



Yearly Status Report - 2017-2018

Part A				
Data of the Institution	Data of the Institution			
1. Name of the Institution	RAJENDRA COLLEGE, CHAPRA			
Name of the head of the Institution	DR. B.P.Yadav			
Designation	Principal(in-charge)			
Does the Institution function from own campus	Yes			
Phone no/Alternate Phone no.	06152232321			
Mobile no.	8102685215			
Registered Email	iqac.rajendracollegechapra@gmail.com			
Alternate Email	rajendracollegechapra@gmail.com			
Address	GUDRI BAZAR			
City/Town	CHAPRA			

State/UT	Bihar
Pincode	841301
2. Institutional Status	
Affiliated / Constituent	Constituent
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co- ordinator/Director	ALOK VERMA
Phone no/Alternate Phone no.	06152232321
Mobile no.	7004303700
Registered Email	iqac.rajendracollegechapra@gmail.com
Alternate Email	rajendracollegechapra@gmail.com
3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://www.rcc.ac.in/_files/ugd/eea386_3202e1d467e547b3b64a59d875882917.pdf
4. Whether Academic Calendar prepared during the year	No
5. Accrediation Details	<u></u>

Cyclo	Cycle Grade CGPA	CGDA	Year of Accrediation	Validity	
Cycle		real of Accrediation	Period From	Period To	
1	В	2.66	2016	19-Feb-2016	18-Feb-2021

6. Date of Establishment of **IQAC**

06-May-2013

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture				
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries		
International Yoga Day	21-Jun-2018 1	42		
Tutorial Classes	27-Mar-2018 30	30		
Investor Awareness Programme	17-Mar-2018 1	47		
Career Counselling	25-Feb-2018 1	47		
Poster making	05-Feb-2018 1	37		
Soft skill Development	10-Jan-2018 1	44		
Personal Counselling	11-Dec-2017 1	23		
Physical Fitness Day	10-Sep-2017 1	44		
National Youth Day	12-Jan-2017 1	56		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
No Data Entered/Not Applicable!!!					

No Files Uploaded !!!

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year:	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

IQAC: National Youth Day Personal Counselling/Mentoring Soft Skill Development Career Counselling Investor awareness Programme Tutorial/Remedial Classes

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

Plan of Action	Achivements/Outcomes		
To start tutorial/ coaching classes for competitions.	Regular classes were held.		
To conduct series of student enrichment programs	A series of student enrichment programs were held in college.		
To take steps to increase attendance of students	By intimating and contacting students through different modes, percentage of attendance improved.		

<u>View File</u>			
14. Whether AQAR was placed before statutory body?	No		
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?	No		
16. Whether institutional data submitted to AISHE:	Yes		
Year of Submission	2018		

Date of Submission	16-Feb-2018
17. Does the Institution have Management Information System?	No

Part B

CRITERION I - CURRICULAR ASPECTS

1.1 - Curriculum Planning and Implementation

1.1.1 - Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college has an Internal Quality Assurance Cell (IQAC) that meets periodically to discuss the various issues regarding teaching-learning and evaluation. The process of admitting students to various programmes is transparent. Students are admitted on the basis of their performance in qualifying entrance exams followed by an interview. However, the college follows the guidelines laid down by the Government of Bihar in matters of reservation. It is a co-educational institution, and in some disciplines the number of girls exceeds that of boys. For differentlyabled students, there is a reservation policy as well. Scholarship is given to economically marginalized students and students belonging to backward classes. For all-round development of students, the college offers a holistic blend of academics, sports and social welfare. Before the commencement of various programmes, there is an orientation program in which the students are made aware of the traditions and objectives of the college. The college is sensitive to the needs of disadvantaged students for whom remedial classes, counselling and special classes are organized. The academic progress of a student is carefully and continually monitored. The progress of the students is estimated by regular assignments and continuous internal evaluation. The college emphasizes the necessity for regular attendance. The college prepares both monthly and annual academic calendars/ Lesson Plans. The teaching-learning method is increasingly becoming studentcentred. In some departments like BCA, BBA, B.Sc (Biotech; Vocational Hons.) and BMC, free internet access in the ICT enabled smart rooms provide a conducive atmosphere to the students for comfortable and qualitative learning. The college has an updated and eclectic collection of books and magazines, which are made available to students regularly. Reservation policy in admission is followed as per Government of Bihar quideline. Reservation policy is followed by college admission committee in admission process of all courses. 01 . SC - 16%; 02. ST - 01%; 03. EBC - 18%; 04. OBC - 12%; 05. Differently abled - 03%; 06. WBC - 01% The notice of admission in the month of

May/June of each year is published on college notice board, local newspaper, college website and various social media utilized (e.g. Facebook page of the college, departmental Whatsapp groups and Telegram channels). The college follows a completely transparent admission policy by printing the admission criteria in prospectus and displaying it on the college website. The total student's strength is 3054 out of which 1469 are Girls.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Ente		

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1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not A	applicable !!!	

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

Certificate	Diploma Course
No Data E	ntered/Not Applicable !!!

1.3 - Curriculum Enrichment

1.3.1 - Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled		
No Data Entered/Not Applicable !!!				
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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/	Not Applicable !!!	

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	No
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained

No Data Entered/Not Applicable !!!

CRITERION II - TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	English Economics , Geography , Hindi , History , BA Philosophy Political Science , Psychology , Sanskrit , Urdu		Nill	462
BSc	BSc Botany , Chemistry, Mathematics , Physics , Zoology		Nill	390
BCom	accounting & finance		Nill	185
MA	English, Economics, Geography, Hindi, History, Philosophy, Political Science. Psychology, Sanskrit, Urdu	254	Nill	222

MCom	Accounting & Finance	67	Nill	67
MSc	Botany, Zoology, Physics, Chemistry, Maths	260	Nill	241

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2.2 - Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	2280	774	35	35	35

2.3 - Teaching - Learning Process

2.3.1 - Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
35	10	4	4	4	3

View File of ICT Tools and resources

View File of E-resources and techniques used

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

STUDENT MENTORING SYSTEM IS AVAILABLE IN THE INSTITUTION. AFTER THE ADMISSION PROCESS TO NEW SESSION FINISHES, STUDENTS ACCORING TO THEIR ROLL NUMBERS ARE ALLOTED MENTORS IN EACH DEPARTMENT. TEACHERS REGULARLY INTERACT WITH THEIR MENTEES AND HELP THEM IN ALL THEIR ACADEMIC PROBLEMS. STUDENTS ARE ENCOURAGED TO SEEK GUIDANCE ABOUT THEIR CAREER GOALS FROM THEIR MENTORS AND ALSO INFORM THEM ABOUT ANY PROBLEMS THEY FACE IN THE COLLEGE. TEACHERS ALSO GUIDE THEM TO JOIN OTHER CO-CURRICURAL ACTIVITIES LIKE NSS AND NCC.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
3054	35	1:87

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
121	35	86	15	23

2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award Name of full time teachers receiving awards from state level, national level, international level		Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Ap			111

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2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme	Programme	Semester/	Last date of the last semester-end/ year-	Date of declaration of results of semester-end/
Name	Code	year	end examination	year- end examination
No Data Entered/Not Applicable !!!				

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

Rajendra College, a premier constituent unit of Jai Prakash University, strictly adheres to the examination and evaluation pattern of the university. The significant reforms initiated under the ambit of Continuous Internal Evaluation are primarily in reference to Outcome Based Education model and quality of assessment. Adopting a shift in emphasis from faculty-centric impact to a student-centric learning outcome attainment, there import of models of CIE are envisaged as below: The academic year follows the academic, examination and evaluation guidelines of the acadic calender as stipulated by the university and the institution. Apart from mandatory term-end annual (for Graduation degree courses) and Semester-end courses (for postgraduate courses), a number of other modes of CIEs have been followed. Two theory assignment tests are conducted at the departmental level every month to gauge the continual progress of the students. These tests cover topics from the syllabi of the courses. The streams having practical examinations are tasked to monitor the

learning outcomes of the students through bi-weekly assignment tests in addition to the bi-weekly theory assignment tests. All lab assignments are conducted and simultaneously evaluated on a weekly basis. The institution also insists upon an informal structure of evaluation by the way of written and verbal progress seminars, which provide a moderately accurate estimation of the learning outcomes of the students.

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

Our college being a constituent college, follows the academic calendar prepared by our parent university, jai Prakash university. The university prepares annual academic calendar, mentioning date of application, admission, starting of classes, date of practicals, examination every academic year and our college follows it in toto. Classes are organised according to this calendar and a sincere effort is made to finish the course within the stipulated time frame.

2.6 - Student Performance and Learning Outcomes

2.6.1 - Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

No Data Entered/Not Applicable !!!

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	Nill	DATA IN ATTACED FILE	Nill	Nill	Nill

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2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

No Data Entered/Not Applicable !!!

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

- 3.1 Resource Mobilization for Research
- 3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the	funding agency	Total grant	sanctioned	Amount received during the ye		
Nill	Nill	1	NIL	N:	i11		Nill	
			No file u	ploaded.				
.2 - Innovation Ecosyst	em							
.2.1 - Workshops/Semina	rs Conducte	ed on Intellectua	l Property Rights (IPR) and Indu	stry-Academia	Innovat	ive practices du	ring the year
Tit	le of works	hop/seminar			Name of t	he Dep	t.	Date
		No Da	ta Entered/No	t Applical	ole !!!			
3.2.2 - Awards for Innovat	ion won by	Institution/Teac	hers/Research scho	olars/Student	s during the ye	ar		
Title of the innov	ation	Name of	Awardee	Awarding	Agency	Da	te of award	Category
		No Da	ta Entered/No	t Applical	ole !!!			
			No file up	ploaded.				
3.2.3 - No. of Incubation o	entre creat	ed, start-ups inc	cubated on campus	during the y	ear			
Incubation Center	Name S	ponsered By	Name of the St	art-up	Nature of Star	t-up	Date of Con	nmencement
		No Da	ta Entered/No	t Applical	ole !!!			
			W- 6:1	-1 4 - 4				
			No file up	ртоадед.				
3.3 - Research Publicati								
3.3.1 - Incentive to the te	achers who	receive recognit	tion/awards					
State		Nation	al			Interna	ational	
		No Da	ta Entered/No	t Applical	ole !!!			
3.3.2 - Ph. Ds awarded du	ring the yea	r (applicable for	PG College, Resea	arch Center)				
Name of the Department				Number of PhD's Awarded				
	MATHS	5		1				
ENGLISH 1								

HINDI	1
POLITICAL SC	4
HISTORY	3

3.3.3 - Research Publications in the Journals notified on UGC website during the year

Туре	Department	Number of Publication	Average Impact Factor (if any)
International	Physics	6	0
International	Chemistry	9	0
National	Hindi	5	0
National	Political Science	2	0

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3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
CHEMISTRY	1

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3.3.5 - Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nill	DATA ATTACHED IN FILE	Nill	Nill	Nill	Nill	Nill

View File

3.3.6 - h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the	Name of	Title of	Year of	h-	Number of citations excluding	Institutional affiliation as mentioned in
Paper	Author	journal	publication	index	self citation	the publication

No Data Entered/Not Applicable !!!

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	10	7	2
Presented papers	Nill	10	7	2

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3.4 - Extension Activities

3.4.1 - Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
National Youth Day	NSS Unit of Rajendra College, Chapra	3	254
Constitution Day	NSS Unit of Rajendra College, Chapra	3	210
Gandhi Jayanti	Rajendra College, Chapra	35	360
Rajendra Jayanti	Rajendra College, Chapra	35	700

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3.4.2 - Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited			
No Data Entered/Not Applicable !!!						

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3.4.3 - Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NSS VOLUNTEER	GOVT OF INDIA	PARTICIPATION IN REPUPLIC DAY PARADE	3	1

No file uploaded.

3.5 - Collaborations

3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	articipant Source of financial support			
No Data Entered/Not Applicable !!!					

No file uploaded.

3.5.2 - Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant				
1	No Date Entered (Not Applicable 111								

No Data Entered/Not Applicable !!!

No file uploaded.

3.5.3 - MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs	
	No Data Entered/Not Applicable !!!			

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CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1400000	9732000

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing

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4.2 - Library as a Learning Resource

4.2.1 - Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Nill	Nill	Nill	2022

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	38284	3904968	Nill	Nill	38284	3904968
Reference Books	134	59318	Nill	Nill	134	59318
Journals	8	46750	Nill	Nill	8	46750

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4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
	No Da	ta Entered/Not Applicable !!!	

No file uploaded.

4.3 - IT Infrastructure

https://assessmentonline.naac.gov.in/public/index.php/postaccreditation/generateHTML aqar/eyJpdil6ljZ1WGJOSXJZQU91ZFNvWlNNa2pUZWc9PSIsInZhbHVIIjoiaHBiR2JmRnNtaTBCWjVsRTFxTzdHdz09liwib...

4.3.1 - Technology Upgradation (overall)

Туре	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	10	2	1	1	1	1	3	30	0
Added	0	0	0	0	0	0	0	0	0
Total	10	2	1	1	1	1	3	30	0

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

30 MBPS/ GBPS

4.3.3 - Facility for e-content

No Data Entered/Not Applicable !!!

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
2000000	2000000	1200000	1200000

4.4.2 - Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

In Rajendra College, there are established norms and procedures which are followed for maintenance and utilization of physical, academic and support facilities. Academic facilities involves regular interaction of head of departments with principal, in which written demand for new books, journals, are made. Smart class rooms are regularly inspected by concerned departmental heads and any shortcomings are reported to the principal. Library committee oversees the working of library and interacts with day scholars for their feedback. Maintenance of computers are carried out by outsourcing agencies. Classrooms are daily cleaned by our cleaning staff.

https://www.rcc.ac.in/students

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	NSP/MINORITY, Kanya Uthan, Merit scholarship for minority girls	1542	13135000
b) International	Nill	Nill	Nill

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5.1.2 - Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Soft Skill Development	10/01/2018	44	deptt of geography
Personal Counselling	11/12/2017	23	deptt of geography, Physics, Chemistry
Physical Fitness	10/09/2017	44	NCC
National Youth Day	12/01/2017	56	NSS

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5.1.3 - Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme		Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	CARRER COUNSELLING	44	44	Nill	Nill

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5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal	
6	6	7	

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited		Number of stduents placed
	No Data Entered/Not Applicable !!!				

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
Nill	Nill	DATA ATTACED IN FILE	Nill	Nill	Nill

View File

5.2.3 - Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	4
Any Other	15

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

Activity	Level	Number of Participants
DATA ATTACHED IN FILE	Nill	Nill

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- 5.3 Student Participation and Activities
- 5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

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

There is a statutory provision for student's union in all the colleges and university. Rajendra College is a constituent unit of Jai Prakash University, Chapra (JPU). JPU is having a Students Union where Student Union Election was conducted in Every Year. In this session Student Union election was conducted in February, 2018. At Rajendra College Elections were conducted but due to some election's rule candidature of all the representative at college level were cancelled. In order to provide teeth to student's union, the university has allocated a separate fund which is utilized for various union activities. The college believes in decentralization of the power and giving the equal opportunity to the students in supporting the college administration and the college faculty in running the affairs of the college. For this the college endeavours to provide them with opportunities to participate in the various academic and administrative bodies. The details of academic and administrative having students' representation is as under: Editorial Board: The Editorial Board comprises of Chief Editors, Editor and Students Editors. The Board invites writings from students and teachers and publishes them in the form of magazine 'RAKA' annually. Cultural Society: This Committee is comprised of students to promote the cultural activities among them. Culturally talented students are spotted by Committee members and the efforts are made to develop their skills and talents by encouragement, right training and

performances. The committee consists of 5 members, three teachers and two students. Library Advisory Committee: This committee consists of 9 members. Six are from the teaching faculty. The Librarian and two students are a part of it. This Committee is constituted under the headship of the faculty members who are in charge of the library. The Committee is responsible for the maintenance of library books and journals, easy access of the students to the library facilities, students' facilities in the library such as reading rooms, drinking water, uninterrupted power supply, opening and closing times of library, availability of daily newspapers and the maintenance of library records. Suggestions are invited from the students and faculties for making atmosphere of the library congenial. Internal Quality Assurance Cell: IQAC Committee also has one student representative. The direct participation of students may be found in the following bodies: a) NCC, (b) NSS, (c) Debating Society, (d) Games and Sports Committee. Students often voice their grievances through the chosen representatives in the selected bodies.

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

100

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

50000

5.4.4 - Meetings/activities organized by Alumni Association:

We have Alumni association and we keep ourselves in constant touch with them. The Alumni Association of Rajendra College, Chapra has contributed significantly to the development of the institution through financial and non-financial means. Many of our Alumina have donated books for departmental library. Some of them have donated R.O. and water cooler for the college. Association also provides financial assistance during various cultural and sports activities.

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

- 6.1 Institutional Vision and Leadership
- 6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Rajendra College follows the practice of decentralisation in its true sense, in all the three important pillars of the institution, viz. academics, administration and extra-curricular

activities. The practice of decentralisation and participative management is reflected in all the activities of the College through a strong and efficient Committees/Councils/Teams/Cell which includes IQAC, Staff Council, Student Council, Time Table Committee, Sports Committee, Grievance Redressal Cell, Admission Committee, Cultural Committee, Research Cell, Library Development Committee, etc. All the major stakeholders of the College including Management, The Governing Body, The Principal, Teaching and Non-Teaching Staff, Parents, Students and Alumni work in a democratic way of governance in execution of their duties and responsibilities. Case Study of Cultural Committee of Rajendra College The Cultural Committee of Rajendra College provides a platform for students to exhibit and develop their talents. Each year, a wide variety of artistic, literary and other creative talents are identified and recognized through a month-long series of interclass competitions students are also provided opportunities to win more accolades in intercollegiate competitions. Celebration of Rajendra Jayanti - The Annual Cultural Festival of College [celebrated on the occasion of Birth of Dr. Rajendra Prasad {totem (क्लदेवता) of Rajendra College and first President of India}] marks the highpoint of each academic year, make for a vibrant college environment. Cultural committee is very active and students are encouraged to participate in co-curricular activities. Many students represent the college at various levels and bring laurels to the college. Aims and Objectives of Cultural Committee To appreciate the rich multicultural, multi-linguistic tradition of Indian Society understand the significance of the meaning of Unity in Diversity. To develop a truly secular attitude towards the pluralistic fabric of Indian Society by learning and appreciating diverse culture. To develop a holistic and humanitarian attitude as members of the world community in this era of globalization and modernization by learning aspects of Indian as well as western cultures. Prizes for academic excellence, winning in sports and all cultural events are awarded to winners. Persons of high excellence in different fields are invited to guide and encourage the students by giving prize and their motivational speech. Functions of Cultural Committee To provide platform to students to exhibit their talents. To provide entertainment to students. To showcase their talents to outside world to get recognition. To promote a dynamic cultural heritage that is preserved, used and developed. To inculcate leadership qualities among students. To provide platform to faculty to exhibit their talents. Decentralisation in Cultural Committee of Rajendra College Principal of Rajendra College has delegated their authority and appointed Dr. Richa Mishra, Assistant Professor of Hindi as Secretary of Cultural Committee of Rajendra College. Under the supervision of Dr. Mishra, various programmes and activities such as debate, essay writing, quiz, group song (folk and patriotic), classical vocal, classical instrument (non-percussion), group folk dance, one act play, mehndi, drama script writing, etc has organised. Participative Management in Cultural Committee of Rajendra College Cultural Committee follows the procedure of Participative Management in their functioning. The roles and responsibilities of committee members Secretary of Cultural Committee and other faculty members of College shall and students are:

discuss and decide the year plan for the events. Secretary of Cultural Committee assigns responsibilities for faculty and students. Secretary of Cultural Committee and other faculty members of College shall estimate the budget for an event to be conducted. Secretary of Cultural Committee and other faculty members of College coordinate with the students and conduct events. Secretary of Cultural Committee solves the indisciplinary issues and takes necessary measures. Faculty member from each department of college shall collect the list of students interested to participate in Cultural events. Faculty members shall shortlist the candidates during the selection process. Faculty member from each department shall organize the programs with the help of student organizers. Hospitality provided to the guests by the students shall be monitored by Faculty members shall have continuous monitoring over the events conducted. the faculty members. Faculty member from each department shall look after the issues regarding cultural events raised by the students. Secretary of Cultural Committee are responsible for all intra and intercollegiate events in the college. Faculty members facilitate enrolment of students in various cultural activities and coordinate with the cultural coordinator.

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

No

6.2 - Strategy Development and Deployment

6.2.1 - Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Admission of Students Rajendra College is currently conducting and taking admissions in the following courses: At Intermediate Level - Science, Arts and Commerce At Graduate Level - Commerce, Physics, Chemistry, Zoology, Botany, Math, Geography, History, Psychology, Economics, Political Science, Philosophy, Hindi, English, Sanskrit and Urdu. At Post Graduate Level- Commerce, Physics, Chemistry, Zoology, Botany, Math, Geography, History, Psychology, Economics, Political Science, Philosophy, Hindi, English, Sanskrit and Urdu. Various vocational courses like Bachelor in Fish and Fisheries, Bachelor in Functional English, Bachelor in Mass Communication, etc has been proposed by Principal and are waiting for approval from Jai Prakash University and other concerned bodies.
Industry Interaction / Collaboration	Conferences and Seminars are organized by various departments to give an exposure to both faculty and students about the latest global trends in academics, industry, sciences and environment. Research Training workshops are organised for students to equip them with the latest research methodologies. The College constantly endeavours to establish better relations and interaction with the industry.

	Students of Commerce, Business Management (BBA), Biotechnology, Computer Sciences (BCA), etc. are encouraged and guided by the faculty to get training in reputed industrial houses. Experts from industries are invited to have interaction with our students
Human Resource Management	Career and Counselling Cell of the college organizes regular classes in spoken English, computer (basic, desk top publishing, programming), personality development, psycho-counselling and classes for preparation of UGC NET exam, UPSC, BPSC and other competitive examination. The NSS officer (Dr. Anupam Kumar Singh) coordinates various extension activities of the college leading to community engagement. Through NSS, the students are encouraged to undertake community-oriented activities like social work, health- hygiene awareness, medical camp, adult education and literacy, blood donation, AIDS awareness, environmental awareness and many other socio-community activities
Library, ICT and Physical Infrastructure / Instrumentation	Rajendra College has a well equipped library consisting of more than 2000 books of various subjects, more than 10 computer systems with wi-fi, and other basic infrastructure facilities. Teachers are encouraged to consult multiple sources like Multimedia, Web, online journals through INFILIBNET. The college supplements the traditional teaching methods with modern ones like smart classes, use of ICT etc. Faculties of college emphasise on using the ICT tools for effective teaching and learning. Physics, Chemistry, Botany and zoology department of college has well equipped modern lab.
Research and Development	Research and Development College promote and sustain research culture by giving necessary facilities to our faculties (Professors, Associate Professors, Assistant Professors and Guest Teacher) and students of different faculties. Jai Prakash University (affiliating university) allows the faculties to supervise research scholars for Ph.D degree and UGC also provides financial assistance for minor and major research projects, The teachers of the college have successfully guided more than two dozen students for Ph.D. degree and more than hundreds research papers were published by them.
Examination and Evaluation	Rajendra College has its own specialised examination building constructed in 2015. The College host various exams such as Under Graduate and Post Graduate exam of Jai Prakash University Matric and Intermediate exam conducted by Bihar School Examination Board and all competitive exams conducted by government bodies. During Corona pandemic, College has already conducted online viva, online quiz, and other means of assessing students. The College has prepared a roadmap to conduct internal assessment (internal exam) through online mode. Rajendra College has constantly

	been the evaluation centre of Under Graduate and Post Graduate examination of Jai Prakash University, Chapra		
Teaching and Learning	The teaching learning process is student centric and enhancement of quality in teaching and learning is the primary thrust area. The academic calendar is notified in advance and it helps the institution to adhere to academic delivery system as per schedule. The students are encouraged to consult multiple sources of information and through spoken english classes, UGC NET classes, computer classes, personality development workshops and add on courses, the institution aims at enhancing their global employability. The teachers through personal contact, class tests and assignments provide individual attention and monitor the progress of each student. Students are free to submit their queries and feedback to the office. A healthy teacher- taught relationship is maintained. The college has achieved great success in this area as a large number of teachers have taken research and academic development quite seriously. The members are encouraged to attend various academic programmes and courses, seminars and workshops. The college supplements the traditional teaching methods with modern ones like smart classes, use of ICT etc.		
Curriculum Development	Academic processes in Rajendra College are streamlined, with timetables, workloads and other administrative tasks prepped well in advance of teaching sessions. The intellectual teaching body of Rajendra College is supported by relevant ICT. The college enjoys technologically enabled and inclusive infrastructure including a well-equipped library, which makes it possible for the students to participate in a modern teaching-learning process. Our teachers regularly update their disciplinary knowledge through active involvement in faculty development programmes, curriculum reviews, evaluation, and participation in different decision making bodies of the University. Learning through internships projects and field trips is specifically facilitated. Rajendra College incorporates an empathetic approach, endeavouring to familiarize the students about how gender-based inequalities, neglect of environmental concerns and lack of ethics hamper an individuals and societal growth		

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

E-governace area	Details		
Administration			

vision and mission of the College. The Principal forms the committees under the convenorship of a teacher or a non-teaching staff with members from teaching staff, non-teaching staff and students for overall management of the various operations of the college such as admission, academic coordination, conduct of examinations, promotion of research and extension activities, development of infrastructure-facilities, appointment of staff, maintenance of service records, encouraging cultural activities, implementation of healthy practices in the campus and inculcation of the spirit of national integrity and social responsibility. The administration of college mobilizes funds for enhancement of infrastructure, laboratory, library and office equipment, apart from creating environment friendly campus/premise. The internal organizational structure is woven around the Principal, HODs and IQAC Members. The decision making processes is democratic in nature as difference of opinion on various issues is encouraged and decision are accordingly revised.

The college has a formally stated quality policy in which all the members of teaching staff are expected to fill the required self assessment report proformas.

Planning and Development

These proformas are monitored, kept and maintained by IOAC. Principal of college keeps himself informed about the performance of each member of faculty. Besides this policy, formal and informal meetings are held by the management with various members to discuss ways and means of improving the quality of teaching and providing better ambience to the students. Principal of college, with the assistance of the office superintendent, also regularly monitors the performance of the members of nonteaching staff members. The members of the teaching staff are encouraged by the authorities and Heads of the departments to aim at excellence and enhance their academic knowledge. Teachers are encouraged to take up UGC Minor/Major research projects, attend refresher courses, seminars and workshops. The Head of the institution receives the feedback through periodical meetings of Head of Department, IOAC, different academic and administrative bodies and staff council. Students are also encouraged to provide feedback regarding quality of classroom teaching. Annual co-curricular activities are designed, cells/committees are formed by the Principal and these activities are assigned to the staff members. There is a unique and healthy combination of senior and junior members of the staff. The committees / cells work independently and their functioning is reported to the university

Finance and Accounts

As being a government college, is guided by the State Government Service Rules and hence all appointments and retainment of faculty members are governed by the same. However, Jai Prakash University (affiliating University) has taken lot of measures

	for attracting and retaining eminent faculty: Offers UGC pay scale M. Phil and Ph.D. awarded teachers get additional increments as per UGC norms Provides annual increments and promotion grants to the faculty as per UGC norms Provides GPF (employees recruited before 2005) and NPS (employees recruited after 2005) The effective and efficient use of financial resources of the college ensured through a proper system adopted by the college. First of all, for any expenditure to be made, a proper demand in writing is made by the concerned department with full details of requirement of the apparatus, equipment, maintenance and infrastructure to the Principal. The Principal scrutinize the proposals and directs the establishment section to invite quotation from reputed firms. The quotations so received by different firm are placed before the Purchase committee for approval. Purchases are finally made after the approval Purchase committee and sanction of the Principal. The college gets its income and expenditure audited by a reputed Chartered Accountant yearly and occasionally when so needed. Last audit done was in the month of March 2014. Major sources of institutional receipts/ funding is fee collection from students and grants from Central and State Government bodies like UGC, RUSA, Sehat Kendra, NSS, MGNCRE, etc.
Student Admission and Support	Admission in Under Graduate and Post Graduate courses run by the Rajendra College is through Centralised Online System conducted by Jai Prakash University, Chapra (affiliating university). Various committee and cells has been set up by the College like Students Grievance Redressal Committee, Sexual Harrasment Committee, Anti Ragging Committee, etc to solve every kind of problems and disputes related to students. Scholarships are being provided under various schemes of Central government and Bihar government to students belonging to SC, ST, EBC, BC and minorities. Apart from this Scholarships are also provided to all categories of girls who secured first division in intermediate, graduate and post graduate examination
Examination	Examination Rajendra College has its own specialised examination building constructed in 2015. The College host various exams such as Under Graduate and Post Graduate exam of Jai Prakash University Matric and Intermediate exam conducted by Bihar School Examination Board and all competitive exams conducted by government bodies. During Corona pandemic, College has already conducted online viva, online quiz, and other means of assessing students. The College has prepared a roadmap to conduct internal assessment (internal exam) through online mode.

6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support		
No Data Entered/Not Applicable !!!						

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6.3.2 - Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
	No Data Entered/Not Applicable !!!					

No file uploaded.

6.3.3 - No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				

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

Teachi	ng	Non-teaching		
Permanent	Full Time	Permanent	Full Time	
46	26	22	16	

6.3.5 - Welfare schemes for

Teaching	Non- teaching	Students	
			\mathbb{I}

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1. Student Credit Card Scheme under सात (7) निश्चय योजना (scheme) of Bihar Government. 2. Scholarship to students belonging from SC, ST, EBC and BC category through Post Matric Scholarship Portal (PMSP) of Bihar Government. 3. Scholarship to students belonging from Minority Communities (Parsis, Buddhists, Jains, Christians, Sikhs and Muslims) through National Scholarship Portal (NSP) of Central Government. 4. Scholarship to all girls (who passed intermediate, under graduate and post graduate exams with first division) through कन्या उत्थान योजना (scheme) of Bihar Government.

6.4 - Financial Management and Resource Mobilization

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

Rajendra College does not conducts internal and external financial audits regularly.

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

Name of the non government funding agencies /individuals Funds/ Grnats received in Rs. Purpose

No Data Entered/Not Applicable !!!

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6.4.3 - Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 - Internal Quality Assurance System

6.5.1 - Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External Yes/No Agency		Internal		
			Yes/No	Authority	
Academic	No	Nill	No	Nill	
Administrative	No	Nill	No	Nill	

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

No Data Entered/Not Applicable !!!

/22, 12:20 PM https://assessmentonline.naac.gov.in/public/index.php/postaccreditation/generateHTML_aqar/eyJpdil6ljZ1WGJOSXJZQU91ZFNvWINNa2pUZWc9PSIsInZhbHVIIjoiaHBiR2JmRnNtaTBCWjVsRT						
	6.5.3 - Development programmes for support staff (at least three)					
	N	No Data Entered/Not App	plicable !!!			
6.5.4 -	Post Accreditation initiative(s) (mention	at least three)				
	N	No Data Entered/Not App	plicable !!!			
6.5.5 -	Internal Quality Assurance System Detail	S				
	a) Submission of Data for AISHE portal Yes					
b)Participation in NIRF					Nill	
		c)ISO certification				Nill
	d)NBA	A or any other quality audit				Nill
6.5.6 -	Number of Quality Initiatives undertaken	during the year				
Year	Year Name of quality initiative by IQAC Date of conducting IQAC Duration From Duration To Number of participants					
_	No Data Entered/Not Applicable !!!					
			<u> </u>	<u> </u>		
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CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

- 7.1 Institutional Values and Social Responsibilities
- 7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants		
			Female Male		
No Data Entered/Not Applicable !!!					

7.1.2 - Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

No Data Entered/Not Applicable !!!

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries

No Data Entered/Not Applicable !!!

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative		Number of participating students and staff
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No Data Entered/Not Applicable !!!

No file uploaded.

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

Title Date of publication Follow up(max 100 words)

No Data Entered/Not Applicable !!!

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
data attached in file	Nil	Nil	Nil

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- 7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)
 - 1. Restricted entry of automobiles 2. Talks and discussions on environmental issues 3. Various programmes under clean India mission 4. Plantation 5. Public transport and bicycles are being used by the staffs and students

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

LAST ACDEMIC YEAR OUR PRINCIPAL ADOPTED THE IDEA OF DIRECT FUND TRANSFER FOR MAINTENACE OF DEPARTMENTS. A SUM WAS DISTRIBUTED AMONG THE HEAD OF ALL DEPARTMENTS. THEY USED THIS FUND FOR MAINTENCE, PURCHASE OF BOOKS, JOURNALS AND DAY TODAY WORK OF THEIR DEPARTMENTS. AFTER FUND WAS UTILIZED, THEY SUBMITTED BILLS TO THE COLLEGE OFFICE. THIS IDEA OF DERECT FUND TRANSFER HAS BEEN SUCCESSFUL IN IMPROVEMEMENT OF WORKING OF DEPARTMENTS. ANOTHER PRACTICE IMPLEMENTED WAS OF PLACING SUGGESTION BOXES IN THE COLLEGE. STUDENTS WERE ENCOURAGED TO PUT THEIR SUGGESTIONS IN BOXES

WITHOUT ANY FEAR. THIS SCHEME WAS QUITE SUCCESSFUL.NOW STUDENTS CAN PUT FORWARD THER VIEWS ,
GRIEVANCES WITHOUT ANY FEAR OF REPRISALS

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

https://www.rcc.ac.in/bestpractices

7.3 - Institutional Distinctiveness

7.3.1 - Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The college was established before India got independence a mission to create awareness among the people about their rights and to empower them through education ushering in holistic development of human personality. Till today, it provides education to those who need it the most as a large number of our students come from the countryside and they are educationally and socially backward. To establish a just, plural, secular, tolerant, argumentative, composite and equitable society, in consonance with our cherished democratic values of justice, liberty, equality and fraternity has been our aim and objective. The college arranges its own scholarships and fee concessions for the poor, downtrodden and differently abled students. Our purpose is to provide quality education to the young students in terms of the latest scientific and professional knowledge along with inculcating moral values and social and spiritual values so as to make them sensitive, responsive, empowered and good citizens and fine human beings. Our endeavour has been to help maximum number of students, especially from rural areas and from the weaker sections of society to have access to higher education. To bridge the demographic divide with knowledge and higher education the institute is conscious of its role and commitment to society in producing enlightened citizens and holistic development of human personality. The college undertakes a number of community oriented activities in its periphery: The college has two NSS units and it enrolled 300 students this year. A village in the neighbourhood is adopted by NSS for its activity. Under NSS programme the College regularly organizes Blood Donation Camps with the help of Civil Hospital, Chapra. The NSS programme regularly organizes camps in the nearby villages, the purpose being to inculcate a sense of dignity of labour and fraternity among the students and to sensitize the villagers to clean and green India. Our NSS volunteers also take part in tree plantation drive from time to time. Girls also actively participate in these camps.

Provide the weblink of the institution

https://www.rcc.ac.in/students

8. Future Plans of Actions for Next Academic Year

- 1. Clean , Green and Polythene free Campus. 2. Bio Metric attendance system for staff and students.
- 3. Financial Audit by Bihar Government and Chartered Accountant. 4. Academic audit by Academicians.
- 5. Green Audit by concerning experts. 6. Workshop for students on skill development Programme. 7. Awareness programme on Entrepreneurship for Students. 8. Proposal for financial assistance to the Government department/Societies for organization of seminars. 9. Organization of more Seminars/Workshops on Use of ICT in Quality Teaching Learning and Research Methodology for quality research work. 10. More ICT enabled classrooms. 11. Introduction of new courses at UG and PG level. 12. Online feedback system for students and other stakeholders. 13. To ensure quality of academic programs. 14. To organize variety of co-curricular activities for holistic development of student in present competitive world. 15. To organize Annual Sports Meet.