



YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	Raniganj Girls' College
• Name of the Head of the institution	Dr Chhabi De
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03412444069
• Mobile no	9434025079
• Registered e-mail	raniganjgirlscollege@gmail.com
• Alternate e-mail	chhabide@gmail.com
• Address	Searsole Rajbari, Raniganj
• City/Town	Raniganj
• State/UT	West Bengal
• Pin Code	713358
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	Kazi Nazrul University				
• Name of the IQAC Coordinator	Dr Anita Mishra				
• Phone No.	03412445280				
• Alternate phone No.	03412444069				
• Mobile	6297448759				
• IQAC e-mail address	iqac.rgc@gmail.com				
• Alternate Email address	dranitamishrac@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.raniganjgirlscollege.org/images/aqar/AQAR%202022-2023.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.raniganjgirlscollege.org/images/Academic%20Calendar%202023-2024.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.52	2016	05/11/2016	04/11/2021
Cycle 2	B++	2.79	2023	19/05/2023	18/05/2028
6.Date of Establishment of IQAC	05/03/2013				
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	NSS Grant	Ministry of Youth Affairs & Sports, Government of India.	2023-24	71000
Institutional 1	Grant for NSS Yuva Samvad	Ministry of Youth Affairs & Sports, Government of India.	2023-24	20000
Institutional 1	Grant for NSS Saheedi Diwas	Ministry of Youth Affairs & Sports, Government of India.	2023-24	25000
Faculty	Research Project	ICSSR	2023-24 (one year)	420000
Department of Urdu	Publication of Urdu Seminar Proceedings	West Bengal Urdu Academy	2023-24	50000

8. Whether composition of IQAC as per latest NAAC guidelines	Yes	
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the 	No File Uploaded	

meeting(s) and Action Taken Report	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
• If yes, mention the amount	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
Training in Elementary Fire safety Measures and Training in safe handling of LPG organized on 26.08.2023	
"Khadi Mahotsav" observed by NCC from 02.10.2023 to 30.10.2023	
Enrolment of the names of students in the National Electoral list organized by the Electoral Literacy Club, Raniganj Girls' College with the help of the officials from the Block Development Office, Raniganj on 1st December 2023	
Symposium on Thalassemia and Thalassemia testing organized on 04.01.2024 by Raniganj Girls' College in association with Lions Club of Asansol (Udayan)	
A Programme on Stress Management of students through Group Counselling organized on 4th January 2024	
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
Encourage the incumbents to apply for sponsored Major and Minor Research projects	ICSSR sponsored Minor Research Project titled "Local History Resources of Government sponsored Public Libraries of Purba Bardhaman and Paschim Bardhaman Districts in West Bengal and its Impact on Society" approved to Dr Bela Mondal, Librarian, Raniganj Girls' College by Award Letter dated 22nd December 2023 A research project was applied for under Biotechnology based Opportunities Offered to Science & Technology (BOOST) 2024 programme of the Department of

	Science & Technology & Biotechnology, Government of West Bengal (DSTBT, GoWB).
Increase the number of research oriented publications of the incumbents in journals under UGC Care List, Web of Science, Web of Scopus, etc	Incumbents have published articles in journals under UGC Care List, Web of Science, Web of Scopus, etc
Encourage the publication of books with ISBN	Urdu National Level Seminar proceedings published by the Department of Urdu with ISBN 978-93-5891-707-9 Four incumbents published chapters in books with ISBN
Development of e-contents by the teachers for creating e learning materials for the students	e-learning materials provided by the teachers on Whats App groups
Training the students for opening accounts in Academic Bank of Credits	Done
Installation of waste water recycling unit on a larger scale through exogenous fund mobilization	Yet to be implemented
Fulfilling obligation towards institutional social	Thalassemia testing organized by Raniganj Girls' College in association with Lions Club of Asansol (Udayan) Organization of Dengue Awareness and Prevention Programme Enrolment of eligible students as voters in the electoral roll Training in Elementary Fire safety Measures and Training in safe handling of LPG to the teachers and the students Programme organized on Stress Management of students through Group Counselling
13. Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body, Raniganj Girls' College	18/09/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	29/02/2024

15. Multidisciplinary / interdisciplinary

Raniganj Girls' College, affiliated with Kazi Nazrul University, Asansol, provides quality higher education aimed at fostering the holistic development of students into creative and socially responsible individuals. The courses offered by the college are meticulously designed by the University, incorporating multidisciplinary and interdisciplinary options to enhance academic diversity. The college places a strong emphasis on offering students a wide array of curriculum choices, ensuring flexibility and inclusivity. Faculty members are continually updated on the key principles of the National Education Policy (NEP), including the integration of diverse curriculum frameworks, innovative teaching methodologies, and fostering critical thinking, logical decision-making, and creativity. In alignment with the NEP recommendations, the college has implemented the prescribed reforms and has been offering University-recommended courses since the academic session 2023-24. This proactive adoption reflects the institution's commitment to academic excellence and its role in shaping future-ready graduates.

16. Academic bank of credits (ABC):

The college's ability to implement the Academic Bank of Credits (ABC) is governed by the guidelines established by the affiliating university and the Higher Education Department of the Government of West Bengal. As an affiliated institution, the college adheres to the NCCF based 4-year UG/PG Program outlined by Kazi Nazrul University. From the academic session 2023-24, Raniganj Girls' College has successfully integrated the Academic Bank of Credits into its curriculum, demonstrating its commitment to modern educational reforms. To ensure that students are well-informed about

the Academic Bank of Credits, the college has organized two comprehensive workshops. These sessions were designed to familiarize students with the system's features and benefits, thereby empowering them to make informed academic choices. Such initiatives underscore the institution's dedication to fostering an innovative and student-centric learning environment.

17.Skill development:

The primary objective of quality higher education is to open pathways for individual employment and career growth. To align with this goal, our affiliating university has developed a series of Skill Enhancement Courses (SEC) and Ability Enhancement Course (AEC), aimed at equipping students with the competencies needed for both employment and entrepreneurial pursuits. Complementing these efforts, the college organizes a variety of workshops, seminars, and field trips alongside the regular curriculum, offering students valuable experiential learning opportunities. These initiatives not only support the effective implementation of the National Education Policy (NEP) but also promote the celebration of national events such as Independence Day and Republic Day. The institution further observes significant global occasions like World AIDS Day and Environment Day, along with commemorating the birth and death anniversaries of prominent national leaders, fostering a sense of cultural and historical awareness among students. Moreover, a significant number of faculty members have actively participated in NEP 2020 Orientation and Sensitization Programs conducted under the Malaviya Mission Teacher Training Program, ensuring they remain updated on the latest pedagogical advancements. The college also emphasizes a robust student mentorship program, guiding students in exploring post-graduation employment opportunities and optimizing their overall educational experience.

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

The college encourages the study of diverse regional languages, including Bengali, Hindi, Urdu, Sanskrit, and Santali, alongside English. It offers undergraduate courses in both Major and Minor programs, as well as postgraduate and PhD degree programs in Urdu. Additionally, to support the preservation and promotion of the Santali language, the college provides an off-campus certificate course in Ol-Chiki. Plans are also underway to introduce a postgraduate program in Santali, further expanding academic opportunities in regional languages. To deepen students' appreciation for cultural heritage and traditions, the college organizes field trips to local heritage sites. These initiatives aim

to cultivate a profound understanding of cultural diversity and linguistic richness while fostering a sense of pride in regional and national heritage.

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

The college offers a comprehensive range of programs in Languages, Humanities, Science, and Commerce, designed to deliver outcome-based education (OBE). As part of this commitment, the affiliating university has adopted an OBE framework, clearly defining Programme Outcomes, Programme Specific Outcomes, and Course Outcomes. The courses are meticulously structured to emphasize key cognitive skills, including Remembering, Understanding, Application, Analysis, Evaluation, and Creativity. Additionally, the university-curated syllabi are aligned with the principles of the National Education Policy (NEP), ensuring that the academic offerings meet contemporary educational standards and foster holistic student development.

20.Distance education/online education:

The Covid-19 pandemic posed unprecedented challenges to educational institutions worldwide, requiring innovative solutions to sustain learning. In response, the faculty members of Raniganj Girls' College embraced digital platforms such as G-Suite, Zoom, and Webex from the early stages of the pandemic. This adaptation reflects the vision of the New Education Policy (NEP), which encourages leveraging technology to meet evolving educational needs. One significant challenge faced by the college is addressing the issue of early marriage among students. To tackle this, the institution plans to introduce distance education programs, enabling students to continue their studies without the need for physical attendance on campus. This initiative aims to provide flexible learning opportunities, empowering students to balance their personal circumstances with their academic aspirations.

Extended Profile

1.Programme

1.1 43

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

File Description	Documents
Data Template	View File

2.Student2.1 **1526**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **1207**Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 **441**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 **95**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **98**

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	43
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1526
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1207
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	441
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	95
File Description	Documents
Data Template	View File

3.2	98
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	47
Total number of Classrooms and Seminar halls	
4.2	108.3005114
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	44
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

As an affiliated college, the college strictly follows the curriculum designed by Kazi Nazrul University. Curriculum delivery to be more effective and well planned, first the teaching days are earmarked in the college academic calendar prepared for each semester in conformity with Academic Calendar of KNU. Next, a master routine of the different streams were prepared. Accordingly, the different departments prepare their departmental routines and conduct departmental meetings to distribute the syllabi and workload among the teachers. An Orientation programme for the first semester students was organized to communicate the National Curriculum and Credit Framework introduced from the session 2023-24, the POs and COs for different subjects and the Code of Conduct before the commencement of classes. For effective curriculum delivery the teachers used different student-centric methods of teaching-learning apart from the traditional lecture method. The teachers also create different WhatsApp-Student groups which often form the basis of communication and sharing

information and learning resources with the learners. The library resources and e-learning resources are also made available to the students through the College website. The evaluation processes are carried out both in the online mode and physical mode.

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

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

The academic calendar of the college for the year 2022-23 was prepared in accordance with the academic calendar of Kazi Nazrul University, the affiliating university. This helped us to earmark the total number of teaching days at the beginning of each semester. The institution earmarked the dates for different events related to academics, co-curricular and extension activities and adhered to the same methodically. It also earmarked the tentative dates for Internal Evaluation (CIE) in the Academic Calendar. All the departments of the different streams of the college have taken classes and conducted Continuous Internal Evaluation (CIE) following the central routine and academic calendar of the Institution. The process of Continuous Internal Evaluation was conducted for both odd and even semesters. For Honours Courses the online internal examination was mostly conducted through the college examination portal. For Program Courses the Continuous Internal Assessment was carried out by the different departments in accordance with the examination routine prepared centrally in the online mode.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.raniganjgirlscollege.org/images/Academic%20Calendar%202023-2024.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the

B. Any 3 of the above

following academic bodies during the year.
Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

43

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

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

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

4

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

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

77

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The curricula of the courses offered by the institution integrate cross cutting issues like Gender, Human Values and Ethics, Environment and Sustainability. Literary pieces included in the syllabi of Bengali, Hindi, English and Urdu bring to the fore the injustice and atrocities meted out to women. Moreover, Indian language films that are also part of the syllabi portray these evil practices in a more pictorial way and leave a greater impact on the minds of the students. Gender topics are also taught in Political Science and Economics. Issues like Environment and Sustainability are included in the courses offered by Chemistry, Economics, Political Science, English, Geography and Microbiology. All the students in the first semester study "Environmental Studies" and prepare projects. Ethical practices in business are taught in the courses offered by the Commerce department. Issues on Human Values and Ethics are integrated in the courses of Bengali, Commerce, Hindi, Philosophy etc. Sports and yoga taught in Physical Education inculcate Professional Ethics in the students. Crosscutting issues are also addressed through the celebration of events and organization of seminars and different co-curricular activities. Extension and other outreach activities like NCC and NSS integrate issues like Human Values and

Environment .

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

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**15**

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships**834**

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System**1.4.1 - Institution obtains feedback on the****B. Any 3 of the above**

syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

File Description	Documents
URL for stakeholder feedback report	https://www.raniganjgirlscollege.org/images/igac_link/1.4.1.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.raniganjgirlscollege.org/images/igac_link/1.4.1.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

650

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

237

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Assessing the learning levels

At the beginning of each academic session, the learning levels of the first semester students is gauged from their performance in the previous level of study, introductory classes and informal class performance of the learners in each course. As they progress to succeeding semesters, one of the objectives of conducting assessments regularly and systematically is to identify the advanced and slow learners and adopt measures beneficial for them

Measures for advanced learners:

1. Organising special lecture
2. Encouraging the students to make presentations as resource persons in seminars
3. Inviting contributions for magazines
4. Organising exhibitions
5. Recommending books outside their syllabus to better understand and analyse the topics
6. Regular mentoring session with a view to encouraging them to progress to higher education
7. Grant of endowment scholarship to meritorious students

Measures for slow learners:

1. Mentoring and counselling of slow learners
2. Tutorial classes
3. Repetition of topics taught Multilingual classes for better communication
4. Facilitating access of the students to book banks
5. Helping them in preparing notes

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

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

Number of Students	Number of Teachers
1526	95

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

In the academic session 2023-24, the college used Student Centric Methods such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences

Experiential and Participative Learning:

1. Several departments organised project and field works, educational tours and excursions as part of their curriculum.
2. Exhibition are organised annually by different departments of the college.
3. Organization of student seminars and group discussions
4. Publication of Departmental Wall Magazine
5. Hands on training in practical based departments
6. Participation in annual sports and cultural functions of the college also instilled in the students a strong sense of mutual cooperation and fellow feeling.
7. Students were encouraged to attend seminars, webinars, workshops, invited lectures training, skill development programme etc.

8.NSS, NCC and Extension activities motivate the students to take part in different cultural and philanthropic activities.

Problem Solving Methodologies:

1.Students' doubts and confusions were cleared when their queries are answered and assignments checked by the teachers.

2.Tutorial classes are held to ensure a sort of uniformity among the students.

3.Problem Solving through Orientation

4.Regular career counselling programmes have been offered

5.Additional Knowledge resource provided through the hosting of e-learning resources

6.Student Mentoring

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

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

The use of ICT enabled tools has become the new normal today. Raniganj Girls' College attaches utmost importance to the use of ICT enabled tools to make the teaching engaging, lively and most effective. Some of the most effective means adopted are as follows:

1. The teachers prepared power point presentations that helped them illustrate the highlights of a particular topic in a very short time.
2. One more very useful thing was the paint software that made the teaching-learning process more effective and enjoyable.
3. Virtual classrooms allowed the students access to wonderful mode of learning.
4. Smart boards were also smartly used.

5. There are WhatsApp group for the students of almost all courses for the purpose of official communication.
6. Online platforms such as Zoom, Google meet that came to be used randomly during the Pandemic were still in use for various purposes.
7. Online study materials were shared with the students for the sake of their convenience.
8. Links to different videos and audios were also shared with the students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

93

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

2.4 - Teacher Profile and Quality

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

95

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

28

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

984

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Internal assessment of students is crucial for any academic institution to gauge and manage their preparedness for the end-semester examination. Raniganj Girls' College has a reputation of doing this with utmost seriousness and professionalism. Much before the End-Semester exams of the affiliating university were announced and conducted, the college arranged the Internal Assessment of students. An exam schedule was prepared centrally and the exams taken strictly in accordance with that schedule. Internal assessments for different major and minor programmes were held using google forms. Even while taking the internal assessments online, students had to come to college, get their attendance recorded and take the tests. The links to the google forms were shared by the teachers of the concerned departments in the official WhatsApp groups right at the scheduled hour, and the students took the test clicking the same. Seating arrangements were also made by the college keeping in mind internet accessibility. The teachers on invigilation duty even offered help to students who were not very tech-savvy to access the google forms and answer the questions.

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

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

The transparent and robust process of internal assessments at Raniganj Girls' College minimizes the possibility of grievances on the part of the students about these assessments. But, whenever there was any grievance, complaint or request with regard to the appearance at these assessments or anything else, the same was considered with utmost seriousness. The problems, complaints and grievances were first reported by the students to the teachers of the concerned department who ultimately brought these to the notice of the Principal of the college. With the teachers relentlessly trying to convince the students of the importance of internal assessments, the instances of the faltering of students to appear at the internal assessments were almost brought to naught. However, grievances that were reported to the teachers were considered seriously and immediately intimated to the principal. The principal then offered suggestions to the concerned teachers and asked them to adopt appropriate measures for the timely redressal of those grievances.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme Outcomes and Course Outcomes across all disciplines offered by the institution are stated and displayed on the college website. In conformity with the stated mission and vision of the institution, the Outcome Based Education (OBE) provides a platform for the holistic development of the learner's potential. It is intended towards providing quality education through knowledge acquisition and skill development nurturing highly promising individuals ready to face the global competition.

The college started offering the Learning Outcome-based Curricular Framework (LOCF) adopted by KNU under the CBCS pattern of study from the academic session 2020-21. Subsequently, the HEI transitioned from LOCF structure to the UGC prescribed National Curriculum and Credit Framework (NCCF) for undergraduate courses with the adoption of the same by the affiliating university from the academic session 2023-24.

The teachers of the college attended curriculum based workshops to orient themselves about the new framework. They in turn communicated the Learning Outcomes to the students in the class. The college has also organized Orientation Programme for the freshers for the same purpose. The POs and COs are displayed on the college website and can be easily accessed by the stakeholders at any point of time.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Regular evaluation of attainment of different programme, programme specific and course outcomes on the part of the students is equally important as chalking them out right at the beginning of each semester and communicating them to the students. This gives the teachers an idea of the effectiveness of the modes and methods used to teach a particular course and invites them to reflect upon the need or provision of applying innovative tools and techniques. All assessments, tests and project works conducted by the students were evaluated by the teachers with utmost seriousness. Students' progression to higher education was kept track of. The record of students securing jobs, both at public and private sectors, was maintained. Students' satisfaction survey was conducted with the help of google forms. Some departments got in touch with the ex-students and tried to figure out how their students were faring in different competitive exams.

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

2.6.3 - Pass percentage of Students during the year**2.6.3.1 - Total number of final year students who passed the university examination during the year**

361

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<https://www.raniganjgirlscollege.org/images/StudentSurvey/17341810912023-24.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

8.4

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

2

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

1

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Ecosystem for innovations

The innovative ecosystem of the college helps to build a network with other organizations to share knowledge and skills and develop potentials and facilities through mutual collaboration.

The college has also established a vermicomposting unit in collaboration with the Department of Ecological Studies, International Centre for Ecological Engineering of the University of Kalyani. The college has also adopted a project in aquaculture by installing a fish cultivation pond maintained by the Zoology department

Creation and Transfer of Knowledge

The college has an impressive museum with a special focus on preserving the tangible cultural heritage of the region and foster experiential learning. The students of the Department of Microbiology have been oriented about the exhibits in the museum.

Dr Bela Mondal, Librarian, Raniganj Girls' College received ICSSR grant for Minor Research Project.

Dr Farooque Azam and Dr Shahnour Hossain, are research guides in Urdu.

The seminar proceeding of a National level seminar organized by the Urdu department was published with the grant for seminar given by West Bengal Urdu Academy.

Theme based Departmental exhibition stalls were organized with the aim to provide students with opportunities to learn something new as well as showcase their talents.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

18

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

3

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

11

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

4

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The NSS and NCC activities of the college are intended towards serving the neighbouring community. These activities included creating awareness about AIDS, undertaking plantation programme, Swachh Bharat Abhiyan, Dengue Awareness Campaign, Awareness about Thalassemia and Thalassemia testing, Stress Management through Counselling etc. The NSS volunteers along with the History department celebrated Children's Day in the adopted villages by donating educational kits to the children of the adopted villages. The NCC participated in the procession of the Opening Ceremony for Raniganj Book Fair.

The NSS volunteers got sensitized about different social issues by participating in different competitions and programmes organized by the government like Paryvaran, Meri Mati Mera Desh, Viksit Bharat and so on. The extempore competition on Panchpran in Yuva Sambad acquainted them about the resolve for developed and

resurgent India by 2047. The NCC cadets participated in Khadi Mahotsav propagating the message of Vocal for Local and attaining self-sufficiency.

Other extension activities of the college include conducting a Certificate Course in Basic Santali at Micchildanga, a tribal village near Raniganj.

The enthusiastic participation and level of involvement of the students in different extension activities and sensitization programme on social issues reaffirms our commitment towards the society at large.

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

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

5

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

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

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

47

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

360

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

3

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

4

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Institution is continuously trying its best to create an effective teaching-learning environment by providing suitable infrastructure. It ensures the optimal utilization of the existing physical infrastructure. Most of the departments have dedicated classrooms. Moreover, Classes are also arranged in the other existing classrooms according to the class routine as per necessity. Some classrooms are also fitted with projectors and Smart Boards to offer modern methods of teaching. There are science laboratories in the departments of Physics, Chemistry, Botany, Zoology, Microbiology, Geography and Psychology. The laboratories are equipped with the instruments as per the University curriculum. All laboratories are adequately equipped with the latest instruments. Moreover the institution has a Central Laboratory with Instrumentation Facility which can be used by the teachers and students of the bio-science departments. We also have a well-equipped computer laboratory which is used by the students of this institution for their computer based classes according to the curriculum. Each academic department is equipped with a laptop and a projector. This makes all the academic departments of our college ICT empowered. Total 103 computers (including laptops) are available for various purposes ranging

from administration to academics.

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

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

The Institution has adequate facilities for cultural activities, and indoor and outdoor sports. The seminar hall measuring approximately 114.18 sq m serves the purpose of hosting academic and cultural events at regular intervals like seminars, workshops, celebration of Teacher's Day, birth anniversary of Rabindranath Tagore and so on. It was inaugurated by former West Bengal Governor, Viren J Shah in 2002. The largest cultural event on the campus, the Annual Social "Kristi" is usually organized on the college grounds. A stage has been constructed for hosting different cultural events. Outdoor Sports facilities include two grounds prepared in the nineties. One ground measures 1741.932 sqm approximately. This ground is used for training students for intra-college and inter-university events and yoga activities. On one side of the ground there also exists a badminton court measuring 118.36 sq m and regularly used for badminton practice. The Annual Athletic Meet is held on the second ground measuring 5077.71 sq m approximately. Provision for indoor games has been made in the common room. There is no separate yoga centre. However, International Yoga Day is celebrated each year.

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

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

17

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

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

50.92251

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

4.2 - Library as a Learning Resource

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

The Central Library is partially automated with SOUL 2.0 Integrated Library Management Software (ILMS) since 2016. Now we are using the updated version of SOUL software i.e., SOUL 3.0 All activities like book accumulation, spine label and barcoding of books, library user card generation, online access of catalogue (WEB-OPAC) (http://rgclibrary.aadija.com/web_opac.php), barcode based attendance System etc. have been done through this software. Barcode based circulation system is started now in the library. The Library provides remote access to the digital resources such as syllabus, etc to its users. The central library has 27236 books, access to e-books and e-journals through N-LIST. The Library also provides Wi-Fi connectivity to its users. The Library provides specialized services to the users like printing facility with nominal cost, N-LIST user ID, QR code based OPAC and

Department Syllabus service. Keeping in view of present social networking practice the library also create one library website (URL: <http://rgclibrary.aadija.com/>) for dissemination of library information.

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

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

B. Any 3 of the above

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

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.66896

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

35

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

4.3 - IT Infrastructure

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

1.IT facilities are regularly updated. College has broadband internet connection as well as wi-fi connection. Office computers are networked through LAN with unlimited internet connectivity. Bandwidth of the internet connection is 100 Mbps.

2.Few classrooms are ICT enabled and equipped with smartboards and projectors.

3.Each academic department is equipped with at least a laptop with adequate software and a projector.

4.During CAPF posting before 2024 elections, classes were conducted online.

5.Teachers and students have membership in NLIST for accessing e-resources.

6.The circulation process of the college library has been made fully automated

7.A well-equipped computer laboratory is used by the students of this institution for their computer-based classes

8.ICT facilities and different software are used for various purposes like running everyday office administration, maintaining accounts as well as transactions like cash receipts and disbursements

9.Attendance of employees is recorded by an advanced face-recognition biometric system.

10.CCTV system installed for campus security and management.

11.There exists a commonly shared heavy-duty low cost printing and xerox facility

12.The College has a dynamic website which disseminates all the necessary information to the wider world. It has been our sustained and ceaseless endeavour to constantly upgrade and enhance the IT facilities and services.

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

4.3.2 - Number of Computers

44

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

15.36068

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

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The institution frames out its infrastructural development policy considering the strength of student, changes in the curriculum and the new courses to be introduced. Any major infrastructural change is discussed both in the Teachers' Council and the Purchase Committee (for purchasing books, Laboratory equipment, sports equipment, computer and accessories) or the Building Committee (for maintenance of building: classrooms, toilet, laboratory etc.), and finally realized by the Governing Body, after considering the necessities of the concerned users. Library committee meetings are held at regular intervals.

Journal/Magazine, Daily Newspapers, Employment oriented Newspapers are subscribed on a regular basis. Library books are well stacked in accordance with Dewey Decimal Classification System. Students are made aware about digital database like N-LIST etc. The RUSA 2.0 grant has helped in renovation and upgradation of the existing facility and new procurement. The college authority also makes sufficient budgetary allocations, as per requirement, within its limited resource, for procurement of books, laboratory equipment, sports equipment, computers and peripherals, as well as for upgradation and maintenance of the existing facilities.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

586

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

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

36

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

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

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

784

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

784

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

4

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

29

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

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

4

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

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

The Students' Council is a statutory body comprising students' representatives from different semesters and the Principal of the college as its President. The student representatives function as

a link between the students and the college authority. Students often share their experiences and problems with the members of the Council who immediately bring these to the notice of the Principal which are then appropriately addressed. The zealous participation of the student's representatives in organizing cultural competitions, Annual Sports Meet, Freshers' Welcome and Annual Cultural Programme (Kristi) is extremely praiseworthy. Apart from these, the student representatives also actively conducted the Saraswati Puja with all piety and celebrate Raksha Bandhan, Teacher's Day and so on involving the teachers, non-teaching staff and the students. They also provide financial aid to the needy and deserving fellow college students. There is representation of students in committees like the IQAC and Anti-Sexual harassment cell/Internal Complaints Committee and so on. Thus, the students' representatives of our college with all its activities are a significant contributor to the sustenance and growth of Raniganj Girls' College.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

14

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Alumni Association of Raniganj Girls' College was formed in 2004 under the name "Bandita". Later the association was registered as "Raniganj Girls' College Alumni Association" under the West Bengal Societies Registration Act, 1961 on 23rd day of December, Two thousand and Twenty. The alumni are an important stakeholder of the college and their positive presence can create a significant impact on the development of the institution. The significant contributions made by the alumni in the interest of the development of their alma mater are stated below.

The alumnae of Santali department namely Kalaboti Soren, Namita Hembram and Sanjhi Murmu assisted in imparting the Santali Certificate Course introduced by Raniganj Girls' College for the propagation of the Ol-Chiki script to the inhabitants of Micchildanga, a tribal village near Raniganj

The Alumni of the History department contributed to the celebration of Children's Day in the adopted village of NSS where educational kits were donated

Assisting in the organization and participation in important events and festivals organized/celebrated in the college like Annual Athletic Meet, Teachers' Day, Saraswati Puja, RakshaBandhan etc.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

- The vision and mission of our college is enshrined in the motto "Asatoma sad-gamaya, tamasomaa jyotir-gamaya". Viewed from the perspective of the contemporary world scenario, this age old Sanskrit mantra motivates us to move towards enlightenment leading to emancipation, with the singular focus on women's education and their holistic development.
- The highest decision making authority at the college level is the Governing Body constituted according to norms laid down by the government. The Principal, as the ex-officio Secretary, works in tandem with the Governing Body towards framing and implementing the institutional quality policy in conformity with the mission and vision of the college.
- The different administrative and academic units like IQAC, the Accounts Department under the stewardship of the Bursar, Teachers' Council, NSS and NCC units, and the constitution of different committees like the Finance Committee, Purchase Committee, Building Committee, Maintenance Committee, Students' Welfare Committee, Academic Committee, Routine committee, Examination committees, Academic Calendar Committee, Library Committee, Mentoring Committee, Research Committee, Anti-ragging Cell, Anti-Sexual Harassment Cell, Career Guidance and Counselling, Placement Cell, Women's Cell etc. ensure the participation of the teachers in the decision making bodies of the institution and help the Principal in smooth functioning of the college.

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

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

One example where decentralization of responsibility leads to participatory and collective administrative activity is the conduct of End Semester University Examinations by the teachers

and the non-teaching staff of our college under the supervision of the Principal.

- For each semester separate committees have been constituted comprising members of the teaching staff. These committees are responsible for preparing the Invigilation Duty Rosters for conducting the End Semester in accordance with the schedule provided by the affiliating university.
- The committees along with the non-teaching staff receive question papers from the university officials and manage the basics of each day's examination including record keeping and systematic collection, packaging, safe-custody and dispatch of answer scripts.
- The non-teaching staffs are assigned specific responsibilities. Like some of them sort the answer scripts and put the Center-in-Charge's facsimile on them. Some are assigned the responsibility of preparing the seating arrangement in the examination halls.
- During the hours of examination the non-teaching staffs help the teachers to prepare daily attendance reports and help the examinees to attach their extra sheets to the main answer script in a secure manner.
- After the examination, another dedicated group of non-teaching employees carefully pack the answer scripts with proper sealing.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic Plan:

One of the points in the Futuristic plans of the institution highlighted in the SSR of Second Cycle NAAC Assessment & Accreditation was "Fulfilling our obligation towards institutional social responsibility through all round participation and involvement of the different stakeholders of the college".

Implementation:

In conformity to the above point, a Symposium on Thalassemia and Thalassemia testing was organized by IQAC and NSS Units of Raniganj Girls' College in association with Lions Club of Asansol, Udayan on 04.01.2024

Outcomes exhibiting successful implementation and effective deployment:

1. The Symposium witnessed a total participation of 113 students.
2. A total of 72 students came forward spontaneously to get themselves tested for Thalassemia
3. The results from Thalassemia testing revealed one student as positive. Subsequently, she along with her family were counselled by eminent doctors about the issue.

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

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

- The Governing Body of Raniganj Girls' College is the highest decision making body. The Principal as the institutional head manages the academic and administrative affairs of the college and executes the decisions adopted by the Governing Body.
- The Teachers' Council advises the Principal on academic issues. The administrative and support staff execute the instructions of the Principal. Administrative units like IQAC, Finance Committee, Purchase Committee, Building Committee, Maintenance Committee, etc. help in the efficient functioning of the HEI. The Bursar oversees the financial affairs of the college.

- Various other committees like the Anti-Ragging Cell, Grievance Redressal Cell, Anti-Sexual Harassment Cell, SC, ST, OBC and Minority Cell, Women's Cell, Career Guidance and Counselling Cell, Admission Committee, Students' Welfare Committee, Placement Cell etc are also in place for appropriate planning, preparation and execution of issues pertaining to quality assurance, redressal of grievances and the various aspects of education nurturing the learner's comprehensive development. These committees also ensure that safety, security and dignity of the staff and students are safeguarded.
- Our institution is a government-aided college. All recruitments and appointments are made strictly in abidance of the rules, regulations and procedures promulgated by the Government of West Bengal from time to time.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.raniganjgirlscollege.org/images/igac_link/6.2.2%20Organogram%20edited.pdf
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

1.Credit facilities are available from Raniganj Girls' College Employees' Credit Cooperative Society Limited.

2.Loan from Provident Fund is also available in times of exigencies.

3.Sick Room and availability of medical personnel on call for responding immediately to emergencies

4.Ramps, toilets and wheel chair facilities for the differently abled.

5.Grievances if any are dealt with promptly. No grievances have been reported so far.

6.The women employees can keep their children in a working facility identified as Mayer Aanchal set up in a room exclusively for this purpose.

7.Sabbatical Leave of 2 years may be availed by the teaching staff subject to certain conditions.

8.Files pertaining to e-Pension are timely submitted before the superannuation of the incumbent.

9.Provident Fund benefits are immediately dispersed on the superannuation of the incumbent.

10.Encashment of Earned Leave on superannuation.

11.Collective monetary contributions have been provided to the full-time and casual incumbents to meet their immediate health-related expenses.

12.Steady supply of purified and cold drinking water.

13.Existence of Sports and games facilities

14.Birthdays of the incumbents of the college are celebrated.

15.Farewell Programme organized for the retiring incumbents

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

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

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

0

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

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

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

3

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

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

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

23

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

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

- The institution strictly follows the existing regulations in monitoring the performance appraisal for teaching and the non-teaching staff.
- Appraisal of teaching staff and librarians in substantive

posts is done through the Performance Based Appraisal System (PBAS) on the basis of Academic Performance Indicators (APIs) under the process of Career Advancement Scheme (CAS) for promotion to higher stages. The procedure is supervised by the IQAC under the stewardship of the Principal. Apart from teaching, the teacher's involvement in research and publications and active participation in various administrative, co-curricular and extension activities are also assessed for the calculation of API.

- The prepared CAS papers of the incumbents are first scrutinised by a duly constituted Screening/Selection Committee comprising nominees of the government and the affiliating university. Consequently the document is finally signed by the President of the Governing Body and submitted to the Directorate of Public Instruction, Government of West Bengal for the incumbent's placement/promotion.
- The performances of the technical staff are appraised on completion of the seventh and twentieth years of their service respectively. Whereas the performance of the administrative staff is appraised after the first ten and twenty years of their respective service careers.

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

6.4 - Financial Management and Resource Mobilization

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

The financial matters of the college are overseen by the Accounts section of the college under the supervision of the Bursar with the Principal at the helm of affairs. The institution routinely conducts internal audits for every financial year by competent chartered accountants. At the next stage government audit is conducted by an external auditor authorized and appointed by the Directorate of Higher Education, Government of West Bengal in tandem with the relevant rules and regulations of the Government of West Bengal. The statutory auditor was duly appointed by the

Government of West Bengal vide Appointment Letter dated 09.02.2024 for conducting the external audit. Subsequently, external audit was completed till the financial year 2022-23.

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

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

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

0

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

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

Our college is a government aided college chiefly funded by the Government of West Bengal.

Pay and allowances of the incumbents in the substantive posts as well as the emoluments of SACTs are directly credited to the respective incumbent's salary account by the government treasury through e-governance.

Consequent upon the first cycle of NAAC A&A, our institution received grants under RUSA 2.0.

In 2023-24, the HEI received grants for research project, publication of Urdu seminar proceedings and NSS activities.

About fifty percent of the fees collected from students are deposited with the State Government.

The Finance Committee and the Governing Body monitors effective and efficient use of the available financial resources.

The Bursar of the college looks after the day to day transactions and implements the decisions taken by the Finance Committee and the Governing Body. The Annual Budget of the college is prepared by the Bursar and is duly considered by the Finance Committee and the later referred to the Governing Body for final approval.

Purchase/procurement and development works are made on the basis of the rules laid down by the State Government. The expenditure from the RUSA grant is being made through the PFMS portal.

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

6.5 - Internal Quality Assurance System

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

The IQAC under the stewardship of the Principal plays an important role in adopting quality initiatives in the college.

One quality initiative adopted and institutionalized by the Principal in the college is creating awareness about Thalassemia. An "Awareness Programme on Thalassemia" and subsequently Thalassemia testing was organized by the college in collaboration with Lions Club of Asansol, Udayan on 4th January 2024

Another quality initiative adopted is the spreading of electoral literacy by getting students enrolled in the electoral roll with the help of the district administration in conformity to the motto of the Electoral Literacy Club "No Voter to be Left Behind". On 22nd November 2022, about 52 eligible students registered their names in the electoral list. Enrolment of names of students in the National Electoral list was once again conducted in 2023. On 01.12.2023 a total of 29 students registered their names in the

electoral list. This year enrolment of students in the voter's list was undertaken on 28th November 2024

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Review of the teaching-learning process and implementation of necessary reforms have remained foremost points of importance.

One method adopted for reviewing the teaching learning process is through the regular conduct of Student Satisfaction Survey (SSS) in the format prescribed by NAAC. The responses elicited from the students are scientifically analyzed and on the basis of those analyses further improvements are made to make the system qualitatively better.

Another example that can be cited is the adoption of the process of online internal assessment and meticulously sustaining this quality initiative by the Head of the Institution since 2018-19. Further, in 2024 due to Central Armed Police Force posting in the college before the Lok Sabha elections, classes were conducted in the digital mode. Again workshop, seminars and special lectures have been organized in the hybrid mode to enhance the quality of education in the institution

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for

A. All of the above

**improvements Collaborative quality initiatives with other institution(s)
Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Different measures are planned and adopted to sensitize the students about different gender issues and promote gender equality

Gender equity and gender sensitization issues are addressed in the different courses taught by subjects like Bengali, English, Economics, Urdu, Hindi, History and Political Science within the curricular framework.

Seminars, workshops and different co-curricular activities were organized to create and enhance awareness about gender issues.

To ensure safety and security, entry to the college campus is restricted. The college campus is 24 hours under CCTV surveillance. Recently, a High Mast Light was installed and inaugurated to enhance the night time illumination in the area adjacent to the Girls' Hostel. The Anti-ragging Cell and Anti-Sexual-Harassment Cell of the college are involved in gender sensitization and awareness creation against gender discrimination. Women employees can keep their infants with personal attendants in a temporary facility named 'Mayer Anchal'.

To address health issues of the students, programme on Thalassemia

and stress management workshop have been organized. Sanitary napkin vending machines are installed in the students' toilet to increase consciousness about sanitation. Students are encouraged to participate in yoga and sports to keep themselves fit.

File Description	Documents
Annual gender sensitization action plan	https://www.raniganjgirlscollege.org/images/igac_link/7_1_1.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste Management

Biodegradable wastes are now mostly converted into compost by the vermicomposting unit installed in the college campus. Single use plastics are banned and sign posts with plastic free zone has been installed to create awareness. Large dustbins have been placed to avoid littering. The dustbins placed in the classrooms have been prepared by the students by recycling discarded paint containers made of plastic by wrapping them with decorative papers. The non-degradable solid wastes are ultimately handed over to concerned

municipal authorities for proper disposal. Use of plastics has been minimized.

Liquid Waste Management

The College manages hazardous waste with burial pits for hazardous liquid effluents from the Chemistry laboratory. This helps to manage liquid effluents from the Chemistry laboratory. A small waste water recycling unit was constructed adjacent to the toilets of the Teacher's Staff room and Principal's room to recycle the waste water of the toilets and use the same again for flushing the toilets

E-Waste management

For the purpose of e-waste management, the college has entered into a MOU with P C Solution. Rejected computers, printers, keyboards and other computer peripherals are handed over to the organization for recycling purposes.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

<p>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</p> <ol style="list-style-type: none"> 1.Restricted entry of automobiles 2.Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping 	<p>B. Any 3 of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="86 568 539 629">File Description</th> <th data-bbox="539 568 1437 629">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 629 539 734">Geo tagged photos / videos of the facilities</td> <td data-bbox="539 629 1437 734" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 734 539 875">Various policy documents / decisions circulated for implementation</td> <td data-bbox="539 734 1437 875" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 875 539 943">Any other relevant documents</td> <td data-bbox="539 875 1437 943" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photos / videos of the facilities	View File	Various policy documents / decisions circulated for implementation	No File Uploaded	Any other relevant documents	View File			
File Description	Documents										
Geo tagged photos / videos of the facilities	View File										
Various policy documents / decisions circulated for implementation	No File Uploaded										
Any other relevant documents	View File										
<p>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</p>											
<p>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</p>	<p>B. Any 3 of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="86 1314 539 1375">File Description</th> <th data-bbox="539 1314 1437 1375">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1375 539 1516">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="539 1375 1437 1516" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 1516 539 1621">Certification by the auditing agency</td> <td data-bbox="539 1516 1437 1621" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 1621 539 1727">Certificates of the awards received</td> <td data-bbox="539 1621 1437 1727" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1727 539 1794">Any other relevant information</td> <td data-bbox="539 1727 1437 1794" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	View File	Certification by the auditing agency	View File	Certificates of the awards received	No File Uploaded	Any other relevant information	View File	
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Reports on environment and energy audits submitted by the auditing agency	View File										
Certification by the auditing agency	View File										
Certificates of the awards received	No File Uploaded										
Any other relevant information	View File										
<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and</p>	<p>A. Any 4 or all of the above</p>										

facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

Linguistic diversity:

Raniganj Girls' College is a multilingual learning space offering courses in six different languages namely Bengali, English, Hindi, Sanskrit, Santali and Urdu. This encourages the students to respect the diversity of languages and dialects spoken in India and build the spirit of tolerance and harmony. International Mother Tongue's Day is organized to honour this linguistic diversity. A Certificate course in Santali was commenced in 2021 in a Santhal inhabited village for propagating the 'OlChiki' script among them.

Financial-aid:

The college offered financial assistance provided by the government and institutional sources to diverse sections of the society.

Different college level activities:

The SC, ST, OBC and Minorities Cell strive to promote equal opportunities for students belonging to different communities irrespective of caste, class, language, and religion. Equal

opportunities are available to students from diverse backgrounds to participate in sports, cultural, NCC and NSS activities. The collective participation of the stakeholders in different events and festivals strengthen the spirit of brotherhood within the institution. Assistive facilities also make the college environment inclusive, Divyangjan-friendly and barrier-free.

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

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

Our college observes the Independence Day and the Republic Day to pay tribute to the freedom fighters and uphold the solemnity of the Constitution.

The Electoral Literacy Club of the college played a crucial role in sensitizing the students about their electoral rights and subsequently helped in enrolling eligible students as new voters. Additionally Voters' Awareness Campaign was undertaken and a Sit and Draw Competition was also organized on the occasion of National Voter's Day. The Political Science department organized a special lecture on the occasion of National Panchayati Raj Day. An extempore competition on India's Panchpran was organized by NSS.

The college organized cultural programme and sports meet. This type of participation help the students to learn the importance of teamwork and the necessity of co-operation that prepares them to become responsible citizens with a spirit of fraternity. The students also engaged in various community based and nation building activities of NSS and NCC to inculcate community values and social and moral duties among the students.

A book on Code of Conduct has also been published. A large section of the incumbents of this institution discharged election duties assigned to them as dutiful and responsible citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.raniganjgirlscollege.org/images/igac_link/7_1_9.pdf
Any other relevant information	Nil

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

Raniganj Girls' College has a rich tradition of celebrating festivals and organizing national and international commemorative days and events. About twenty different events were organized and celebrated by the college in 2023-24

The national and international days and events celebrated/organized included; Independence Day, Republic Day, Netaji Jayanti, Teachers' Day, Children's Day, Vijay Divas, Ambedkar Jayanti, , NCC Day, National Youth Day, National

Librarian's Day, National Voter's Day. National Librarian's Day was observed by paying respect to the 'Father of Library Science in India', Dr S R Ranganathan, followed by a quiz competition. Rabindra Jayanti was celebrated with a cultural programme titled "Tumi robe nirobe" organized by the Department of Bengali

The international days and events organized included World Environment Day, International Mother Language Day, International Yoga Day, World Aids Day and World Cancer Day. The International Mother Language Day was celebrated with a programme titled "Amar ekushe February: Swarane O Monone" organized jointly by the Department of Bengali and Department of Music.

Festivals like Saraswati Puja, Eid Milan and Raksha Bandhan were observed

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

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice 1: Thalassemia Awareness Programme and Thalassemia testing.

The objective of this programme was to create general awareness among the students about thalassemia blood disorder. On 4 January 2024, a Thalassemia awareness programme and Thalassemia testing was organized in Raniganj Girls' College in association with Lions Club of Asansol, Udayan. The thalassemia test reports revealed one student to be a positive carrier. She and her family were counselled about the disorder.

Best Practice 2: Empowering Indian democracy through the Electoral Literacy.

The objective was to promote awareness among the students about the importance of participation in democratic systems. Voter registration drives, organization of competitions on the occasion of National Voter's Day, campaigning about SVEEP and other initiatives were undertaken by the Electoral Literacy Club in association with the district administration. Awareness was raised with the slogan "No Voter to be Left Behind" and eligible students got registered in the electoral roll.

File Description	Documents
Best practices in the Institutional website	https://raniganjgirlscollege.org/igac.php?id=8a
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The Electoral Literacy Club of the College has been actively engaged in fostering awareness among students about their electoral rights and responsibilities. Taking the theme "No Voter to be Left Behind", the club organized a voter enrolment campaign to register eligible students in the National Electoral List in collaboration with the district administration. Two campaigns have been conducted by the club on 22nd November 2022 and 1st December 2023, during which 52 and 29 students respectively were successfully registered as voters in the electoral list. These efforts represent the club's commitment to enhancing the democratic participation of young citizens.

In observance of National Voter's Day on 30th January 2024, the club organized a sit-and-draw competition to engage students creatively while promoting the importance of voting. Additionally, a campaign under the Systematic Voters' Education and Electoral Participation (SVEEP) program was conducted on 28th February 2024, in collaboration with officials from the District Election Office, Paschim Bardhaman. SVEEP, the flagship initiative of the Election Commission of India, aims to educate and empower citizens about voter registration and ethical voting practices.

Through these initiatives, the Electoral Literacy Club has significantly contributed to fostering an informed and responsible

electorate among the student community.

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

7.3.2 - Plan of action for the next academic year

1. Encourage the incumbents to apply for sponsored Major and Minor Research projects

2. Increase the number of research oriented publications of the incumbents in journals under UGC Care List, Web of Science, Web of Scopus, etc

3. Encourage the publication of books with ISBN

4. Undertaking collaborations with institutions of higher learning and research and industrial houses for teaching, learning and research activities

5. Development of e-contents by the teachers for creating e learning materials for the students

6. Collaboration with reputed academic institution for the faculty and students exchange for academic and research purposes

7. Encouraging the students to enroll for MOOC and NPTEL courses

8. Installation of waste water recycling unit on a larger scale through exogenous fund mobilization

9. Fulfilling obligation towards institutional social responsibility through all round participation and involvement of the different stakeholders of the college

10. Installation of Lift in the Main building