



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1. Name of the Institution

RISHI BANKIM CHANDRA COLLEGE FOR
WOMEN

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

- Phone no./Alternate phone no. **03325801905**
- Mobile No: **9432490530**
- Registered e-mail **rbccwomen@gmail.com**
- Alternate e-mail **lraymukherjee@gmail.com**
- Address **East Kanthalpara Road**
- City/Town **Naihati**
- State/UT **West Bengal**
- Pin Code **743165**

2. Institutional status

- Affiliated / Constitution Colleges
- Type of Institution **Women**
- Location **Urban**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **WEST BENGAL STATE UNIVERSITY**
- Name of the IQAC Coordinator **Dr. Manika Biswas**
- Phone No. **9830927835**
- Alternate phone No. **03325801905**
- Mobile **9432490530**
- IQAC e-mail address **rbccwomen@gmail.com**
- Alternate e-mail address **lraymukherjee@gmail.com**

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

<http://rbccwomen.org/doc/AQAR%20REPORT%202020-21.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

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

<http://rbccwomen.org/pdf/igac/Academic%20Calender/Academic%20Calender%202021-2022.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.35	2004	16/09/2004	15/09/2009
Cycle 2	B	2.08	2016	02/12/2016	01/12/2021

6. Date of Establishment of IQAC

25/03/2014

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
Nil	Nil	Nil	Nil	0

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

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

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

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

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

- If yes, mention the amount

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

- Initiation of Webinars and Seminars by teachers & students in collaboration with IQAC.
- IQAC encouraged the teachers to participate in online courses conducted by SWAYAM/MOOC for faculty participation.
- In the pandemic period all administrative works including monetary transactions for admission or any other fee collection were made by online mode under the supervision of IQAC.
- The College has signed MOU(s) with P.N. Das College, Palta, Shri Chaitanya Mahavidyalaya, Habra and Naihati Sannidhi (NGO). All agreed to participate in the fields of cultural activities, NSS activities, Research and Publication, Library facilities, etc.
- Community services like organizing Health Camp, post-Covid assessment of the adapted village to be organized under the guidance of teachers, Principal and IQAC coordinator.

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
Providing financial benefit to the poor students of the college to continue their study	The college provides Kanyashree Prakalpa scholarships to poor students. The college also provides fee concession to poor students from college fund.
Career counselling programmes	Students can be get more knowledge on career opportunities for bright future.
Formation of WhatsApp groups of each semester students by every department	Sharing of study materials, all instructions regarding online examination procedures, submission of project reports, answers scripts in pdf format.
Feedback form collection from the students	Regular feedback form collection from final year students.
Upgradation of the teachers & subjects	Refresher course, Orientation programme, short term course.
Internal continuous evaluation system. Preparation of the result of the students	Mid-term examination conducted. Tutorial class for students.

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	29/09/2021

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	RISHI BANKIM CHANDRA COLLEGE FOR WOMEN
• Name of the Head of the institution	Dr. Lana Mukhopadhyay
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03325801905
• Mobile No:	9432490530
• Registered e-mail	rbccwomen@gmail.com
• Alternate e-mail	lraymukherjee@gmail.com
• Address	East Kanthalpara Road
• City/Town	Naihati
• State/UT	West Bengal
• Pin Code	743165
2.Institutional status	
• Affiliated / Constitution Colleges	
• Type of Institution	Women
• Location	Urban
• Financial Status	Grants-in aid
• Name of the Affiliating University	WEST BENGAL STATE UNIVERSITY
• Name of the IQAC Coordinator	Dr. Manika Biswas
• Phone No.	9830927835

• Alternate phone No.	03325801905				
• Mobile	9432490530				
• IQAC e-mail address	rbccwomen@gmail.com				
• Alternate e-mail address	lraymukherjee@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://rbccwomen.org/doc/AQAR%20REPORT%202020-21.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://rbccwomen.org/pdf/igac/Academic%20Calender/Academic%20Calender%202021-2022.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.35	2004	16/09/2004	15/09/2009
Cycle 2	B	2.08	2016	02/12/2016	01/12/2021
6.Date of Establishment of IQAC			25/03/2014		
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	
Nil	Nil	Nil	Nil	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			4		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have			Yes		

been uploaded on the institutional website?	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
<ul style="list-style-type: none"> Initiation of Webinars and Seminars by teachers & students in collaboration with IQAC. IQAC encouraged the teachers to participate in online courses conducted by SWAYAM/MOOC for faculty participation. In the pandemic period all administrative works including monetary transactions for admission or any other fee collection were made by online mode under the supervision of IQAC. The College has signed MOU(s) with P.N. Das College, Palta, Shri Chaitanya Mahavidyalaya, Habra and Naihati Sannidhi (NGO). All agreed to participate in the fields of cultural activities, NSS activities, Research and Publication, Library facilities, etc. Community services like organizing Health Camp, post-Covid assessment of the adapted village to be organized under the guidance of teachers, Principal and IQAC coordinator. 	
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
Providing financial benefit to the poor students of the college to continue their study	The college provides Kanyashree Prakalpa scholarships to poor students. The college also provides fee concession to poor students from college fund.
Career counselling programmes	Students can be get more knowledge on career opportunities for bright future.
Formation of WhatsApp groups of each semester students by every department	Sharing of study materials, all instructions regarding online examination procedures, submission of project reports, answers scripts in pdf format.
Feedback form collection from the students	Regular feedback form collection from final year students.
Upgradation of the teachers & subjects	Refresher course, Orientation programme, short term course.
Internal continuous evaluation system. Preparation of the result of the students	Mid-term examination conducted. Tutorial class for students.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	29/09/2021

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	16/12/2022

15. Multidisciplinary / interdisciplinary

Issue	Course Name & Code	Description	Activity
Interdisciplinary Studies	1) Media and Mass Communication (ENGGGEC01M) 2) Soft Skills (ENGGDSE04T)	1) The course aims to provide the students a critico-creative overview of media reporting, and online as well as print communication. Students are also indoctrinated to the principles of media communication and to the mechanism of online and print communication. 2) To increase the professional skills and employability credentials of students, they are taught skills of teamwork, emotional intelligence, employability skills, workplace etiquette, problem solving skills, learning skills (attitude, aptitude, motivation, confidence). This boosts the confidence of students in professional fields and also increases their chances of employment.	1) Interactive classes are in collaboration with the department of journalism equips the students with the technical aspects of communication and literary writing. 2) Interactive classes and demonstrations regularly to ensure students' confidence of these skills.

16.Academic bank of credits (ABC):

Nil

17.Skill development:

Issue	Course Name & Code	Description	Activity
Skill Development	1)English Language Teaching (ENGSSEC01M)	1) English Language Teaching or ELT	1) Special interactive

		<p>develops the four linguistic skills namely listening skill, speaking skills, reading skill and writing skill of students in English and teaches certain nuances of effective communication. This skill provides scopes of professional engagement in diverse fields.</p> <p>2) Creative writing encourages and fosters the literary creativity of students and familiarizes them with the nuances and technicalities of creative writing. This enriches their prospects in professional fields like content writing, publishing and editing, media & advertising etc.</p>	<p>are arranged performance assessment ensure the acquirement of skills.</p> <p>2) Department magazine is published encourage creativity students. Department institution magazines published this aspect</p>
	2) Creative Writing (ENGSSEC02M)		

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

Issue	Course Name & Code	Description	Activity
Integration of Indian Knowledge System	1) Indian Classical Literature (ENGACOR01T)	1) This section teaches backgrounds and themes of Indian epic, classical Indian drama and dramatic theories, theories of alamkara, rasa, dharma etc. This section enlightens students	1) Audio-visual special class arranged for effective and learning students present presentations showcase their understanding

about classical issues in Indian socio-cultural and literary contexts, development of literary theories and literary genres, and different technical aspects. The classical Indian texts of Mahabharata, Mccchakatika, Kadambari, and Abhijnana Shakuntalam are taught to grow an acute understanding of classical age of India and its literature.

2) This section teaches the dynamics of Indian Writing in English, themes and contexts of Indian English novel, aesthetics of Indian poetry, and modernism of Indian English literature. In this section students get to know the development of Indian English literature and the cultural traits of India in 20th century.

2) Audio-v and film a are shown for their comprehens understand topic.

3) This course teaches select texts to familiarize students with the relevant issues of India society like Caste/Class, Gender, Race, Violence and War, Living in a

2) Indian Writing in English (ENGACOR03T)

	<p>3) The Individual & Society (ENGGCOR01T/ ENHGGE02T)</p> <p>4) Poems and Short Stories(ENGGCOR02T/</p>	<p>Globalized World. Indian texts are placed along with text from world literature to enable students to contextualize their learning.</p> <p>4) This course teaches the diversity of Indian society and its versatile literary traditions. This course also covers the linguistic plurality within Sufi and Bhakti traditions, language politics of Hindi and Urdu, literary cultures of Gujarati and Sindi, and writings in English. This course also covers literature from the margins like tribal verse, dalit voices, select women-centric writings from Kannada and Bangla.</p> <p>5) This section teaches poems of Faiz Ahmad Faiz, Jibanananda Das, Gulzar, Novels of Khuswant Singh, Intizar Husain, and short stories of Dibyendu Palit, Manik Bandyopadhyay, Saadat Hasan Manto, and Lalithambika Anantharajanam to bring to the students</p>	<p>3) Project of Indian society and its performance evaluation emphasized teaching &</p> <p>4) Student projects to their understanding of the syllability of representat</p>
--	---	---	--

	<p>ENHGE02T) (Text-Cultural Diversity: Selections from Modern Indian Literature)</p>	<p>the dimensions and dynamics of Partition holocaust. The trauma of the event and its cultural hegemony and its socio-political ramifications are taught in this course.</p>	<p>5) Audio-v classes ar Film adapt related do are also s comprehens understand phenomenon</p>
	<p>5) Partition Literature (ENGADSE02T)</p>		

<p>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</p>	
<p>OUTCOME BASED EDUCATION (OBE)</p>	
<p>The institution is trying to adopt all possibilities of the instructional and students' assessment practices to achieve certain specified outcomes and to develop the key capabilities and qualities among students at the end of their study. To improve those capabilities or qualities, the institution has followed both structures and curricula designed by the affiliated</p>	

universities.

Future Ready Curriculum Design:

The institution follows the CBCS pattern to provide choice for students to select from the prescribed courses (Core, Elective or Ability and Skill Enhancement as well as soft skill courses) keeping in view the students' future and their further studies.

As an affiliating institution, the institution follows the major practices in Curriculum and Assessment prescribed by the affiliating university along with adopting own innovation and restructuring of curriculum and assessment in education to reflect the achievement of high order learning.

Smooth Curriculum Delivery:

The concerned subject departments distribute the contents in the curriculum (syllabus distribution) among the faculties as per their specialisation and experiences for smooth curriculum delivery. The departments prepare the academic calendar, arrange the tutorials and remedial classes. The Seminar as well as Webinars, group discussions, online learning, blended learning, and mobile learning, quizzes and other methods are organised for effective delivery of curriculum. Study materials, notes and question banks are provided in the class and Google Classrooms, through mails and WhatsApp.

Flexible Assessment Models:

During the lockdown and pandemic situation, the institution followed the Flexible Models of Assessment where students were given freedom in how, what, when and where they appear the examinations. Both offline as well as online examinations were conducted. The faculties conducted internal examinations by sending questions and receiving answer scripts by mail, WhatsApp and in Google Class Rooms. Some faculties conducted on line viva and took interviews for internal assessment. Some faculties

create the Google form for the receiving the scripts. The diagnostic and formative assessments were done and lessons were delivered as per the analysis of the students' performances in above assessments. The results of this assessment process were applied to the further development of the program.

Measurable Learning Outcomes in real-time: Each Course was delivered in the institution with formulated specific program outcomes what a program is expected to accomplish that foster attainment of the program objectives and Learning outcomes what students are expected to demonstrate in terms of knowledge, skills and values upon completion of a course or Semester end examinations. For better Learning Outcomes, the intuition had focussed on the Student learning behaviours, appropriate assessment methods and specific student performance criteria or criteria for success.

Unified Online Assessments with OBE

In Pandemic period, the Online and Blended mode were followed in conducting examinations. The assignment-based exam (ABE), open-book exam (OBE), video (VVE) and audio-viva exam (AVE) were arranged. The question papers were made Students' Class WhatsApp group and shared in Google Classes for the candidates. been provided freedom to take help of textbooks, classroom notes or any other. The logic behind such an examination is reasoning instead of recalling the the asked questions were more conceptual rather than factual, questions were in understanding as well as reflective level rather than knowledge level.

20.Distance education/online education:

As we all were going through the pandemic situation in 2020-21, IGNOU as a largest Open-Distance University too had to shift Counseling from Offline to Online mode so that this adverse situation could not affect educational services to any learner.

To meet this new requirement our Study Center with the help of our counselor and office staff created different whatsapp groups for concerned subjects and delivered it's continuous services.

For submission of assignments and their evaluation the Study Center was available for online as well as offline as the situation permitted maintaining proper sanitization. In the period of 2020-21 many more Under Graduation and Post Graduation Programmes has been approved in our Study Center which is benefitting surrounding localities more.

Though this adverse situation had compelled maximum Universities to conduct online or open book examination, IGNOU was quite convinced to go by Offline Examination and that was successful. Off course the directions and suggestions from Regional Centre, Kolkata, IGNOU had guided us very well.

Extended Profile

1.Programme

1.1	15
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	3623
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	975
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	997
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	30
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	31
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	15
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	41
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	
During the academic period June 2021 to July 2022 a blended mode	

of teaching was adopted according to the situation. Whatsapp groups and google classroom of all undergraduate and postgraduate departments involving all semesters opened previously were kept active by the departmental teachers.

- The number of classes for each topic was decided according to the syllabus and credit assigned to each topic/group/paper etc.
- College provided well-constructed routine/schedule/time-table for each year/semester.
- Teachers prepared their lectures according to the syllabus allotted.

We have a central library with open access system and many departments have their departmental libraries. Inflightnet (e-books and e-journals) facility is available for the teachers and the students. Students were able to access the library online through Web OPAC. The librarian had also opened a WhatsApp group with all the students.

- Various classroom teaching methods were used such as.
- ICT enabled teaching learning method, use of different softwares, use of scientific models and charts for effective lecture delivery, distribution of class notes by teachers.
- Seminars by students related to curriculum, paper presentation.
- Regular class tests and internal assessments for theory and practical classes, viva voce are done.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

As an affiliated institution of the West Bengal State University, the evaluation norms of the university are strictly

followed. The current session followed a Credit based evaluation system. The college has adopted a method of assessing

the academic performances of the students on a continuous basis.

Continuous assessment in theory subjects as per

WBSU norms includes marks for Internal Assessment and class attendance. Within this framework the college conducts

the Internal Assessment department-wise according to a proper schedule. The marks obtained by the students and the

score for attendance are both uploaded in the University website at the appropriate time. In the Humanities stream.

a tutorial component is also part of the Internal Assessment conducted according to a well defined schedule. The syllabus and

timing of these assessments are communicated to the students well in advance. Besides these formal assessments,

revision work, class tests, assignments and students presentations are integral to the teaching-learning process.

During the pandemic sessions, a continuous system of online evaluation was put in place. Besides evaluation,

the Institution strictly adheres to the semester-wise academic calendar as set by the University in curriculum

delivery and a fulfilment.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

B. Any 3 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	View File

1.2 - Academic Flexibility

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

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

19

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)

9

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

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

226

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

during the year

226

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 institution is an affiliating college that through its co-curricular activities tries to inculcate values and ethics among its students. It ensures not only effective curriculum delivery but also makes every effort to impart a holistic education that goes beyond the curriculum through myriad activities conducted throughout the year. Through these programmes students imbibe universal moral and social values, sensitivity towards gender issues and environmental consciousness.

1. Observation of Women's Day
2. Environmental education through projects, field work. Students are also encouraged to participate in different programmes

like online quiz contests for enhancing awareness related to the environment.

1. Human values promoted through activities of the NSS. The NSS unit of the college organised webinars on environmental

awareness and sustainability.

1. Community outreach and other social welfare programmes
2. Value education and mental health webinars
3. Observance of Earth Day, World Environment Day, etc.
4. Upholding values of multiculturalism and diversity through functions like Independence Day and Republic Day celebrations

as well as through the activities of various clubs and societies, poster competitions, presentations, 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

12

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	View File
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

395

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	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	View File
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	View File
URL for feedback report	http://rbccwomen.org/UploadedFiles/324859A-DATA%20OF%20STUDEN'S%20FEEDBACK%20session%202021-2022%20(1).pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
2407	
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

517

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

The institution assesses the learning levels of the students and organises special programmes for advanced learners and slow learners.

For advanced learners the approaches adopted are as follows:-

1. More work in the form of projects and home assignments
2. A well stocked library with advanced reference facilities
3. Incentives in the form of merit scholarships and prizes
4. Encouragement for participation in inter-college and intra-college competitions, and paper presentations using ICT
5. Special lectures by the speakers from various fields
6. Free internet access
8. Counselling by faculty to appear for competitive examinations
9. Career fairs, seminars and workshops
10. Opportunities for publication in departmental journals and students' magazines
11. Identification of weak students made on the basis of interactions and assessment tests during classes.

The strategies adopted to level up the slowlearners are as follows:

13.Meeting and communicating to the weaker students their areas of weakness

14.Organizing remedial and tutorials classes

15.Teachers available beyond class hours to counsel the weaker students

16.Monitoring the progress of the students through written assignments and the progress record maintained

17.Evaluated answer scripts of college examinations discussed with students to identify and address their shortcomings

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

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

Number of Students	Number of Teachers
3528	73

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

As per the variations in nature of the disciplines, the faculties adopted various Teaching-learning methods which included Lecture Method, Discussion Method, Interactive Method, Project-based Learning, Classes Through the use PPT and computer-based materials, Classes through Dedicated Meet link within Classroom, Classes through you-tube, Experiential Learning, etc. to make learning more interesting.

Conventional Methods: Commonly adopted teaching-learning strategies by faculties includes Class lectures, teacher-led instruction, pre-planned units, lecture method and discussion methods using Textbooks, reference books, lesson plans, workbooks, charts and supplemental reading materials. This method facilitates the teacher to interpret, explain and revise the content of a text-only for better understanding of the subject by the learners.

Interactive Methods: The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, subject quiz, news analysis, discussion, and questions and answers on current affairs pertaining to the own disciplines.

Participative Learning: Participatory methods like Discussion, Inquiry based, Problem-solving, Projects, Storytelling, Debate, Quizzes, Flipped Classroom, Videos, Workshops, Seminars, Demonstration, Google Classroom, Guest lecture, Worksheets, PPT, Project-based learning, etc. are adopted.

Experiential Learning and Problem Solving Methodologies: Assignments based on Problems, Blended Learning and Educational Technologies, Continuous Assessment and regular feedback, Project-based learning, Field Trips and Educational Tours, etc. are adopted.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://drive.google.com/file/d/1l88ucXig5JXd2o39ane95T0NugsRl_Ff/view?usp=share_link

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

Rishi Bankim Chandra College for Women provide all modern technological support for teaching and learning process. Being a modern institute, R.B.C. College for Women encourages the use of ICT enabled tools and online resources for effective teaching-learning process. Most of the teachers of the college use ICT tools & resources available in the campus. During the lockdown period, they conducted online classes through video conferencing on the platform of Google Meet or Zoom. Webinars too were organised

online for the benefit of students, scholars and faculties. The social media platforms like YouTube and whatsapp were also used to communicate to the learners. There is a computer lab in the college to provide support to the Computer Lab based subjects. The college library has e-resource and web OPAC where students and faculties browse e-resources and whatsapp group for active communication. During the academic year 20-21, the institution organised two state webinars on 'Teaching, learning and evaluation in virtual platform' named 'Virtual Learning environment: Practical approach' and 'e-Adhyayan' with collaboration with K.K. Das College at Garia, Kolkata. The college offers to the faculties and students more than 50,000 e-books and nearly 6000 e-journals for which it subscribes annually.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://drive.google.com/file/d/1oA3ZJhZ75QMCpra_kAJBD-tPO7_LVgOh/view

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

73

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

2.4 - Teacher Profile and Quality

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

28

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

0

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)	No File Uploaded

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

28

File Description	Documents
Any additional information	View File
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.

Examination Committee coordinated all the internal examinations (mid-term & selection test) of the college before the commencement of the CBCS. The examination process included setting of question papers, evaluation of answer scripts within a stipulated period of time, submission of marks. Evaluated scripts of the mid-term examination were shown to the students. Following permission from the Principal, marks of the selection test were communicated to the students. Tutorials were also held on a regular basis. After commencement of the CBCS, some departments conduct the internal examination through google form, while other departments set question papers. But as the internal examination is a component of the university examination, the marks are not communicated to the students.

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

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

Mechanism to deal with internal/external examination related grievances is transparent, time-bound and efficient. The mechanisms for redressal of grievances with reference to evaluation are as follows: For university examinations:

- Review of answer scripts are done as per university norms
- RTI provision is also available.

The students forward their applications to the college helpline, where from the issues are forwarded to the affiliating university.

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.

Programme and course outcomes for all Programmes offered by the

institution are stated and displayed on website and communicated to teachers and students by time to time.

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

The institution follows the syllabi laid down by the affiliating university for all its subjects. It ensures the completion of the mentioned syllabi through a teaching plan that is also provided to the students at the beginning of the academic session. The Principal in coordination with the Heads of the Department monitor the execution of the assigned syllabus and it's timely completion. The final outcome of the course is evaluated through the performance of the students that is analysed at the end of each semester examination.

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

994

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	View File
Paste link for the annual report	https://drive.google.com/file/d/1xaN9mMEtZi8tGWZigjtf4H5YRcfM9z33/view?usp=sharing

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://drive.google.com/file/d/1J2kLGUyc-LIqDfOmrk50vTl-e89lakxe/view?usp=sharing>

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

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

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

0

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

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

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

14

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

3.2 - Research Publications and Awards

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

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

12

File Description	Documents
Any additional information	View File
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

1

File Description	Documents
Any additional information	View File
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

?Covid Vaccination Programme

To address the social commitment and community responsibility of the institution, College arranged a Covid Vaccination Camp on 4.10.21 in the college premises. It was held in the college by the Unit of NSS in collaboration with Naihati Matri Sadan.

?Poster during Covid-19

During the pandemic, College performed its social activities by organizing a poster campaign to increase Covid-consciousness among students and local citizens.

?Sanitization drive during Covid 19 pandemic

During the pandemic College arranged a sanitization drive in the campus and nearby locality in an attempt to reduce the spread of the virus. Guided by the Principal Dr Lana Mukhopadhyay, NSS and select departments organized NSS volunteers and students to carry out the programme from 19.11.2021.

?World Environment Day

The NSS units of College observed the World Environment Day on 05.06.2022. The programme was guided by and presided over by Dr Lana Mukhopadhyay. NSS volunteers and student volunteers participated in the programme along with select faculty members of the institution.

?Cloth distribution at Belpahari

In collaboration with Naihati SannidhiNGO and theCollege, under the initiative of the Principal Dr Lana Mukhopadhyay, arranged for a cloth distribution camp at Belpahari, Jhargram. It was held on 24.06.2022.

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

30

File Description	Documents
Reports of the event organized	View File
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

1656

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

3.4 - Collaboration

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

2

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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
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 infrastructural development of the Institution mainly focuses on the extensive use of ICT on teaching learning processes at both UG and PG level. Teaching learning activities - Smart classrooms, regular classrooms, tutorial spaces, seminar halls.

Classrooms - All classrooms are well maintained by space saving furniture with sufficient light and fans. Five Smart classrooms are associated with interactive projectors and white board. For uninterrupted power supply power back, up system also available.

Library - Internet facilities available for students in library for searching of web -OPAC for book catalogues, e-journals and online learning resources including reprography service.

Laboratories - All science departments have well equipped Laboratories. There is a Media Lab for Journalism and Mass Communication. One Computer Lab is there for practical IT related subjects. QGIS

Tutorial spaces - Several classrooms are used for tutorials and remedial coaching after regular classes for weaker students.

Seminar hall- Two dedicated seminar hall with audio-visual facilities (ICT Room at 3rd Floor of Vidyasagar Bhawan and Kamalakanta Sabhaghar at Ground floor at Old campus).

Specialized facilities - Provisions of wheel chairs and Ramp are

available for physically challenged students,

Corridors are utilized for displaying students departmental magazine, creative and research work

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/u/0/folders/1LzO4zSMcuSRKvYbGn2y_hSi7Xvqyt0_G

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

The Institution has seminar hall for celebration of cultural programme, beside this shaded rooftop free place also use for cultural programme and yoga practice session. The Institution has playground for sports and games.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/u/0/folders/1uF5IvzdJYzz4k0E0PdsmSq9N9TKelwtu

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

38

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/1e9cQE-haJ5hhz93adQb_T8bHGZi89BT4?usp=drive_link
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)

1553333

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
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 college library functioning under the ILMS, software name KOHA, is an Integrated Library Management Software (ILMS) which we installed (version 12.7) for the purpose of library automation in the year 2015. It is open-source library management software, developed by Katipo Communication Limited of Wellington, New Zealand in 2000. It integrated all In-house activities of library's day to day activities e.g. module acquisition, cataloguing and other five modules are related with circulation, OPAC, administration, etc. This modular arrangement of the library automation package is very much user friendly and acts as an integrated solution tool for the library management. With the help of KOHA our library provides OPAC through LAN and Web OPAC

services via the Internet to its clients. We also provide bibliographical services on a specific subject or author with the help of KOHA software. Our book database contains entries following the MARC21 bibliographic format. During data entry we try to use the Z39.50 copy cataloguing facility when available. We also renew the membership as demanded by the users.

KOHA :

Fully

12.7

2015

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://drive.google.com/drive/u/0/folders/1zlU6imGjlp3Sfuond3a3ABwRNsc7G0JO

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)

0.259

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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

42

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

Total Computers

Computer Labs

Internet

Browsing Centres

Computer Centres

Office

Departments

Available band width (MGBPS)

Others

Existing

64

2

2

1

1

1

19

512

1

Added

6

4

1

0

0

0

0

0

0

Total

70

6

1

1

1

19

512

1

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://docs.google.com/document/d/1aXG_lFZ4VM_QGCL093rt7r2bqxAnIT23/edit

4.3.2 - Number of Computers

70

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

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	View File

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)**

1480260

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
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.

Library- The Central Library of the college is fully automated through KOHA : Integrated Library Management Software. The Librarian and staff look after the maintenance upgradation of the Library. Books, journals, magazines are purchased as per the requisition from different departments. The library is spacious with a journal display rack and well lighted with filtered drinking water facilities. Presently the library has two adequate reading rooms under CCTV Camera vigilance and also provides high speed Internet facilities for students and faculties with a number of desktop computers. It has a stock of more than 16,000 books and various journals on different disciplines, e-books and e-journals are also available through N-List membership and the library also provides photocopy service to the students and faculties.

Laboratories - Science departments have well equipped laboratories. Equipment apparatus are purchased when required. Annual maintenance of the apparatus is supervised by the respective departments.

Sports - Annual Sports is organised every year by the college. The Sports Subcommittee of the college encourages the students to participate in various inter intra college competitions.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://docs.google.com/document/d/1nenvFA3fu4f5ssZ8urgjzBfekshoBTay03FuOrwaYck/edit

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	
1312	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	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	
0	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above

File Description	Documents
Link to institutional website	https://drive.google.com/drive/my-drive
Any additional information	No File Uploaded
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

1741

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

1741

File Description	Documents
Any additional information	No File Uploaded
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	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

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

5.2.2.1 - Number of outgoing student progression to higher education

101

File Description	Documents
Upload supporting data for student/alumni	View File
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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
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)	No File Uploaded

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)

College Administration in association with Students' Council works for the benefit of the students. The Administration with council pursues several activities within the college campus like Cultural Activities, Organising "Freshers' Welcome" to welcome the newly admitted students in the college, Celebration of birth anniversary of Rabindranath Tagore & Najrul Islam, Observation of Teachers' Day, Celebration of Basanta Utsav, a traditional Bengali cultural programme held before Holi, Sports Activities, Organising Science Day etc.

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

6

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

College has a registered Alumnae Association. The registration number is S/2L No 56507 of 2016-17. It conducted a relief camp after cyclone Yash during the pandemic.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/my-drive
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	No File Uploaded

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

The governance of our institution is according to the vision and mission of our institution with the following objectives and goals:

- Accountability
- Service to the society and nation
- Transparency
- Impartiality
- Inclusive development
- Preservation of ethnic and cultural diversity
- Sensitization about Gender-equality and Empowerment of Women
- Empowerment of the Backward classes
- Participative management.

The participation of the teachers, in various policy-making and executive bodies have been ensured through different Government and Statutory provisions and institutional mechanism.

Administrative Bodies:

Governing Body is the apex policy-making body of the college and has 3 Teachers' Representatives elected from among the full-time teachers.

The various sub-committees formed by the GB are:

1. Internal Quality Assurance Cell

2. NAAC Core Committee
3. Finance Sub-Committee
4. Building Sub-Committee
5. Purchase Sub-Committee
6. P.F Sub-Committee

Other committees/cells are:

1. Academic Sub-committee
2. Admission sub-committee
3. Examination Committee
4. Routine sub-committee
5. Anti-Ragging Cell
6. Grievance Redressal Cell
7. Career Counselling & Placement Cell
8. SC/ST/OBC Cell
9. Anti-Sexual harassment cell
10. NCC
11. NSS
12. Seminar committee
13. Publication committee
14. Library sub-committee
15. Research committee

The Bursar and Teachers' Council Secretary are selected from among the teachers

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.

Effective leadership is provided by top management of the institution in consultation with our Principal. Decentralization and participative management is present from the apex level to the ground level where the various departments enjoy autonomy regarding the distribution of academic assignments, using ICT tools, modalities of continuous and internal evaluation, organizing seminars/workshops, special lectures, extension lectures, and academic tours/ field surveys.

Faculty members are given the chance to be included in the Governing Body so as to enable them to participate in effective decision making. Decentralization and participative management is also facilitated through the shuffling of the various committee members/stakeholders so as to ensure active involvement of the faculty members in various activities of the institution. This entire process of decentralization and participative management is supervised by our Principal who is the ex-officio chairman of the committees. Different committees consisting of teachers, students, non-teaching staff and other stake-holders are given complete freedom in planning and decision-making so that the event/programme can be successfully executed.

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

With a view to facilitate Advancement of Learning and Need based Higher Education for our students, our college has undertaken Memorandum of Understanding (MOU) with 2 other NAAC accredited colleges namely Sree Chaitanya Mahavidyalaya and P.N Das College,

respectively on the following aspects:

1. Academic Exchange including joint classes for the students of both the colleges
2. Cultural exchange like commemoration of birth anniversaries of renowned personalities, observance of different International/ National Days, inter-college cultural competitions etc.
3. Sharing of few NSS activities
4. Publishing research articles such as proceedings of National and International seminars /webinars etc., or as edited volumes, academic journals of both the colleges, Students' Magazines/ webzines, departmental e-journals etc.
5. Sharing Library facilities of both the colleges.
6. Expenses incurred in connection with different programmes will be borne by the respective college of the participants/candidates.
7. If additional assistance is required, then Principal of both colleges will settle mutually after discussions.

Another MOU has been undertaken with Naihati Sannidhion the following aspects:

1. Work together for women empowerment.
2. Celebration of World Environment day.
3. Celebration of World Literacy day.
4. Keep our holy river Ganga clean.
5. Celebration of International Womens' day.
6. Medical camp.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://drive.google.com/file/d/1EUQ8n5X4Itb7Jxlx2i7zu-rze7Kz2Zt0/view?usp=sharing
Upload any additional information	View File

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.

The G.B President, Secretary and Principal form the nucleus of the administrative set-up. The Governing Body is the apex decision-taking body and has been formed under The West Bengal Universities

and Colleges (Administration and Regulation) Act, 2017. The Principal is empowered as the final authority in day-to-day running of the college. The entire process of coordinating and conducting the various activities and programmes of the college is carried out by our Principal along with IQAC co-ordinator, Departmental Heads, Teachers' Council Secretary, Librarian as well as the Convenors of various committees..

Special cells have been set up to look after the well-being of students such as Grievance Redressal Cell, Anti-Ragging Cell, Women's Anti- Sexual Harassment cell, etc.

Service rules and procedures are guided by the West Bengal State University Statutes and the rules of the state government. Recruitment of full-time teaching staff is conducted by West Bengal College Service Commission according to the rules prescribed by UGC. Non-teaching Staff are recruited as per state government rules.

Promotional policies of teachers are as per orders given by Dept. of Higher Education of West Bengal. Non- teaching staff are also promoted as per government guidelines.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://rbccwomen.org/index.php/index.php?option=com_content&view=article&id=2&Itemid=0
Upload any additional information	View File

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

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

Various welfare measures for both teaching and non-teaching staff are:

- • All statutory leaves are granted to faculty members and "on duty" leave is provided when teachers attend Orientation Programmes, Refresher Courses, Seminars, and Conferences at various levels.
- • Teachers are encouraged to apply for Major and Minor Research projects.
- • Employees can take loans from the Provident fund.
- • Unemployed successor of employees who die-in-harness are given employment.
- • The College runs an Employees' Co-operative Credit Society from where full time employees can avail loan facility at a moderate rate of interest.
- • The college ensures that no employee is denied the benefit of Career Advancement. The IQAC takes care of the promotion/placement of the Faculty.
- • Promotional benefits for Non-teaching employees on completion of 7/10/20 years of service, as applicable, are provided with concurrence of the Governing Body and the DPI, Govt. of West Bengal.
- • Our college provides Financial support such an annual festival advance to the teaching & non-teaching staff. The college grants an ex-gratia festival allowance to its casual employees each year.
- • The college also gives monthly advance to the newly joined substantive teachers/non-teaching employees till the formalities of approval and pay-fixation are completed.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1qvm0c0X84AKuvoz5yEiZXo4powTjn8VP/view?usp=sharing
Upload any additional information	View File

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

5

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

Our institution has an Internal Performance Appraisal system for its faculty members. The Principal monitors the performance of the faculty and non-teaching staff and suggests areas for improvement. Students are asked to provide feedback on-line and off-line about

all teachers. There are Grievance redressal and Suggestion boxes placed in strategic locations in the college. Non-teaching Staff is evaluated by the College administration from time to time and they have been given non-functional promotion after successful completion of seven/ten/twenty years of continuous service.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1S9eT7s8UoqcpSYi_mTZwMN21kX7Eb1d8/view?usp=sharing
Upload any additional information	View File

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

Institution conducts internal audit on a continuous basis. Statutory audits are conducted by Auditors appointed by Govt. of West Bengal. The institution has to provide satisfactory clarifications to any objections raised by the Higher Education Department. In addition, the CAG Audit may be undertaken on the basis of the Order of the Government.

The audit reports of the Financial Years 2017-18, 2018-19, and 2019-20 as prepared by Somnath Roy & Associates (chartered accountants) have been submitted to the Directorate of Public Instruction, Bikash Bhavan, Kolkata-700091 on 02-03-2022.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1H8oCHkAKisQoXljBpRGkrFhUSaxS953X/view?usp=sharing
Upload any additional information	View File

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)	No File Uploaded

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

The major financial resources are mobilized through:-

1. Grants-in-Aid from the Government of West Bengal to meet the salaries of the employees.
2. Tuition and other Fees collected from students (50% of the Tuition Fees collected are submitted to the account of the State Government).
3. Infrastructural grants of the Govt. of West Bengal
4. Some funds are also mobilized when the college campus is used as examination centre for university examinations.

Strategies adopted by the institution for optimal utilization of resources:

1. Utilization of available financial resources is controlled and monitored by the Finance Sub-Committee.
2. Different Plan grants received under specific schemes are utilized for the purpose received
3. The Annual Budget, prepared by the Finance Sub-Committee, makes allocations for different activities and also for nonplan activities as per the source(s) available.
4. All expenses as proposed by the Finance Sub-Committee must be approved by the Governing Body.
5. Quotations/tendering etc. are followed in procurements and purchases.
6. Payments for Central/State Govt. funds are made through PFMS.
7. Digital mode of payment is being increasingly preferred
8. Annual audit is carried out regularly.
9. Active Supervision by The Building Sub-Committee and Establishment Committee
10. Maintenance of Stock registers.

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

Firstly, our college has successfully implemented a Student Feedback System where it is mandatory for students to fill up a questionnaire at the end of each academic session on various aspects such as Academic Infrastructure, Teaching-Learning and Evaluation, Students' Support System and Student Progression with special emphasis on the lastmentioned aspect. The questionnaire covers various points such as choice of subjects, correlation between theory and practical classes, application of ICT, laboratory and library facilities, overall infrastructure, provision of online study materials, evaluation system, adequacy of teachers, services provided by non-teaching staff and office, role of students' union, etc.

Secondly, there is sustained emphasis on co- and extra-curricular activities to stimulate all-round development of our girl students. IQAC has regularly taken the initiative to arrange seminars/webinars on various topics for the students. Students are encouraged to contribute to society by helping the underprivileged through programmes arranged by IQAC, NSS and NCC.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1TI4GUG5VV_FdYl8avxCJnvbV2X9adDhD9/view?usp=sharing
Upload any additional information	View File

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

Regular meetings of the IQAC internally, as well as with the Principal and different committees were conducted to ensure stocktaking and earmarking of the scopes of improvement in all

possible spheres of campus life.

In case of teaching-learning process, the IQAC has motivated the teachers to update their knowledge through participation and presentation of papers in seminars/webinars/ workshops at regional, state, national and international levels. During the pandemic and post-pandemic months, interactive seminars/webinars were arranged by various departments for the benefit of the students during this period. Virtual platforms like Google Meet, Google classroom, Google Duo, WhatsApp, CISCO WebEx, Zoom, etc. were used during this period for live on-line teaching.

The college has a dedicated ICT room equipped with a smart board, overhead projectors, computers and audio-visual aids to facilitate teaching. The ICT room provides easy arrangement of seminars and lecture sessions delivered by eminent scholars in the field of academia.

To facilitate steady communication with students, each department has been instructed to maintain a Whatsapp group including all their students and teachers. Parents-teacher meetings too, have been arranged by all departments.

Regular feedback obtained from different stakeholders help in proper identification of the target area.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1PdAn_KkYO6Rn1CFM52zPUBKuQDgVzGnz/view?usp=sharing
Upload any additional information	View File

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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://drive.google.com/file/d/1G5K8uZw2TOfbySVJb6YY_ov1D5RAfs_V/view?usp=sharing
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)	View File

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) Safety and security:

#24 hours security staff.

#Posters on Women's safety in the campus with helpline numbers

#CCTV surveillance system in college campus. 18 CCTV cameras are installed in every corner of the institution and are regularly monitored and maintained.

#The Kanyashree scholarship scheme and other scholarships like SVMCM for girl students ensure financial security of the female students.

b) Counselling:

#The Women Cell of the college provides necessary psychological support to the students and employees.

c) Common Room:

#A sanitary napkin vending machine has been installed in the ground floor of the campus.

#A Girl's Common Room is located next to the college office.

e) Any other relevant information:

#Women's Day is celebrated on International Women's Day and eminent personalities from different fields like Cinema, actively associated with NGO (Naihati Sannidhi) shared their experiences.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/19cp02I3P2luC0w-9MR7tQ18Ucl1BvZdD/view?usp=sharing
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://drive.google.com/file/d/1WrNnaqU4RdcBOhBJfRNz9rKqShL0KCGL/view?usp=sharing

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
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

- Biomedical waste management**

Department of Physiology mostly had two types of waste particles.(a)Glass goods and(b)Blood soaked cotton. Glass goods are of two types: Slides with blood/tissue smear and Test tubes containing chemicals. They separately discard these two types of waste materials. Department of Botany and Zoology preserve the slides for the future use.

- E-waste management**

The old stock of computers, Printers, hard disks etc Those are not in use are properly stored.

- Waste recycling system
- Hazardous chemicals and radioactive waste management

The Chemistry department of our college has a scientific waste recycling system. They collect acid waste and basic waste and store them into specific waste container and neutralize accordingly to form corresponding salt. The organic solvents are collected by distillation process and they are reused. Some solvents are also collected using rotary evaporator for reuse purpose.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://drive.google.com/file/d/1kNAsRdly8uhkbDMS69jQ30glYqoTAxmb/view?usp=sharing
Any other relevant information	View File

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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above
--	-----------------------------

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

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).

To promote tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities the institutional initiatives are:

Date

Programme

Link

8-8-21

Celebration of 22 se Shraban

<https://youtu.be/-qi5RTaw8sI>

14-8-21

Celebration of 75th Independence Day

<https://youtu.be/25FW3KL111c>

15-8-21

Celebration of 75th Independence Day

<https://youtu.be/IJkpDgrGfmE>

16-8-21

Distribution of gifts to the unprivileged students

<https://youtu.be/-4oW3e-T2nM>

7-9-21

Teacher's Day Celebration

<https://youtu.be/2u7QDHYiegg>

24-9-21

Celebration of N S S Day(35 participants)

https://youtu.be/yH_UnIusgOY

11-10-21

Financial Literacy Day (84 participants)

<https://youtu.be/hs3JOU2orCo>

21-12-21

Revisiting Independence Day)

<https://youtu.be/RrxzUJayniY>

3-1-22 to 7-1-22

Observation of Student's Week

https://youtu.be/JsgNIRO_-pU

19-1-22

Webinar on Student's Credit card System

https://youtu.be/_SdNZZyr7pc

23-1-22

Celebrating 125th birth Anniversary of Netaji.

<https://youtu.be/-PTEDJftCgY>

26-1-22

Celebration of 73rd Republic Day

https://youtu.be/AOfc1Wq_yjY

31-1-22

Webinar on Omicron Awareness

<https://youtu.be/ygzqMZPpH0A>

28-2-22

National Science Day

<https://youtu.be/OcqGDuoJImc>

21-2-2022

Antarjatic Matribhasha Divas

24-5-2022

Nazrul Jayanti Celebration

26-9-2021

National Level Physics Webinar

<https://youtu.be/y87W1Ra>

5ELI

9-10-2021

National Level Physiology Webinar

<https://youtu.be/egVA2Qa>

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

The college undertakes various efforts to sensitize the students and employees of the institution of their constitutional obligations. During the commencement of each academic session, the principal of the college delivers an Orientation Lecture to the new batch of students to make them aware of the core values and ethos of the institution. The address highlights the need of maintaining honesty and harmony among all the diversities the young minds who are going to be the responsible citizens of tomorrow learn the lesson of exercising their rights and performing their duties. Our employees are trained to pay taxes with honesty. The institution usually organizes programmes to celebrate the following days of national and international importance to sensitize the students and employees:

#Independence Day, International Women's Day, World Environment Day, NSS Day, Antarjatic Matribhasha Dibas, Teacher's Day, Republic Day, Yoga Day

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

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

D. Any 1 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	No File Uploaded
Any other relevant information	No File Uploaded

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

Describe the efforts of the Institution in celebrating /organizing national and international commemorative days, events and festivals during the year within 200 words

Date

Programme

Link

8-8-21

Celebration of 22 se Shraban

<https://youtu.be/-qi5RTaw8sI>

14-8-21

Celebration of 75th Independence Day

<https://youtu.be/25FW3KL111c>

15-8-21

Celebration of 75th Independence Day

<https://youtu.be/IJkpDgrGfmE>

16-8-21

Distribution of gifts to the unprivileged students

<https://youtu.be/-4oW3e-T2nM>

7-9-21

Teacher's Day Celebration

<https://youtu.be/2u7QDHYiegg>

24-9-21

Celebration of N S S Day(35 participants)

https://youtu.be/yH_UnIusgOY

11-10-21

Financial Literacy Day (84 participants)

<https://youtu.be/hs3JOU2orCo>

21-12-21

Revisiting Independence Day)

<https://youtu.be/RrxzUJayniY>

3-1-22 to 7-1-22

Observation of Student's Week

https://youtu.be/JsgNIRO_-pU

19-1-22

Webinar on Student's Credit card System

https://youtu.be/_SdNZZyr7pc

23-1-22

Celebrating 175th birth Anniversary of Netaji.

<https://youtu.be/-PTEDJftCgY>

26-1-22

Celebration of 73rd Republic Day

https://youtu.be/AOfc1Wq_yjY

31-1-22

Webinar on Omicron Awareness

<https://youtu.be/ygzqMZPpH0A>

28-2-22

National Science Day

<https://youtu.be/OcqGDuoJImc>

21-2-2022

Antarjatic Matribhasha Divas

24-5-2022

Nazrul Jayanti Celebration

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.

Best Practices:-

The Institution adopts a member of good practices which has been its integral art it includes.

1. The Social Outreach Activities:- Social outreach activities have been a priority for the institution since its inception as it was built on the sacred themes and values of the great novelist Rishi Bankim Chandra Chattopadhyay. There are many social outreach units in the institution which keep no stone

untuned to reach out to all the possible section of the society where service is rendered with empathy and enthusiasm. Teachers' Council of the college in association with the NGO Naihati Sannidhi arranged a welfare programme in a remote village near Belpahari and distributed clothes and food to the locals.

1. Beautification of the college:-The institution took an enthusiastic effort to initiate a green and eco-friendly campus for all its stakeholders. Micro gardening was done in a large scale and a terrace garden was build. College wall was painted.

1. Sanitization of College and Free Vaccination Camp:- The institution was fully sanitized on 30/12/2021 and a free vaccination camp was arranged on 10/08/2021. A Covid link was created in the pandemic era to share and to support the students and the staffs
(http://rbccwomen.org/covid_feedback_login.aspx).

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

7.3 - Institutional Distinctiveness

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

The Institution strives to empower today's women and uphold universal moral and social values along with a no of visions. Over the years, Our College has tried to nurture, foster and carefully preserves the prime vision and objectives.

The institution strives to empower today's women and ensures the social values within them. As this is the only women college in the locality and serves a large hinterland it is observed that over the years the enrolment of students from minority community and low income social strata.

The institution strives to empower today's women and uphold universal moral and social values. Contributions and donations were forwarded socially & economically backward peoples. Student

members were also encouraged to participate in various activities and webinars and seminars that included relevant topics like mental wellbeing, health, cancer opportunities and others. Many of our students used the college NCC platform to serve the society and the fellow students. In this session 57 students attended the CATC (Combined Annual Training Camp), 7 students attended TREK Camp from the institution. 33 numbers of students passed the C-Certificate examination and 23 students passed the B-Certificate examinations.

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

7.3.2 - Plan of action for the next academic year

#The third cycle of NAAC accreditation is impending and so the preparations for submission of the Self Study Report is under process

#To complete the pending works of infrastructure augmentation

#To preserve the campus eco system.

#To take steps for recruitment in substantive posts.

#To expand the scope of outreach programmes.