and local regulations.

An e-waste collection box has been installed in college. Everyone is encouraged to deposit their e-waste, which is disposed off time to time through vendors.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://raghunathpurcollege.ac.in/images/pag_epdf/17033157164897.1.3_photo-1.pdf
Any other relevant information	View File

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

E. None of the above

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

7.1.5 - Green campus initiatives include

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

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

B. Any 3 of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

D. Any 1 of the above

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

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

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

D. Any 1 of the above

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

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

Providing an inclusive environment inculcating the values of

tolerance and harmony towards cultural, regional, linguistic, communal, socio economic and other diversities is a prime concern of the Institution. Both student and Teacher profile reflects a balanced proportion of SC, ST, OBC-A, OBC-B, physically challenged category according to Government policy. Institution offers reasonable Fee structure to provide education to all. Students belonging to economically challenged sections enjoy Half free ship or full free ship from Principal's end, economic assistance from Teachers' Council and from Departmental teachers . Excursions, Picnics, Sports and cultural programmes etc. promote mutual harmony and happiness. During college social, indigenous cultural items such as Chhou dance, Adivasi dance, Tusu/Vadu song is performed. Celebration of International Mother Language Day (21.02.2023) inspired to love one's own mother language and to respect others' too. There are ramps and a wheel chair for orthopedically challenged persons. Non-Teaching staffs are equally involved in various college programmes such as sports, cultural programmes etc. Participation of girl students in college sports, cultural programmes, NSS activities reveals the sincere effort of the Institution towards establishing gender equality. All Departments work sincerely to cater to the needs of all students irrespective of religion, caste, creed and gender.

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

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

To sensitize the students and the employees towards the values, duties, rights and responsibilities of the citizens, the Institution puts utmost effort. Like every year, the Institution celebrated Independence Day(15.08.2022) and Republic Day(26.01.2023). NSS units of the college organized an online programme on Constitution Day (26.11.2022) to highlight the importance of constitution in a democratic republic and to make aware of the rights, duties and responsibilities of citizens. Cyber Security week (31.10.22 -06.11.2022)was observed to encourage students teachers and non-teaching staffs to uphold highest standards of honesty and integrity

and to follow probity of rule of law in all walks of life. The students of the Institution participated in National Youth Parliament Competition (Dept. of Parliamentary Affairs, Govt. of West Bengal). It strengthens the roots of democracy, sense of constitutional obligations enabling the student community to understand the working of our Parliamentary institutions. Voters Day (25.01.2023) was celebrated by Dept. of Political Science and NSS units jointly to generate awareness about a voter's duties and rights. Students and employees of the Institution were encouraged to take Data Privacy Pledge as a responsible citizen to protect data loss and data theft on the occasion of Data Privacy Day (28.01.2023).

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

Every year, the Institution celebrates/organizes national and International commemorative days, events and festivals in the college campus with active participation of students, faculty members and non-teaching staffs. Different departments, committees and NSS units of the institution organised different events during the year 2022-23. The events included Celebration of World Environment Day (05-06-2022), International Yoga Day(21.06.2022), 76th Independence Day (15-08-2022), Teachers' Day Celebration (05-09-2022), NSS DAY (24-09-2022) Birth Anniversary of Pandit Iswar Chandra Vidyasagar (26.09.2022), Constituion Day(26.11.2022), National AIDS Day (01-12-2022), National Mathematics Day (22-12-2022), Yuva Diwas(12-01-2023), Birth Anniversary of Netaji Subhas Chandra Bose (23-01-2023), National Voter's Day (25-01-2022), Republic Day Celebration (26-01-2023), Celebration of International Mother language Day (21-02-2023), National Science Day (28.02.2023), Rabindra-Nazrul Jayanti (16-05-2023).

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

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format

provided in the Manual.

1. To combat with the environmental pollution, the college has taken initiative to observe "No Vehicle Day" on fifth of every month. On that day no vehicle powered by diesel or petrol is allowed to enter into the college campus. All are encouraged to use public transport or e-vehicle . This is an initiative to convey the message to save fuel and to keep the environment pollution free.

2. To showcase aesthetic talents and to develop social skills of the students, Raghunathpur College organized a Two-Day Interdepartmental Annual cultural programme and exhibition on 27.4.23 and 28.4.23 in the college campus. Each of the 18 departments presented a cultural programme separately according to a theme , in their assigned time slot. Exhibition stall was also set up by each department in the college auditorium. Apart from college students and staffs, a huge numbers of outsiders visited college during these days and highly appreciated the concept.

File Description	Documents
Best practices in the Institutional web site	View File
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

The College puts a great emphasis on the environmental awareness in the College premises and among the students individually. Environmental Digital Weather Clock is installed in the College that measures temperature humidity, carbon emissions and pollutant particles. Solar panels have been installed to reduce traditional mode of electricity consumption. The central library now runs exclusively on solar electricity. Plantation programs are regular. Each new teacher who joins here and each who retire plant a tree each and takes responsibility of its growth and development entirely on his own. Commemoration of the Environment Day on 5th June is done. In addition, the 5th date of each month is observed as no fuel vehicle day. On that date, no fuel run vehicle is allowed in the College premises and the students and staff are encouraged to come on bicycles or on foot. The number of battery operated vehicle used by students to come to the College is on the increase. The College campus is made plastic free. Situated in the lap of the lushly

green Joychandi hills, the College is known for its soothing environment. The College authority tries to keep up this ambience and foster the spirit of going green among all the major stakeholders.

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

1. Enrichment of curriculum planning should be done emphasising the conduct of continuous internal evaluation.
2. Add-on courses will be introduced from the next academic year to integrate crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability.
3. The use of ICT tools will be made a regular part of the student-centric teaching-learning process by increasing classrooms, laboratories, computers and other physical-facilities.
4. Teachers should be incentivized to conduct research, publish papers and undertake projects and doctoral research.
5. The college should obtain feedback also from other stakeholders like teachers, employers and alumni and should be acted upon.
6. Every department should organize seminars and also be held in tandem with add-on courses.
7. The college should increase the number of MoUs signed with other institutions, NGOs etc. in order to promote collaboration/ linkage for faculty exchange, student exchange, other academic activities.
8. A boundary wall will be around the campus to secure the premises and beautification of the college campus along with its garden should be conducted.
9. The institution should carry on its cultural programmes to strengthen the environment of inclusivity and encourage tolerance and harmony.
10. Preparation for re-accreditation (Third Cycle) from NAAC and apply to NIRF for including in its ranking.