



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		RAIDIGHI COLLEGE
Name of the head of the Institution		Dr. Sasabindu Jana
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		+919735310008
Mobile no.		9735310008
Registered Email		raidighicollege95@gmail.com
Alternate Email		raidighicollege95naac@gmail.com
Address		RAIDIGHI COLLEGE, P.O. P.S. - RAIDIGHI.
City/Town		(Village: Raidighi) SOUTH 24 PARGANAS
State/UT		West Bengal
Pincode		743383
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. ARUNIMA BISWAS
Phone no/Alternate Phone no.	+919674686579
Mobile no.	9674686579
Registered Email	mou.aru@gmail.com
Alternate Email	iqac.raidighicollege@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://raidighicollege.in/doc/AQAR%20Report%20accepted%20byNAAC.pdf
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4. Whether Academic Calendar prepared during the year

if yes,whether it is uploaded in the institutional website: Weblink :	Yes http://raidighicollege.in/Academic%20Calendar.html
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5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.01	2016	05-Nov-2016	04-Nov-2021

6. Date of Establishment of IQAC

21-Mar-2014

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Submitted online AQAR	03-Jan-2020 7	5
Save Water Campaign	12-Sep-2019	185

	1	
IQAC Meeting	21-Feb-2020 1	6
IQAC Meeting	31-Jan-2020 1	8
IQAC Meeting	10-Dec-2019 1	45
IQAC Meeting	06-Sep-2019 1	24
IQAC Meeting	01-Aug-2019 1	9
IQAC Meeting	01-Jul-2019 1	7
Submitted All India Survey on Higher Education (AISHE)	28-Jun-2020 3	4
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
N.A.	N.A.	N.A.	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

6

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

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11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

i. Organized crucial environmental awareness programs like "Save Water Campaign"—a community awareness program on Water Scarcity and Water Safety, inspired by Ministry of Human Resource Development, Govt. of India, and Chief Minister's Water Conservation Project, held on 12th September, 2019. IQAC also organized a community awareness program in collaboration with Dept. of Microbiology, on "Say No to Plastics", inspired by Ministry of Human Resource Development, Govt. of India, on 27th September, 2019.

ii. Submitted AQAR in online mode for sessions 2016:17, 2017:18, 2018:19

iii. Submitted All India Survey on Higher Education (AISHE) annual data, as part of quality assurance initiative, and was certified on 28.6.2020

iv. Organized online webinars, workshops, outreach programs etc., during the lockdown period. Also encouraged all depts. to arrange for the same. Encouraged and insisted that all depts. should switch to online teaching/learning mode during the pandemic.

v. New formal academic linkages/MOUs were made with Dhrubo Chand Halder College (Dakshin Barasat), Sammilani Mahavidyalaya (Bagha Jatin), Vijaygarh Jyotish Ray College, Sonarpur Mahavidyalaya for academic sharing, faculty exchange, collaborative community awareness programs, seminars, webinars etc.

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

Plan of Action	Achievements/Outcomes
IQAC resolved to submit AISHE data in time	Submitted in due time.
IQAC resolved to complete all pending AQAR submissions in online mode	Submitted with great details and collaborative effort from all team members. AQAR Submissions were done in online mode. for 2016:17, 2017:18, 2018:19 sessions.
IQAC planned to start preparation for participation in NIRF (National Institutional Ranking Framework) in 2020	Could not be implemented due to the unprecedented pandemic of Covid-19.
As part of Silver Jubilee celebration (from May 16th, 2019 to May 16th, 2020), IQAC proposed to initiate a series of academic and community programs under a common banner of Silver Jubilee celebration and also arrange for appropriate cultural programs	Implemented through online and offline events.
To organize large scale community awareness programs on environmental	Implemented. • Organized "Save Water Campaign"—a community awareness program

<p>issues like conservation of water, ensuring safe potable water, banning of plastic, conservation of mangrove biodiversity, etc.</p>	<p>on Water Scarcity and Water Safety, inspired by Ministry of Human Resource Development, Govt. of India, and Chief Minister's Water Conservation Project, held on 12th September, 2019. • As a part of this same program, water samples collected from Raidighi and adjoining areas were tested for presence of arsenic and pathogenic microorganisms, to assess their safety as drinking water (in collaboration with Dept. of Microbiology, Raidighi College and Dept. Of Microbiology, Dinabandhu Andrews College, Garia, Kolkata) and local people were advised on water safety according to the test results. • Organized a community awareness program in collaboration with Dept. of Microbiology, on "Say No to Plastics", inspired by Ministry of Human Resource Development, Govt. of India, on 27th September, 2019. • During the lockdown period, IQAC acted as advisors to different depts. as they organized online events on similar issues for example on promoting awareness about the conservation of the mangroves of Sundarban. (Webinar on 'The Magical Mangroves: Biodiversity and Challenges', on 24th June 2020, as part of Webinar Series on 'Sustainable Living', organized by Dept. of Chemistry, Dept. of Food and Nutrition)</p>
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<p>To organize awareness and training programs on social and emergency response as part of disaster management since college is situated in a disaster prone zone and is frequented by cyclones.</p>	<p>Implemented. Experts were invited from Indian Red Cross Society (South 24 Parganas district branch) to share their knowledge and train all participants. Event was part of District Level SERV (Social and Emergency Response Volunteer) Scale up Volunteer Training.</p>
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<p>To actively pursue the academic linkages made with other colleges.</p>	<p>Implemented through academic sharing, community awareness programs, seminars, webinars etc.</p>
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<p>To start new formal collaboration with other leading colleges of the state</p>	<p>Implemented. New formal academic linkages/MOUs were made with Dhrubo Chand Halder College (Dakshin Barasat) Sammilani Mahavidyalaya (Bagha Jatin), Vijaygarh Jyotish Ray College, Sonarpur Mahavidyalaya.</p>
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<p>undefined</p>	<p>undefined</p>
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	25-Nov-2020
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	27-Jun-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The Finance and Accounts section of the institution is managed by using eportal of Higher Education Department, Government of West Bengal, through its Integrated Financial Management System (WBIFMS). Details can be found at https://wbifms.gov.in/ Student Admission procedure is fully online and done through College Automation System or CAS which facilitates documentation of student record. Student support like government scholarships is also facilitated through eportals like https://www.wbkanyashree.gov.in/, developed by National Informatics Centre for Kanyashree prakalpa, through https://svmcm.wbhed.gov.in/ developed by National Informatics Centre for Swami Vivekananda Meritcummeans scholarship. Students are guided on application procedure at https://wbmdfcscholarship.gov.in/ for Minority scholarship and http://www.oasis.gov.in/ for Postmatric scholarship for SC/ST/OBC Students. Examination system is also managed online through University exam portal https://www.cuexamwindow.in/. Library automation is in progress using Koha Open Source Library System (Koha version: 3.18.03). Administration is facilitated by a set of statutory committees and subcommittees formed by the Teachers council and headed by the Principal. The HODs (Head of the department) are responsible for their</p>

respective departments. They assign the syllabi for all teachers in a course, design the departmental time table, hold meetings with all departmental faculty, monitor student progress, assess departmental needs. They also serve in the Academic council, Admission committee, Library committee for better academic management. All departments have switched to online mode of teaching, learning and assessment due to lockdown and Covid19 pandemic without any quality compromise in imparting education. Eresources are being widely used, especially through the NLIST programme. IQAC coordinates and synchronizes all activities for quality upgradation. Principal and Governing Body monitor and analyze all plans of action, feedback, action taken reports etc., and are the final decision makers.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Raidighi College is a Grants-in-aid, Undergraduate Institution, situated in the rural, backward Sundarban region of West Bengal, catering to underprivileged students. It is affiliated to University of Calcutta and has to abide by the curriculum designed by the parent University. At present, the College offers undergraduate Honours and General courses in different subjects of Humanities and Science streams. Sincere attempts have been made for effective curriculum delivery through meticulous planning, in 2019-20. At the beginning of the academic session, the Academic Council designed two central time-tables for Science and Humanities, in conformity with University Academic Calendar, to ensure that the syllabus could be taught within a definite time frame. The departments then prepared their own routine, lesson plan etc., and made sure that the students had full information regarding syllabus, classes and evaluation system. As per University directive, Choice Based Credit System (CBCS) was implemented for all courses. The previous annual 1+1+1 program was still applicable for current 3rd year students of 2019-20 and for all casual students with backlog in the old system. The teachers ensured high quality curricular and co-curricular activities for all students. They, themselves, attended various enrichment programs outside the College (like Orientation Programs, Refresher Courses, Workshops etc) for competent handling of the curriculum. The syllabus was taught through interactive teaching using PowerPoint lectures, different learning tools, project work, educational tours, field studies, surveys, laboratory work, student presentation, poster making etc., as needed. All departments switched to online mode of teaching, learning and assessment due to lockdown and Covid-19 pandemic without any quality compromise in imparting education, while all the time, keeping in mind the poor socio-economic background of the students. E-resources were widely used, especially through the N-LIST programme. College has initiated the registration

'Google suite for education' to use Google LMS platform. Other interactive online teaching-learning platforms were also used, as per need and convenience. Study materials, reference and web-links were often e-mailed to the students or shared via Whats-App groups, especially with those who could not attend live online classes. Designated mentors were always ready to provide further assistance to the students. Regular internal evaluation was done through monthly unit tests. Various measures were taken to accommodate the different needs of different learners. University has implemented partial e-governance in examination system, as well. As per University guidelines, evaluated answer-scripts for all University exams shall not be preserved beyond six months from the respective date of the publication of results. Exams had to be postponed due to the pandemic and were conducted later in online mode. Office and departments have preserved all documents carefully. Feedback from students and other stakeholders is being used to analyze and plan for more improved curriculum delivery, especially in online mode.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
0	0	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	0	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	0	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
MA in Bengali (NSOU)	01/01/2020	14
MA in English (NSOU)	01/01/2020	2
MA in History (NSOU)	01/01/2020	9
MA in Education (NSOU)	01/01/2020	3
MA in Political Science (NSOU)	01/01/2020	1
Masters in Social Work (NSOU)	01/01/2020	1
BLIS (NSOU)	01/01/2020	1

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Food & Nutrition DHMC Hospital Internship	11
BSc	Food & Nutrition Project on Health & Nutrition Awareness and Nutritional Status Assessment	19
BSc	Zoology Field trip and project	25
BA	History Field Study and Project	56
BA	Geography Field Study	53
BSc	Botany Field study on Algae & Fungi Identification and collection	25
BSc	Botany Educational tour on study and collection of angiospermic plant species	4
BSc	Botany educational tour to the hills to study floral diversity	10
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	Yes

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

Feedback Obtained

Student feedback: Feedbacks are usually taken from the students of the final year. From 2019-20, college has started the process of collecting online feedback from students of all batches, although the response has not really been as enthusiastic as expected. Faculty members and mentors of each department also directly interact with students to get their perspective on the quality of curriculum delivery and student support available. Such feedback has facilitated new initiatives and has ensured continuous growth as it enables and inspires all faculty members to further improve the quality of teaching learning. Student feedback is used by Academic Council and IQAC in execution of the strategic plans regarding curriculum. They make constructive analysis of

feedback received from the students regarding teaching, infrastructural facilities and other amenities of the College. During the lockdown period, college switched to online mode of teaching learning and evaluation and feedback was also taken regarding this new mode to understand the need, concerns, difficulties faced by the students. Careful analysis has helped sustainable improvements in this regard. Guardian Feedback: Guardians/parents, who form an integral part of the Institution, are invited to meetings for extending their personal opinions and suggestions regarding enrichment of curriculum delivery and student progression. Such parent-teacher meetings help flow of feedback both ways. Many departments take written feedback from guardians, often in regional language. The college being situated in an underprivileged, backward community region, it is not possible to ask for online feedback from all guardians. However, with guidance from IQAC, some departments have also been successful in obtaining online feedback, especially during the lockdown, when actual meetings could not be arranged. The online forms are designed in both English and Bengali languages. All suggestions and views are integrated and analyzed by each department and referred to the IQAC and the Principal's office for effecting policy making. Unfortunately, only a few departments show record of enthusiastic participation from guardians. So, College aims to motivate and encourage more guardian participation in this regard, in future. Departmental feedback: The IQAC coordinator and the College Principal interact with each department to monitor progress and requirements of the departments with regard to academic and research activities. College also has an online feedback system for departmental feedback. Online feedback has also been initiated for FDPs/seminars/workshops/webinars etc., organized by college. The entire process of feedback obtained is closely monitored and evaluated by the IQAC. Overall, the IQAC ensures that all the policy statements and action plans are commensurate with the vision, mission and objective of the institution. Finally, the feedback reports are placed before the Governing Body to address any issue of concern to ensure overall development and progress of the college.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	MCBA	19	22	9
BSc	MTMA	50	65	27
BA	GEOA	73	190	70
BA	HISA	103	205	93
BA	PLSA	61	139	49
BA	EDCA	75	326	73
BA	ENGA	85	108	83
BA	BNGA	121	318	117
BSc	ZOOA	35	80	34

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled	Number of students enrolled	Number of fulltime teachers	Number of fulltime teachers	Number of teachers
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	in the institution (UG)	in the institution (PG)	available in the institution teaching only UG courses	available in the institution teaching only PG courses	teaching both UG and PG courses
2019	3319	Nil	25	Nil	Nil

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
66	59	16	9	2	30
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Student mentoring and counseling are done in regular and also 'as per need' basis in the College to monitor academic performance of students and to guide them in academic matter, prospect of job and personal issues which maybe affecting their learning. The general policies to be adopted for mentoring are discussed in departmental faculty meetings and academic council meeting at the beginning of the new session. On the first day of the academic session, a comprehensive orientation program is arranged for the new students by the Principal as well as all teaching and non-teaching staff, to welcome them and familiarize them with the institution. The Departmental HODs then seek to orient them to the particular Department. In general, a) A definite number of students are allocated to FTT and CWTT (Now SACT) to form mentor: mentee groups. The PTT and Guest lecturers of the departments contribute in the counseling process on their assigned days. b) All new students are explained the core curriculum, timetable, examination system and offered information to clear any doubts. The merit of the subject and its related career opportunities are also discussed, often through PowerPoint presentations which are then shared with the students. c) Student batches are carefully guided through the rules and regulations of the curriculum. d) Many departments create departmental Social Media Group for every batch as an information sharing platform and for mentoring. e) Students are helped in developing communication skills through wall magazines, poster making, academic demonstration and student presentation in English language. Some departments set up collaboration with department of English to improve communication skill of students for better job prospect. f) To give the students a platform to interact and communicate with experts in the relevant fields, departments often organize seminars with external resource persons. Webinars and psychological counselling sessions were arranged during lockdown due to Covid19 pandemic. g) Students of this underprivileged, backward community region are also mentored on Personality Development (e-resources used : <https://www.classcentral.com/subject/personal-development> <https://www.slideshare.net/PrernaPatel> etc.). h) Students who perform badly in practice tests are identified as slow learners and counseled by their mentors accordingly and encouraged not to give up. Often, advanced learners are motivated to help the slow learners. This, in turn, helps to foster positive fellow-feeling and team work. i) Outgoing students are counseled in making their career decisions (e.g. opting to try for Masters degree, post-graduation diploma courses, Certificate courses, Vocational courses or to enroll for coaching classes for competitive examinations, computer courses etc). They are also advised to attend all possible career workshops arranged in Raidighi College or nearby Colleges. j) On special occasions like Teachers' Day, departments arrange for programs which the teachers use as a platform to impart values and discipline within the students and encourage them to use their education for the benefit of their local community and society, as a whole. k) Parent-teacher meetings form an integral part of student mentoring as the teachers update the guardians about the progress of their wards and draw their attention to individual.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3319	25	1:132

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
25	25	Nil	4	15

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Sudhin Sinha	Assistant Professor	Ph.D from Jadavpur University
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	08	Sem 1	03/01/2020	23/09/2020
BA	11	Sem 1	05/02/2020	23/09/2020
BA	08	Sem 3	23/12/2019	06/03/2020
BA	11	Sem 3	11/01/2020	06/03/2020
BA	08	Part 3	08/10/2020	23/10/2020
BA	11	Part 3	08/10/2020	23/10/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The College abides by the rules and regulations of parent University with regards to evaluation system. There is not much scope to reform any of these norms. However, a few reforms have been initiated on Continuous Internal Evaluation (CIE) system in 2019-20, in addition to those already existing, due to the Covid-19 lockdown and consequent dependence on online mode of teaching learning. . This includes: • Online assessments, online timed quiz, practical home assignment, virtual lab based assignments and viva • Identification of slow learners from online class tests conducted, and mentoring them accordingly. • Online feedback system - The institution offers a structured questionnaire consisting of an exhaustive list of points covering quality of teaching, infrastructure facilities, and the learning experience of students of all batches. The responses received through this feedback serve as a valuable source of information to measure the satisfaction level of the students. Feedback is also obtained from guardians on what they think about their ward's progress on basis of their performance in the internal assessments, before they sit for the University exams. These feedbacks have proved to be very helpful to determine what further modifications or reforms are needed in the CIE system.

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

The Academic calendar of the college was prepared at the beginning of the session, according to the guidelines issued by the University of Calcutta and

following the University academic calendar. It was designed by a teachers' committee constituted by the Principal in consultation with the Secretary of Teachers' council, Secretary of the Academic Council and IQAC coordinator. Tentative dates of college programs and meetings were fixed keeping in mind the dates assigned by University for student admission, registration, commencement of classes, examination and result publication. The University list of holidays and dates of local festivals were also duly noted. The approved academic calendar was shared amongst all departments and uploaded on college website.

All examinations were conducted and results of internal examinations published/uploaded as per University orders. This protocol was strictly followed in the pre-pandemic months. However, once the lockdown started, College had to make new policies as per recommendation of the Govt., the University, and IQAC, Academic council and G.B. of the college especially with regards to online teaching, learning, internal assessment and University Exams. Some programs, meetings and exams previously planned in the academic calendar had to be cancelled or postponed indefinitely or converted to online mode and conducted on a later date. Students and staff participated in online workshops to get acquainted with the new mode of education.

2.6 – Student Performance and Learning Outcomes

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

<http://raidighicollege.in/doc/LearningOutcome.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
08	BA	BNGA	76	71	93
08	BA	ENGA	13	13	100
08	BA	HISA	48	45	94
08	BA	GEOA	47	45	96
08	BA	PLSA	15	14	93
08	BA	EDCA	33	30	91
09	BSc	MTMA	13	13	100
09	BSc	PHSA	10	10	100

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2.7 – Student Satisfaction Survey

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

http://www.raidighicollege.in/doc/STUDENT%20FEEDBACK_2019-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	0	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
0	0	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	0	0	Nil	0
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Mathematics	2	1
International	Physics	2	2.6
International	Food and Nutrition	1	1.6
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Microbiology	1
Physics	1
History	2
Bengali	1
English	3
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
A MODELLING APPLIED TO ACTIVE RENEWABLE ENERGY FOR AN EXISTING BUILDING OF EDUCATIONAL INSTITUTION	TANMOY C HAKRABORY, PAYEL GHOSH, SATADAL MAL, UTPAL BISWAS	INTERNATIONAL JOURNAL OF SYSTEM ASSURANCE ENGINEERING AND MANAGEMENT PRESENT IN UGC CARE LIST II ISSN / eISSN: 0975-6809 / 0976-4348	2019	2	Dept.of Maths, Raidighi College	Nil
IDENTIFIED HYBRID tRNA STRUCTURE GENES IN ARCHAEL GENOME	UTTAM ROY MANDAL, SHIB SANKAR DAS, BRAJADULAL CHATTOPADHAY, SATYABRATA SAHOO	IRANIAN J. BIOTECH found in UGC CARE LIST II ISSN / eISSN: 1728-3043	2019	0	Dept.of Maths, Raidighi College	Nil
Atomistic simulations of precipitation hardening mechanisms in Mg-Al alloys	Amitava Moitra	Journal of Physics: Conference Series Online ISSN: 1742-6596 Print ISSN: 1742-6588 Present in UGC CARE LIST II	2020	0	Department of Physics, Raidighi College	Nil
Light-weight flexible solid-state supercapacitor based on highly crystalline 2D BiOCl nanoplates	Shibsankar Dutta, Shreyasi Pal, Debopriya Sikder and Sukanta De	Journal of Alloys and Compounds present in UGC CARE LIST II ISSN / eISSN: 0925-8388	2020	0	Department of Physics, Raidighi College	4

/ MWCNT nanocomposites		/ 1873-4669				
Quantitative Analysis of Nutrients in the Gum Exudate of Acacia nilotica	Rukshana Irani, Khaled Kazi Layla	International Journal of Current Research and Review Found in UGC CARE list II	2020	0	Dept. of Food and Nutrition, Raidighi College	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
A MODELLING APPLIED TO ACTIVE RENEWABLE ENERGY FOR AN EXISTING BUILDING OF EDUCATIONAL INSTITUTION	TANMOY C HAKRABORY, PAYEL GHOSH, SATADAL MAL, UTPAL BISWAS	INTERNATIONAL JOURNAL OF SYSTEM ASSURANCE ENGINEERING AND MANAGEMENT PRESENT IN UGC CARE LIST II ISSN / eISSN: 0975-6809 / 0976-4348	2020	18	Nil	Dept. of Maths, Raidighi College
IDENTIFIED HYBRID tRNA STRUCTURE GENES IN ARCHAEL GENOME	UTTAM ROY MANDAL, SHIB SANKAR DAS, BRAJADULAL CHATTOPADHAY, SATYABRATA SAHOO	IRANIAN J. BIOTECH found in UGC CARE LIST II ISSN / eISSN: 1728-3043	2019	18	Nil	Dept. of Maths, Raidighi College
Atomistic simulations of precipitation hardening mechanisms in Mg-Al alloys	Amitava Moitra	Journal of Physics: Conference Series Online ISSN: 1742-6596 Print ISSN:	2020	15	Nil	Department of Physics, Raidighi College

		1742-6588 Present in UGC CARE LIST II				
Light-weight flexible solid-state supercapacitor based on highly crystalline 2D BiOCl nanoplates / MWCNT nanocomposites	Shibsankar Dutta, Shreyasi Pal, Debopriya Sikder and Sukanta De	Journal of Alloys and Compounds present in UGC CARE LIST II ISSN / eISSN: 0925-8388 / 1873-4669	2020	17	4	Department of Physics, Raidighi College
Quantitative Analysis of Nutrients in the Gum Exudate of Acacia nilotica	Rukshana Irani, Khaled Kazi Layla	International Journal of Current Research and Review Found in UGC CARE list II	2020	7	Nil	Dept. of Food and Nutrition, Raidighi College
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	22	16	28	8
Presented papers	10	7	Nil	Nil
Resource persons	Nil	1	Nil	1
No file uploaded.				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
One Day Awareness Program on Disability, Rehabilitation, 12/2/2020	NSS, local community, National Institute for Locomotor Disabilities (Divyangjan) which is an autonomous body under the ministry of Social Justice and	2	10

	Empowerment, Government of India		
Identification camp for PWDs entitled to relevant assistance and benefits 13thFeb, 2020	NSS, local community, National Institute for Locomotor Disabilities (Divyangjan) which is an autonomous body under the ministry of Social Justice and Empowerment, Government of India	2	10
Thalassemia camp 20.02.2020.	NSS, IQAC, Women's cell, representatives of local community, Thalassemia control unit of Diamond Harbour Govt. Medical College and Hospital, South 24 Parganas	6	150
Awareness and volunteer training programs on social and emergency response during disaster management as part of District Level SERV (Social and Emergency Response Volunteer) Scale up Volunteer Training. 27.02.2020 to 29.02.2020	NSS, IQAC, Indian Red Cross Society (South 24 Parganas district branch)	4	44
Cleaning of college campus and adjoining areas as part of Swachh Bharat Abhiyan 13.08.2019, 11:30 am - 12:30 pm	NSS and representatives of local community	3	20
No file uploaded.			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	Nil
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government

Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat Mission_ event 1	NSS and local community	Cleaning of college campus and adjoining areas on 13.08.2019, 11:30 AM - 12:30 PM	3	20
Swachh Bharat Mission_ event 2	NSS	College and hostel campus cleaning (done frequently as a 'best practice' method)	4	40
Observing World AIDS Day on 02.12.2019. 2:00 PM - 3:00 PM	NSS, IQAC, Women's Cell	Awareness about key role played by the community in AIDS control (as per 2019 UN theme) and how to protect ourselves from potential risk of infection	6	24
Gender issue: Gender equality as discussed on NSS Foundation Day 24.09.2019 12:30 PM - 2:00 PM	NSS, IQAC, Women's Cell	Awareness about role of students in gender sensitization and about gender equality as a human right	10	48
Thalassemia awareness camp with special focus on girl students 20.2.2020.	NSS, IQAC, Women's Cell, Thalassemia control unit of Diamond Harbour Govt. Medical College and Hospital, South 24 Parganas	Thalassemia Awareness and Check up Camp	6	150
Observing International Literacy Day 09.09.2019 12 Noon - 1:00 PM	NSS and representatives of Women's Cell	Discussions on Literacy as a matter of dignity and human rights, " Literacy and Women Empowerment" and Literacy and Mu	7	30

		ltilingualism: challenges of linguistic diversity (2019 UN theme)		
Fit India Cyclothon 18.1.2020. 12noon-1.15pm	NSS	Staying Fit (as part of 'Fit India Movement' campaign under Ministry of Youth Affairs and Sports of Govt. of India)	1	23
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Collaboration: Inter disciplinary Classes Practical Works	Dept. of Microbiology, Botany& Zoology.	Raidighi College	40
Collaboration: Oral Communication Writing in English	Dept. of English and Science depts., esp for AECC	NA	180
Sharing of Microbiology laboratory facilities to facilitate student practical	Dept. of Microbiology, Raidighi College and Dept. of Microbiology, Sannilani Mahavidyalaya	Sannilani Mahavidyalaya	5
Collaborative international seminar with Vijaygarh Jyotish Ray College and K. K. Das College on 'Global Education of the 21st century: Perspective and Challenges'	Vijaygarh Jyotish Ray College, Raidighi College and K. K. Das College 7th February 2020; 9.30am-5pm	Vijaygarh Jyotish Ray College	1
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact	Duration From	Duration To	Participant

		details			
Academic	Academic linkage	with Vijaygarh Jyotish Roy College, Vijoygarh, Kolkata 700032	05/09/2019	05/09/2020	Students from Raidighi College and Vijoygarh Jyotish Roy College
Academic	Academic linkage	with Sammilani Mahavidyalaya, Bagha Jatin, E.M. Bypass, Kolkata-700094	26/08/2019	26/08/2020	Students from Raidighi College and Sammilani Mahavidyalaya
Academic	Academic linkage	Dhruba Chand Halder College Dakshin Barasat, South 24 Paraganas, Pin - 743372	27/09/2019	26/09/2020	Students from Raidighi College and Dhruba Chand Halder College
Academic	Academic linkage	Sonarpur Mahavidyalaya Sahid Biswanath Sarani P.O.: Rajpur, 24 Parganas (South) Pin: 700149	10/09/2019	09/09/2020	Students from Raidighi College and Sonarpur Mahavidyalaya
Sharing of laboratory facilities	Sharing of Microbiology laboratory facilities to facilitate student practical of Dept. of Microbiology, Raidighi College	Dept. of Microbiology, Sammilani Mahavidyalaya, Bagha Jatin, E.M. Bypass, Kolkata-700094	06/09/2019	16/02/2020	Dept. of Microbiology, Raidighi College and Dept. of Microbiology, Sammilani Mahavidyalaya, Bagha Jatin
External	Hospital Internship	Diamond Harbour General Medical College and Hospital, Diamond Harbour Rd, Harindanga, Diamond Harbour, West Bengal	07/11/2019	19/11/2020	B.Sc. Part-III (Hons.) 11 students of Dept. of Food and Nutrition, Raidighi College

		743331			
External	Nutritional Status Assessment and Health Awareness program	Raidighi Srifaltala Chandrakanta High School, Raidighi, West Bengal 743383	13/09/2019	13/09/2019	B.Sc. 3rd Semester (Hons.)-19 students of Dept. of Food and Nutrition, Raidighi College
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Sonarpur College	10/09/2019	Quality Initiatives, Conducting lectures and organizing Seminars, conferences Online sharing of innovative ideas in Teaching-Learning and e-Governance ICT use for Innovative Pedagogy Exchange of academic information Faculty Exchange Programs	135
Sammilani Mahavidyalaya	25/08/2019	Quality Initiatives, Conducting lectures and organizing Seminars, conferences Online sharing of innovative ideas in Teaching-Learning and e-Governance ICT use for Innovative Pedagogy Exchange of academic information Faculty Exchange Programs	8
Dhruba Chand Halder College	07/09/2019	Quality Initiatives, Conducting lectures and organizing Seminars, conferences Online sharing of	37

		innovative ideas in Teaching-Learning and e-Governance ICT use for Innovative Pedagogy Exchange of academic information Faculty Exchange Programs	
Vijoygarh Jyotish Roy College	05/09/2019	Quality Initiatives, Conducting lectures and organizing Seminars, conferences Online sharing of innovative ideas in Teaching-Learning and e-Governance ICT use for Innovative Pedagogy Exchange of academic information Faculty Exchange Programs	27
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
15.5	12.16

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
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Koha Open Source Library System	Partially	Koha version: 3.18.03	2020
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4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	15555	5695692	Nil	Nil	15555
Reference Books	373	152216	Nil	Nil	373	152216
Journals	10	46298	Nil	6737	10	53035
Others (specify)	2133	13956	Nil	Nil	2133	13956
e-Journals	6500	12744	Nil	6372	6500	19116
e-Books	4300000	Nil	Nil	Nil	4300000	Nil
No file uploaded.						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	96	31	77	2	0	13	52	200	0
Added	0	0	0	0	0	0	0	0	0
Total	96	31	77	2	0	13	52	200	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on	Expenditure incurred on	Assigned budget on	Expenditure incurred on
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academic facilities	maintenance of academic facilities	physical facilities	maintenance of physical facilities
9.1	735901	75.5	7470684

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

1. Physical facilities: Regular maintenance and repair work are done with regards to electrical work, plumbing and sanitary work, carpentry, reprographics, etc. Sealed quotations are invited, as per need, by the Purchase Sub-committee of Raidighi College, from bona fide contractors by issuing tender notices on college website for all new purchases and costly repairs or overhauls. All such work is subject to approval of Finance Committee and Governing Body. New power transformer has been installed in January 2019, solely for college, to address issues of power cuts and voltage problems and has proved very effective. Green generator is used during power cut emergencies. Air-conditioners, water purifiers, CCTV surveillance system have AMCs. 2. Academic and support facilities: Separate Sealed Quotation are invited from experienced, resourceful vendors for purchase and repair of different laboratory equipments, purchase of chemicals and glassware, etc., by issuing tender notices on website. The lowest quoting vendor out of at least three vendors is selected for supplying the same item, subject to the fulfillment of conditions of the order. The departments are instructed to make a stock book enlisting the details of the equipment and materials purchased. The instruments are properly kept and used according to the instructions mentioned in the product manual. Logbooks are maintained to record instrument usage. Whenever any problem in the function is detected, concerned agencies are asked for repairing. The sensitive instruments in the laboratories are protected from voltage fluctuations by using UPS and Voltage Stabilizers. In the case of library books, purchases are made from the highest commission provider. Library is INFLIBNET supported and is undergoing automation. Annual budget is decided for procurement, up gradation, deployment and maintenance of computers and their accessories. All departments, including Central Library and administration are networked and connected through LAN. Wi-Fi facility is available in the campus. Admission, student database and scholarships, feedback system, salary, etc., are managed through online portals. There is a system of sending important notifications to students via SMS, and notices on college website. Social media platform is often used for official intimation of notices and other information to staff to facilitate fast dissemination. The Covid-19 pandemic and lockdown have necessitated more dependence on online management. Cleaning of weeds and unwanted vegetation, pest control, etc., are done regularly. Sometimes students and staff participate in these cleaning activities as part of NSS Activity and Swachh Bharat Abhiyan. Academic Council, IQAC and TCS monitor all procedures and policies in consultation with relevant sub-committees and the Principal. <http://www.raidighicollege.in/doc/Procedure-Policies-Utilizing-Resources.pdf>

<http://www.raidighicollege.in/doc/Procedure-Policies-Utilizing-Resources.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fee Waiver	629	245310
Financial Support			

from Other Sources			
a) National	SC/ST/OBC/Minorities/Kanyashree/SVMc M Scholarship	912	4560000
b) International	Nil	Nil	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
0	Nil	Nil	0
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	1	B.A. Hons	Geography	Ashutosh College	M.A.
2020	1	B.A. Hons	Geography	Jadavpur University	P.G. Diploma in Applied GIS and Remote

					Sensing
2020	7	B.A. Hons	History	Calcutta University (3) and Diamond Harbour Womens University (4)	M.A.
2020	6	B.A. Hons	English	Calcutta University	M.A.
2020	4	B.Sc. Hons	Physics	Calcutta University (2), Diamond Harbour Womens University (1)	M.Sc., B.Tech
2020	3	B.Sc. Hons	Food and Nutrition	Adamas University	B. Tech
2020	3	B.Sc. Hons	Food and Nutrition	Vidyasagar University	M.Sc.
2020	1	B.Sc. Hons	Food and Nutrition	Burdwan University	M.Sc.
2020	2	B.Sc. Hons	Food and Nutrition	Maulana Abul Kalam Azad University	M.Sc.
2020	2	B.Sc. Gen	N/A	Calcutta University, JIS	M.Sc.
View File					

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

Items	Number of students selected/ qualifying
SET	1
Any Other	4
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Cultural Competition (March 2-3, 2020) 4	Intra College	94
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for	Number of awards for	Student ID number	Name of the student
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			Sports	Cultural		
2020	Nil	Nil	Nil	Nil	Nil	Nil
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

In general, activities of the Student Council are: 1) To look after student-related matters, like student support system, Divyangjan facilities, etc., and report student grievances to the higher authority. 3) To facilitate organization of the annual athletic sports with the Sports sub-committee. 4) To facilitate organization of various religious and cultural programmes such as Rabindra Jayanti, Saraswati Puja, annual cultural competition, etc with Cultural sub-committee. 5) To ensure student participation in various extension activities and community awareness programs of the college 6) To organize Freshers' welcome and College Annual Social Program, 7) To help observe days of national importance like Independence Day, Republic Day, etc. 8) To ensure that student discipline is maintained 9) To represent student interest in Governing Body, IQAC and other relevant cells, as per rule, thus becoming a part of the decision making process supporting democratic form of governance. However, at present, an elected student council does not exist as no student election has been held in 2019-20. Generally, a senior student from the elected council functions as the General Secretary. S/He is helped by several class representatives. The GS acts as student representative in college committees.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1) For many years, the college has been implementing a very productive mechanism for ensuring decentralized governance and participative management through delegation of responsibilities to different statutory committees and sub-committees and providing operational autonomy to the various units. The Governing Body has the final authority in delegating responsibilities. The Principal is the chairperson of all committees. In brief, decision making related to all the academic matters are referred to the Academic Council which formulates some common working procedures and entrusts the HODs with implementation of the policies. For effective management of the Institute, different committees are formed in every academic session in the first meeting of the Teachers' Council and then approved in GB meeting. Faculty members who form the different committees are entrusted with a range of relevant activities

of the Institute. This enables them to conduct various programs which help to showcase both their teaching and administrative skills. It also helps them to work as a team and promotes leadership qualities. 2) The College allocates budget for different academic activities (exams, excursions, seminars, industry visits, field trips, etc.), social and cultural programs (community awareness programs, outreach activities, cultural events, magazine publication etc.), NSS activities (health camps, NSS camps, relevant programs conducted by NSS), sports etc., to be organized by the different committees throughout the session. IQAC ensures timely, efficient and progressive performance of all committees along with adequacy, maintenance and proper allocation of support structure and services for the committees. It further ensures dissemination of information on various quality parameters to all stakeholders and also obtains feedback, thus making certain that there is proper coordination among various activities of the college.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	A detailed notification is published on the college website regarding admission procedures much ahead of final date of online form submission, as per University guideline. The students are admitted on the basis of Merit and it is carried out completely online to ensure transparency. The admission committee supervises the entire admission process, and this is monitored by Academic Council and IQAC. The College strictly follows reservation rules for admission of differently-abled students. The College also strictly adheres to the reservation policy of the Government of West Bengal and Government of India for admission of students from SC, ST, OBC communities.
Industry Interaction / Collaboration	The college planned to initiate contracts with industries for career fair, campus recruitment and other purposes in 2019-20. But the planned events had to be indefinitely postponed due to the Covid-19 pandemic and lockdown.
Human Resource Management	The college and its employees are under the direct administrative control of Dept. of Higher Education, Govt. of West Bengal. There is a dedicated Govt. portal termed iFMS or Integrated Financial Management System for financial and service related affairs of the employees. The College office is in dire need of more computer-trained

full time staff. In order to implement efficient management under the current situation, introduction of new facilities such as online submission of Annual Self Appraisal Report, online service book etc., have been proposed and are under consideration by Teachers' Council. Online feedback system has already been implemented.

Library, ICT and Physical Infrastructure / Instrumentation

The Central Library has INFLIBNET N-LIST subscription. Automation of library is in process and the database is managed partially by KOHA software. The Institute currently has 77 computers, 2 smart classrooms, 7 classrooms with LCD facilities, LAN and Wi-Fi facilities. The laboratories of all science departments are well furnished with modern equipments. Other than the two college buildings, the infrastructural facilities include other amenities like a canteen, Girls' hostel, separate common rooms for boys and girls, playground, a pond, ramp for differently-abled students, CCTV surveillance etc.

Research and Development

The College is an undergraduate institution and there is not much scope of research. However, some faculties are pursuing their PhDs and one faculty was awarded Ph.D. degree in 2019-20. There are two minor research projects funded by State Govt., running in the college. There is a dedicated Research Advisory Cell (overseen by IQAC) which informs and encourages faculty members for submission of grant proposals for seminars and research projects. Seminars and webinars have been organised to promote research aspirations in teachers and students. Faculties also attend seminars and conferences in other institutes and present papers based on their research.

Examination and Evaluation

College followed examination and evaluation system of University of Calcutta both before and during the Covid-19 lockdown. Examination system is in a transition state from 111 annual system to semesterised CBCS and both systems were running in 2019-20 academic year. There is a dedicated exam cell constituted of college teachers and staff to ensure smooth conduction of internal examinations and University examinations. Faculties entrusted by University with

examiner/scrutineer/Head examiner duty attend relevant meetings and follow instructions given to them. Departments and specific examiners and scrutineers are responsible for timely uploading of marks in the University portal.

Teaching and Learning

As per recommendations by NAAC, modern techniques like ICT enabled teaching-learning, use of e-resources as learning tools, are in use in all departments. IQAC and Academic Council advised the departments on implementation smooth functioning of online mode of education during Covid-19 lockdown. All departments have switched to digital classes. Department of Mathematics organized a workshop on online tools for faculty members. Teachers put in their best effort to address all concerns of students and guardians regarding this new mode of education. Other practices implemented are conduction of practice tests (to assess student progression before they take the final examination).

Curriculum Development

Curriculum Development : College is affiliated to University of Calcutta and follows curriculum of the parent university. The College sends its representatives to attend meetings of Board of Studies, meetings of examiners, moderators, scrutinizers etc. It also sends its suggestions to the University about the broader framework of curriculum development and its implementation, whenever the University asks for it, especially during syllabus revision, regarding questionnaire, examination system etc. Faculties from different departments had put in important suggestions to respective Board of Studies regarding the curriculum and online teaching, learning and assessment, especially in lab based subjects, during Covid-19 pandemic and lockdown.

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

E-governance area	Details
Planning and Development	College has ICT enabled classrooms, library and office, 24x7 CCTV surveillance system, ICT enabled room for IQAC, good Wi-Fi and LAN facilities. This infrastructure has enabled e-governance (use of ICT) at all level of planning and development as it has helped interaction,

	<p>communication, exchange, documentation and maintenance of crucial information.</p> <p>It has further strengthened administration and management to ensure transparency in every step of development.</p>
Administration	West Bengal Higher Education iFMS portal is used by College. Office has 10 computers. Wi-Fi facility and LAN are available in the campus.
Finance and Accounts	iFMS portal and Tally system in use.
Student Admission and Support	<p>Student admission, scholarship data upload, examination marks upload are done fully online, as per rules. . Students have access to computers and internet in computer labs, library, hostel. During the pandemic and lockdown, all staff put in extra effort to ensure all possible support can be provided to students online, whether it is related to daily classes, form fill up, admission or online exams.</p>
Examination	<p>Online exam portal, of University of Calcutta, is used for issue of admit-cards and entry of marks secured. The computer generated CSV files, with examination roll numbers of students are accessed by the Faculty members from the portal through a dedicated login ID and password and personal OTP received. Upon completion of entry of marks, the CSV files are uploaded and submitted online. Marks after Scrutiny are also submitted online. Each department also archives hard copies of CSV files, carrying the marks entered.</p> <p>Due to the pandemic, exams had to be postponed and later conducted in online mode this year.</p>

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Nill	Nill	Nill	Nill
No file uploaded.				

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

Year	Title of the professional development	Title of the administrative training	From date	To Date	Number of participants (Teaching	Number of participants (non-teaching
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	programme organised for teaching staff	programme organised for non-teaching staff			staff)	staff)
2019	"MULTIPLE APPLICATIONS OF MATHEMATICS IN SCIENCE, ENGINEERING AND REAL WORLD" , a professional development program cum seminar organized by Department of Mathematics of Raidighi College	N.A.	23/07/2019	23/07/2019	11	Nil
2019	Orientat ion for new NAAC guidelines and AQAR submission	Orientat ion for new NAAC guidelines regarding administration and management	10/12/2019	10/12/2019	40	5
2020	Online Workshop on "Online Teaching Learning Platform", organised by Department of Mathematics.	N.A.	11/06/2020	13/06/2020	12	Nil
2020	3-day Webinar Series on 'Engaging Academia Online: Issues, Opportunities and Challenges' organized by	N.A.	07/05/2020	10/06/2020	8	Nil

Maheshtala
College in
collaborat
ion with
K. K. Das
College
and
Raidighi
College.

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
One Day faculty development programme on ICT based Teaching. Learning and Education in higher Education, by Vijaygarh Jotish Ray College	3	08/07/2019	08/07/2019	1
Orientation Program from Jadavpur University Academic Staff College.	1	26/08/2019	16/09/2019	18
Orientation Programme organized by UGC, HRDC, University of Calcutta	2	18/11/2019	07/12/2019	17
2-day faculty development program on 'Development of MOOC', organized by Vijaygarh Jyotish Ray College and Educational Multimedia Research Centre	2	29/08/2019	30/08/2019	2
UGC Sponsored	1	03/01/2020	09/01/2020	6

One-Week Term Course (STC) on Soft Skills and Entrepreneurship Development organised by UGC, HRDC, CU

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	4	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Govt. Health Scheme	Govt. Health Scheme	Kanyashree, SVMCM, Minority scholarship scheme

6.4 – Financial Management and Resource Mobilization

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

This year, due to the pandemic, audit had to be postponed and initiatives are on to complete it as per norms.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Donation from P C Chandra Groups, Avijit Halder, S. Nathchowdhury, Raidighi Young Staff Club	107000	Augmentation of washroom setting up rainfall harvesting system, Football ground dvlpmnt, General Dvlpmnt, Maintenance
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6.4.3 – Total corpus fund generated

2500000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External experts from other institutes	Yes	Principal
Administrative	No	Nil	Nil	Nil

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

N.A.

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

i) Orientation on administrative and management needs as per new NAAC guidelines, 10th Dec 2019

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

1. Recruitment of 13 new FTTs, 2. Girls' hostel inaugurated and fully running, 3. Opening of Honours courses in Botany, Chemistry and General courses in Philosophy, Physical Education 4. CBCS courses since 2018-19 session. 5. Opening of NSOU centre in Jan 2020 6. Online teaching learning tools and e-resources being used widely 7. Initiatives to facilitate education of girl students by providing essential support (hostel, installation of sanitary napkin vending machine and incinerator, awareness progs on health hygiene, etc.) has seen an increase in enrolment of girl students

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	1. Regular meetings of IQAC were held in 2019 (total 4), which focused on promoting overall quality culture.	01/07/2019	01/07/2019	01/07/2019	7
2019	Organized "Save Water Campaign"—a community awareness program on Water Scarcity and Water Safety, inspired by Ministry of Human Resource Development, Govt. of India, and Chief	12/09/2019	12/09/2019	12/09/2019	185

	Minister's Water Conservation Project.				
2020	Organized in collaboration with Vijaygarh Jyotish Ray College and K. K. Das College an International seminar on 'Global Education of the 21st century: Perspective and Challenges'	07/02/2020	07/02/2020	07/02/2020	65
2020	IQAC and NSS organised collaborative social work, programs/initiatives for Divyangjan in Raidighi and adjoining areas e.g. i) Identification camp for PWDs entitled to relevant assistance and benefits ii) One Day Awareness Program on Disability, Re	13/02/2020	13/02/2020	13/02/2020	550
2020	Submitted All India Survey on Higher Education (AISHE) annual data, as part of quality assurance initiative and obtained	28/06/2020	28/06/2020	28/06/2020	4

	relevant certificate.				
2020	Along with NSS units and Women's cell of college, IQAC conducted relevant social and outreach programs e.g., Thalassemia camp	20/02/2020	20/02/2020	20/02/2020	150
2020	Organized in collaboration with NSS, an awareness and volunteer training program with Indian Red Cross Society (South 24 Parganas district branch) on social and emergency response as part of disaster management since college is situated in a disaster	27/02/2020	27/02/2020	29/02/2020	49
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness about role of students in gender	24/09/2019	24/09/2019	32	26

sensitization
and about
gender equality
as a human
right

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

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

a. Solar panel: with help from Dept of Energy, Govt. of West Bengal work delayed/postponed due to pandemic b. Installation of large scale modern scientific rainwater harvesting system (to replace the existing small scale rainwater harvesting tank): P C Chandra Group has come forward to help college with generous donations. Work has been postponed due to pandemic. c. LED lights in use d. Initiative taken to make the campus a totally polythene free zone e. The laboratories use greener methods to conduct their experiments and waste generation is kept at a minimum. f. Lights and fans are switched off by teachers, staff and students after completion of the classes so that the use of electricity can be minimized. It helps in saving energy. g. All computers have LCD monitors h. The plants of the college garden are watered from pond water instead of shallow pump water. i. Planting of new trees is done every year. [Unfortunately, super-cyclone Amphan has done heavy damage to our greenery on May 20th 2020.] j. Organic fertilizers are used.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Provision for lift	No	Nil
Ramp/Rails	Yes	4
Braille Software/facilities	No	Nil
Rest Rooms	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	13/09/2019	1	Nutritional Status Assessment Health and Nutrition Awareness at Raidighi Srifaltal a Chandra kanta High	Health and Nutrition Awareness with special reference to children and young women in context of the backward	23

					School	underpriv ileged locality	
2019	1	1	13/08/2 019	1	Cleaning of campus and adjoining areas as part of Swachh Bharat Mission	Importa nce of clean sur roundings for a healthy community	23
2019	1	1	09/09/2 019	1	Observing Internati onal Literacy Day	Literacy as a matter of dignity and human rights, "Literacy and Women empowerme nt" Literacy and Multi lingualis m: challe nges of l inguistic diversity . Purpose was to promote literacy and higher education in this backward underpriv ileged locality	37
2019	1	1	12/09/2 019	1	Save Water Cam paign"-a community awareness	Importa nce of co nservatio n of water water samples collected from Raidighi and adjoining areas were	165

						tested for presence of arsenic and pathogenic microorganisms, to assess their safety as drinking water.	
2019	1	1	21/09/2019	1	Observing International Peace Day	UN 2019 theme of Climate Action for Peace	28
2019	1	1	24/09/2019	1	Awareness on Gender sensitization	Gender equality as human right	58
2019	1	1	27/09/2019	1	A community awareness program on "Say No to Plastics"	Reduce, reuse, recycle plastic to protect environment and minimize pollution of this rural region which is rich in mangroves	95
2019	1	1	02/12/2019	1	A community awareness program on World AIDS Day	The key role played by the community in AIDS control and how to protect ourselves from potential risk of infection	30
2020	1	1	20/02/20	1	Thalass		156

			020		emia camp	Spreading of awareness, collection of blood samples for testing
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Discipline in the College AND Code of Conduct	02/07/2019	Code of conduct for various stakeholders is available at : http://www.raidighicollege.in/doc/Code20of20conduct-converted.pdf Student code of conduct is also published as "Discipline in the College" as part of annual prospectus at the beginning of every academic session. http://www.raidighicollege.in/doc/Prospectus202019-20-converted20(5).pdf

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NSS Day, 24th Sep., 2019: motivational talk on universal values, ethics and morality, and discussion on role of students in gender sensitization as our social responsibilities.	24/09/2019	24/09/2019	58
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

a. LED lights in use b. Initiative taken to make the campus a totally polythene free zone c. The laboratories use greener methods to conduct their experiments and waste generation is kept at a minimum. d. Lights and fans are switched off by teachers, staff and students after completion of the classes so that the use of electricity can be minimized. It helps in saving energy. e. All computers have LCD monitors f. The plants of the college garden are watered from pond water instead of shallow pump water. g. Planting of new trees is done every year. h. Organic fertilizers are used. i. Green generator is used in power-cut emergencies

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Describe at least two institutional best practices Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link Best practices initiated in 2019-20

1. Plantation with the carbon neutrality approach Trees and other various saplings are planted regularly under the guidelines of Dept. of Botany considering the seasonal cyclonic devastation in our geographical surroundings. After cyclone Bulbul in November, 2019, plantation of trees near the college entrance and on both sides of the driveway has proved to be very helpful for eco-friendly environment. The college has made arrangements for parking of cycles/vehicles of the students and teachers near the entrance gate without disturbing green covers. To save the green and smoke-free environment, regular wastes and leaves are decomposed off by the norms of local Panchayat authority.
2. Community Services in Pandemic situation: Our activities This notable best practice in this COVID lockdown situation (from March, 2020) and post-supercyclone Amphan, has been the effort to strengthen ties with the local community people. Teachers, non-teaching staff and Principal Sir of Raidighi College have extended their financial support and services in different parts of our South 24 Parganas district to help families in distress. It has helped to cultivate a sense of social as well as community responsibility in our students and their associations. The students are being constantly empowered through educational and personal motivational support by our college and many students are still working with several NGOs and are involved in village level community activities.

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

<http://www.raidighicollege.in/doc/Best%20practices%20initiated%20in%202019.pdf>

7.3 – Institutional Distinctiveness

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

The performance of the institution in one area distinctive to its vision: As Raidighi College is co-educational and situated in a rural area in the Sundarban sub-divisional area, our major objective has always been to equip the underprivileged youth of this rural community with the latest academic advancements, requirements and market demands through innovative techniques and practices. As the college firmly believes that quality education is everybody's right and such exposure can uplift the entire community, 16 departments through Honours General programmes (B.A. BLIS, and B.Sc.) and 2 Masters courses (MSc, MA, MLIS) involving three Universities (CU, RBU, NSOU), have been in effect. The college runs a B.Ed course operated under the Raidighi College Society. It has been serving as a Distance Education Study Centre for PG-courses for Rabindra Bharati University and Netaji Subhash Open University. Among all the admitted rural students, the college provides concessional admission to all girls, and minority students as per the direction of the University and the WB Government. College also helps girl students to get different type to scholarship (National Scholarship, Kanyashree scholarship) provided by the Government. A remarkable enhancement in enrolment for girl students (surpassed the boys enrolment) has been observed after the Girls' hostel inauguration. Gender sensitization programmes, several awareness programmes related to vector-borne diseases, pregnancy associated health issues, peace rallies, awareness campaigns on child-trafficking, suicidal tendencies, mental depression related issues, right of democracy - all these create an ethos in the surrounding localities via different organized lectures/seminars, sports competition, and NSS activities in our college. Students participate with full enthusiasm in

each of these programmes as co-curricular and extra-curricular activities of the college. Altogether, the college provides quality education and opportunities for intellectual and emotional growth through different programmes for overall community development which are relevant and responsive to the needs of the rural and educationally backward society of this region of this state. The performance of the institution in one area distinctive to its priority: Raidighi College prioritizes promoting education for poor students and girls students of rural background with special emphasis on backward classes and minority communities. It is noteworthy to mention here that our college prioritize to make them a good human being for the future, and train them to adapt any adverse situation, either mental, physical, economical, as well as natural. The rural background students can't afford their education in the urban colleges. We are fortunate to have distinguished faculty members. It has been our unanimous decision to thrust upon to make an exemplary green campus in this rural area. Accordingly, we conserve natural resources like water and biodiversity, optimize energy efficiency, manage waste (REDUCE, REUSE, RECYCLE), REFUSE-Plastics, and educate the local community about climate change and sustainability while addressing the overall growth and development index of the students. Finally, this NAAC accredited college, despite being located in a remote area, amidst first generation learners, Cyclone-threats (Ayla, 2009 Amphan, 2020) and several other hurdles, stands committed to the overall growth and development of the surrounding area.

Provide the weblink of the institution

<http://raidighicollege.in/doc/Institutional%20Distinctiveness-v2.pdf>

8.Future Plans of Actions for Next Academic Year

1. Preparing for NAAC-2nd Cycle, 2021-2022 2. Arrangements of ICT/e-governance in all academic and administrative sections to face the challenges of COVID lockdown. 3. Upgradation and reorientation of college-university examination/ evaluation system through regular digital communication, online-mock tests and to prepare the students as per UGC-University guidelines. 4. Following the assessment of the pandemic situation, our college will upgrade our planning and coordination on Health related services and programs for students with the help of NSS, Students Health Home, West Bengal and Diamond Harbour Govt. hospital 5. Our College is looking forward to increase the numbers of MoUs by academic departments for student development and faculty exchange. 6. Raidighi College plans to incorporate the involvement of Alumni in various college programs and strengthening mutual relationships. 7. Raidighi College plans to support and encourage staff development facilities for their academic upgradation and organize online orientation programs for non-teaching staff members. 8. Our college is ready to provide more standard facilities of (Girls) Hostel accommodation and Physical Education as per new requirements. 9. Raidighi College plans to develop more ICT enabled teaching support and strengthen our Library resources to encourage the e-content development by teachers in the various platforms of MOOCs and SWAYM by MHRD. 10. Raidighi College is also committed to bring out socio-environmental transformation, cultural development and community awareness of our rural surroundings in Sundarbans as it is one of the socio-economically backward region of India.