Yearly Status Report - 2015-2016

Part A	
Data of the Institution	
1. Name of the Institution	**RAJENDRA COLLEGE, CHAPRA**
Name of the head of the Institution	**DR RAM SHRESHTH RAI**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**06152232321**
Mobile no.	**9955694865**
Registered Email	**iqac.rajendracollegechapra@gmail.com**
Alternate Email	**rajendracollegechapra@gmail.com**
Address	**GUDRI, KASHI BAZAAR, CHAPRA**

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	**DR. 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_561c3cb596054d2aa4509f6e086ad614.pdf**
4. Whether Academic Calendar	**No**

prepared during
the year

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.66	2016	19-Feb-2016	18-Feb-2021

6. Date of Establishment of IQAC

06-Mar-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
Legal Awareness Camp	14-May-2016 1	38
Personality Development Workshop	22-Sep-2015 1	70
Training for Sports	20-Aug-2015 10	44
Seminar on Compulsory Voting	21-Aug-2015 1	52
Speech Competition	20-Aug-2015 1	51

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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

NIL	NIL	NIL	2016 00	0

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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)

SPEECH COMPETION SEMINAR ON CUMPOLSARY VOTING TRAINING FOR SPORTS PERSONALITY DEVELOPMENT
WORKSHOP LEGAL AWARENESS CAMP

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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
Preparation of NAAC Peer Team visit	The visit of NAAC Peer team was successfully conducted on Twenty Eighth January
To Prepare SSR	SSR was prepared in time and uploaded.
Plans to Start Student enrichment programmes	Conducted number of Student enrichment programmes like Speech Competition, Personality Development workshop and Legal Awareness Camp.

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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 ?	Yes
Date of Visit	28-Jan-2016
16. Whether	Yes

institutional data submitted to AISHE:	
Year of Submission	2016
Date of Submission	10-Feb-2016
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 conforms to the curriculum designed by the university it is affiliated to i.e., J. P. University, Chapra. Care is taken that it is implemented in totality and in the most effective manner. The faculty is also encouraged to evaluate the curriculum and forward the critique at the Board of Studies meetings so that it meets the changing needs of the times. The principal holds the meetings of the Staff Council, Academic Council, Internal Quality Assurance Cell (IQAC) and the Heads of the Departments to develop action plan for effective implementation of the curriculum. In these meetings there are intensive and extensive deliberations. Many strategies and plans, such as assignments, formative, summative and term tests, discussions, presentations, seminars, workshops, industrial visits, computer educations are evolved apart from regular teaching methods. The progress of the syllabus is monitored through getting the feedback from the students by senior most members of faculty and communicated to the IQAC and the Principal for review. An effective curriculum is always evolving and roping in the new and relevant stuff. The functioning of university academic bodies ensures the participation of college teachers as they are the ones who know the difficulties of translating the curriculum in practice. The heads of the departments invite feedback on the curriculum and make sure that it is communicated at the Board of Studies

meetings. The yardstick of measuring the relevance of curriculum is the response of the students and alumnae. The faculty members make it a point to emphasize the portions of the syllabi where the students show signs of rapid learning and attempt to eliminate the muddled and obscure concepts. The feedback not only of the present students, but also of the old students is constantly kept in mind while seeking modifications To stir and motivate underperforming students, the College provides remedial classes. The mentoring programme for all students helps them to face the academic and personal challenges continuously. By providing worthwhile feedback to students on their learning skills based on variety of assessment strategies, optimizes their potential to progress. Family members are encouraged to have direct involvement in education through Parent - Teacher meetings. The college has a rich library in print as well as electronic form (e-Library). The college is member of INFLIBNET N-List and DELNET. Faculty members can access different databases of scholarly materials from these networks. The faculty can get all the support they require for teaching the curriculum and also learning about the latest developments in their subject and the means to transmit it to the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
NIL	NIL	Nil	00	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill

No file uploaded.

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
Nill	NIL	Nill

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

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
00	Nill	Nill

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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
Nill	NIL	Nill

No file uploaded.

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
NIL

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
MCom	Accounting and Finance	103	Nill	65

MSc	Botany, Chemistry, Mathematics, Physics, Zoology	382	Nill	248
MA	English, Economics, Geography, Hindi, History, Philosophy, Political Science, Psychology, Sanskrit, Urdu	256	Nill	167
BCom	Accounting and Finance	239	Nill	239
BSc	Botany, Chemistry, Mathematics, Physics, Zoology	511	Nill	511
BA	English, Economics, Geography, Hindi, History, Philosophy, Political Science, Psychology, Sanskrit, Urdu	935	Nill	935

[View File](#)

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
2015	1900	885	22	23	23

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
23	3	3	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
3050	23	1:133

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	23	98	Nill	20

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
Nill	NIL	Nill	NIL

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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 Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
Nill	NIL	00	Nill	Nill

No file uploaded.

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

Continuous Internal Evaluation system is a perfect tool for assessing students progress throughout the whole academic session. At post graduate level, it is a essential component of examination where marks are allotted on basis of midterm written exams and assignment

questions. Special classes are conducted for group discussion, viva voce and mock interviews. Students are encouraged to participate in these exercises and teachers continuously evaluate their performance and help them to improve. At graduation level, midterm written class tests are conducted to evaluate and rectify their shortcomings. Continuous internal evaluation is also done at institutional level by organising essay, speech, poster competitions on regular basis

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)

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

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
DATA INCLUDED IN ATTACHED FILE	Nill	DATA INCLUDED	Nill	Nill	00

View File

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)

https://www.rcc.ac.in/_files/ugd/eea386_0afcf0011e5246f6953052c32c00d76e.pdf

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 year
Nill	0	NA	0	0

No file uploaded.

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL

No file uploaded.

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	Nill

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	HISTORY	1	00
National	POLITICAL SCIENCE	1	00

No file uploaded.

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
POLITICAL SCIENCE	3

No file uploaded.

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
NIL	NIL	NIL	Nill	0	NIL	Nill

No file uploaded.

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

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

No file uploaded.

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

Number of Faculty	International	National	State	Local
Presented papers	Nill	Nill	Nill	Nill

No file uploaded.

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
DATA ATTACHED	DATA ATTACHED	Nill	Nill

View File

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
NIL	NIL	NIL	Nill

No file uploaded.

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
AIDS AWARENESS	NSS	AWARENESS CAMPAIGN	3	70

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	Source of financial support	Duration
NIL	00	NIL	00

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
NIL	NIL	NIL	Nill	Nill	00

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
NIL	Nill	NIL	Nill

No file uploaded.

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
27115000	2760147

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing

View File

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
NIL	Nill	NIL	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

View File

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
NIL	NIL	NIL	Nill

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

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

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	NIL

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
17050000	4377256	20500000	2755

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	0	0	0
Financial Support from Other Sources			
a) National	NSP	24	36000
b)International	NIL	Nill	0

No file uploaded.

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

DATA INCLUDED INATTACHED FILE	Nill	Nill	0

View File

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 for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2016	COACHING CLASSES	32	Nill	Nill	Nill

No file uploaded.

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 students participated	Number of stduents placed
NIL	Nill	Nill	NIL	Nill	Nill

No file uploaded.

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
2016	Nill	DATA INCLUDED IN	0	0	0

ATTACHED FILE			

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
SET	2
Any Other	12

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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	NIL	Nill

View File

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
Nill	NIL	Nill	Nill	Nill	00	NIL

No file uploaded.

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

STUDENT UNION ELECTIONS IN OUR COLLEGE HAS UNFORTUNATELY NOT BEEN HELD SINCE LAST FIVE YEARS. SO AT COLLEGE LEVEL WE HAD TO ADOPT CERTAIN INNOVATIONS TO BUILD REPRESENTATION OF STUENTS IN ACADEMIC AND ADMINISTRATIVE BODIES. TWO STUDENT REPRESENTAIVES ARE PART OF IQAC . ACTING ON THEIR SUGGESTIONS, WE MADE ARRANGEMENT OF CANTEEN, AND LADIES TOILET. ALSO SUGGESTION BOXES ARE KEPT AT MANY STRATEGIC POINTS IN COLLEGE. STUENTS ARE ENCOURAGED BY

FACULTY MEMBERS TO FREELY DEPOSIT THEIR SUGGESTION IN THESE BOXES. SUGGESTIONS FROM THESE BOXES HAS HELPED A LOT TO THE college administration to work for student welfare and also to understand their problems

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) :

10000

5.4.4 – Meetings/activities organized by Alumni Association :

Though alumni association of Rajendra college is not a registered association but we have history of organizing alumni meet at various point of time and alumina of our college have contributed significantly in the development of infrastructure and cultural 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)

THE WHOLE COLLEGE ADMINISTRATION IS BASED ON THE PRINCIPLE OF DECENTRALIZATION AND PARTICIPATORY MANAGEMENT. 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. PARTICIPATIVE MANAGEMENT PRACTICE WAS IMPLEMENTED BY PLACING SUGGESTION BOXES IN THE COLLEGE. STUDENTS WERE ENCOURAGED TO PUT THEIR SUGGESTIONS IN BOXES WITHOUT ANY FEAR. THIS SCHEME WAS QUITE SUCCESSFUL.

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 is done centrally by the university through online method. Students are supposed to give their preference of college and they are allotted college according to the merit list and reservation policy. Admission list is sent to colleges and admission id done by the college through deposit of admission fees trough challan. Rajendra college also follows offline admission method for vocational courses like BBA, BCA, BIOTEC. Admission test for these couses are conducted and students are admitted according to merit.
Industry Interaction / Collaboration	chapra being a semi urban town lacks industrialisation. Some scall industries are situated in the periphery of the town. Through various projects as well as case studies, students interact with entrepreneurs of these industries. Students also interact with those people who are engaged in unorganised industries and sectors. Case studies and preparation of project report is essential part of curriculum of BBA, Botany, Zoology, Economics and Geography. Faculty members of these courses conduct study tours to these industries to acquint students with working of these industries.
Human Resource Management	Human resource management .is a essential component of functioning of any institution. Rajendra college strives to provide congenial working atmosphere aimed at allround development of its teaching and non teaching staff. Teachers are encouraged to attend orientation programmes, refresher courses and new courses to enhance their academic skills. Non teaching staff are encouraged to develop their IT skills. Public Distribution System is also functional in the college under co-operative society of college staffs, it provides household item on subsidized rate.
Library, ICT and Physical Infrastructure / Instrumentation	In coordination with other academic support units on campus, the Library provides services that support the College's diverse curriculum in Arts, Commerce, Science and Computer Applications. The impressive collection of books, journals and other library material provides resources to explore all areas of human knowledge within the framework of learning. Internet facility is available for all library users. The use of ICT as a learning resource, which enables individualized instruction and collaborative learning, is being used by a couple of departments. ICT rich environment is being further developed to encourage students to become more focused in their learning.
Research and Development	As regards research, consultancy and extension services, the college has a long tradition of promoting research work, it always keen to provide

	appropriate supportive measures to teachers and students engaged in research and project works. The college remained the research centre of Jai Prakash University, Chapra for no less than a decade. The College promotes research by granting study leave under UGC Faculty Improvement Programme. Teachers have published research papers and have presented papers at various National and International Conferences/ Seminars. The students of B.Com, M.Com, BCA, BBA, BJMC and Biotech undertake projects and teachers take special interest in guiding their students. Faculty is also engaged in supervising the research projects of students from other universities. In the near future the College may initiate collaboration with other Institutions for research.
Examination and Evaluation	Examinations are conducted by the university. The role of college is limited to conducting exams in fair and efficient manner. Our college has a examination buildingfor conducting university as well as college exams. A examination board looks after all the works related to conducting exams. At college level, examination controller and two assistant controller of examinations look after this work continuously. Evaluation work is carried by teachers who are appointed as evaluators by the university
Teaching and Learning	Teaching and Learning The college has an Internal Quality Assurance Cell (IQAC) that meets periodically to discuss the various issues regarding teaching-learning and evaluation. The college follows the guidelines laid down by the Government of Bihar in matter of reservation. It is a co-educational institution, and in some disciplines the number of girls exceeds that of boys. For differently-abled students also, there is a reservation policy. Freeship is given to economically marginalized students For all-round development of students, the college offers a proper blend of academics and sports. Before the commencement of various programs, 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 students are carefully and continuously monitored. Great emphasis is laid on assignments and continuous internal evaluation. The college lays great stress on attendance.
Curriculum Development	Curriculum Development Though the curriculum is designed by the University, the goals and objectives of the curriculum are transmitted to the students with the efforts of the Faculty by teaching beyond classroom and curriculum. . The Institution provides a wide range of courses/programmes in Arts, Commerce, Science and Vocational studies at Graduation and Post-Graduation

levels. The College has a limited role in designing the curriculum as it is decided by the Jai Prakash University, Chapra however some Faculty members take initiative and contribute in designing the curriculum as members of the Board of Studies/ Syndicate/Senate, J.P.U, in different subjects. . This mechanism helps in identifying the new courses/ programmes subjects that can be introduced in the ensuing academic sessions. The frequency of curriculum update or syllabi revision depends on the University. To stir and motivate underperforming students, the College provides remedial classes.

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

E-governace area	Details
Planning and Development	e-governance is essential component of planning and development in any institution. Rajendra college is trying to implement new techniques in this sphere. Principal has constituted different committees for planning and development like college development council, purchase committee, library committee, examination board. Meetings for these committees are regularly held and minutes, action taken plan of meetings are electronically recorded. DPR of college has been developed and is followed for planning and development.
Administration	All notices of college are conveyed through whats app group of teaching and nonteaching staff. This brings efficiency in administration of college. Biometric attendance is also a good tool for administration which has been implemented. CCTV has been placed at strategic points at college which helps in maintaining discipline.
Finance and Accounts	All the finance and accounts related data are electronically recorded and stored. DCR-1 and DCR-2 are regularly maintained and analysed by the income and expenditure bursars. All the purchase and infrastructure development in college is done through tender method for which advertisement is given in local newspapers
Student Admission and Support	Admission of students is done centrally by the university through online method. Students are supposed to give their preference of college and they are allotted college according to the merit list and reservation policy. College telephonically intimates selected candidates to facilitate their admission. Teachers support students by providing them with online notes besides classroom teaching.
Examination	Examination are conducted by the university according to academic plan. Examination forms are filled online and are physically verified by the

concerned departments to avoid any mistakes in admit cards

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
Nill	NIL	NIL	NIL	Nill

No file uploaded.

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)
Nill	NIL	NIL	Nill	Nill	Nill	Nill

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
NIL	Nill	Nill	Nill	00

No file uploaded.

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
46	26	22	16

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
PPF, GROUP INSURANCE	PPF, GROUP INSURANCE	pmsp

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 DOEN NOT CONDUCTS INTERNAL AND 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
NIL	0	NIL

No file uploaded.

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

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

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

NIL

6.5.3 – Development programmes for support staff (at least three)

NIL

6.5.4 – Post Accreditation initiative(s) (mention at least three)

NIL

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Nill
c)ISO certification	Nill
d)NBA or any other quality audit	Nill

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
Nill	DATA ICLUDED IN ATTACHED FILE	Nill	Nill	Nill	Nill

View File

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
NIL	Nill	Nill	Nill	Nill

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
NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	12

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	Issues addressed	Number of participating students and staff
Nill	Nill	Nill	Nill	00	NIL	NIL	Nill

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)
NIL	Nill	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	Nil	Nil	Nil

No file uploaded.

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Plantation Pedestrian pathways Power saving equipments like CFL and LED Campus cleanliness drive by NSS and NCC units Tobacco Free campus No smoking zone

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practises 1: Green College Initiative "GO GREEN RAJENDRA COLLEGE" Process Initiated on EARTH DAY, 22nd April 2019 by the NSS and NCC Volunteers of Rajendra College Chapra. Objective: This initiative was taken to enhance the greenery of the campus and make it eco-friendly. Context: Tree plantation drive was initiated in the college through this practice. Several medicinal and flowring plants were planted in the college campus to make the campus full with greenery in near future. Furthermore, in various events conducted in the college the dignitaries and guests were welcomed by gifting them a plant which they have to plant in the college campus to spread the social awareness about tree plantation. Evidence of success: There is significant difference is observed in terms of greenery in this college through this " "GO GREEN RAJENDRA COLLEGE" initiative. The college campus is now flourishes with beautiful flowering plants which add extra effects in enhancing the beauty of the college. Problems encountered and Resources Required: Although several measures have taken to make the campus green however a lot more needs to be done. One of the issues is lack of manpower. It is not always possible to take care of the plants by students and faculties. One dedicated person should be there for planting seasonal plants and regular watering of plants. Best Practice No. 2: Promoting poor and meritorious student to higher education Objective: The vision of the college is to empower the poor and meritorious students to higher education through academic persuit for excellence. Context: Faculty members with

identify the needy students who perform well in the class rooms. Special attention was given to the students who prepare for competitions exams for higher education. Financial assistance is provided to meet the expenses if required through crowed funding by the staffs of the college. Evidence of Success: There is a marked progress in the overall performance of the students. The students are motivated to perform better in their studies and also develop interpersonal skills. There is considerable reduction in the dropout and failure rates. This healthy practice enhances credibility and employ ability enhances upward mobility in the employment ladder the spirit of academic adventure is kept alive promotes progressive group behavior. Problems encountered and Resources Required: Lack of awareness and commitment to be on time for extra classes, specially IT, language and soft skills. The tight schedule of time table leaves little time for house visits. Teachers have to make use of spare time and holidays to visit the homes of students. Orientation of faculty is needed and timely guidance while selecting the students who are truly economically disadvantaged.

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 endeavor 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 neighborhood 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

OUR COLLEGE INTENDS TO FOLLOW ALL THE RECOMMENDATIONS GIVEN IN PEER TEAM REPORT. PROPOSAL TO START NEW COUSES WILL BE INITIATED. WE INTEND TO DEVELOP MANAGEMENT INFORMATION SYSTEM FOR FEES COLLECTION. WASTE MANAGEMENT PLANT , RAIN WATER HARVESTING ARE SOME OF INNOVATIONS WE INTEND TO IMPLEMENT. STEPS WILL BE TAKEN TO IMPROVE ATTENDANCE OF STUDENTS. COACHING CLASSES FOR COMPETITIONS AILL BE STATRTED SOON.