



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>	<b>RAIDIGHI COLLEGE</b>
• Name of the Head of the institution	<b>Dr. Sasabindu Jana</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>9735310008</b>
• Mobile No:	<b>9735310008</b>
• Registered e-mail	<b>raidighicollege95@gmail.com</b>
• Alternate e-mail	<b>iqac.raidighicollege@gmail.com</b>
• Address	<b>RAIDIGHI COLLEGE, P.O. P.S. - RAIDIGHI</b>
• City/Town	<b>(Village: Raidighi) SOUTH 24 PARGANAS</b>
• State/UT	<b>West Bengal</b>
• Pin Code	<b>743383</b>
<b>2.Institutional status</b>	
• Type of Institution	<b>Co-education</b>
• Location	<b>Rural</b>
• Financial Status	<b>UGC 2f and 12(B)</b>

• Name of the Affiliating University	University of Calcutta				
• Name of the IQAC Coordinator	Dr. Sisir Chatterjee				
• Phone No.	8017038882				
• Alternate phone No.	9433603681				
• Mobile	9433603681				
• IQAC e-mail address	iqac.raidighicollege@gmail.com				
• Alternate e-mail address	raidighicollege95@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://www.raidighicollege.in/AOAR.html">http://www.raidighicollege.in/AOAR.html</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:					
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.01	2016	05/11/2016	04/11/2021
<b>6.Date of Establishment of IQAC</b>			21/03/2014		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
nil	nil	nil	nil	nil	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			No File Uploaded		
<b>9.No. of IQAC meetings held during the year</b>			6		

<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>1) Submitted AQAR in online mode for sessions 2019-20 2) Submitted All India Survey on Higher Education (AISHE) annual data for 2019-20, as part of quality assurance initiative. 3) Organized numerous online webinars and workshops during the lockdown period. 4) Different departments and units of the college are instructed and guided by IQAC to initiate several outreach and developmental programs focusing the mental health of the student community during the pandemic time period. 5) IQAC Encouraged and insisted that all depts. should switch to online teaching-learning mode during the pandemic time period. It has been noticed that Google Meet has been found the most suitable mode of online teaching-learning method for most of the students and faculties.</p>		
<b>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</b>		
Plan of Action	Achievements/Outcomes	
Nil	Nil	
<b>13. Whether the AQAR was placed before</b>	<b>Yes</b>	

<b>statutory body?</b>	
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Governing Body	03/11/2021
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2020	27/06/2020
<b>Extended Profile</b>	
<b>1. Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	16
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2. Student</b>	
2.1 Number of students during the year	3396
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	990
File Description	Documents
Data Template	No File Uploaded
2.3	702

Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	No File Uploaded	
<b>3.Academic</b>		
3.1		<b>24</b>
Number of full time teachers during the year		
File Description	Documents	
Data Template	No File Uploaded	
3.2		<b>24</b>
Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	No File Uploaded	
<b>4.Institution</b>		
4.1		<b>27</b>
Total number of Classrooms and Seminar halls		
4.2		<b>5.50</b>
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		<b>36</b>
Total number of computers on campus for academic purposes		
<b>Part B</b>		
<b>CURRICULAR ASPECTS</b>		
<b>1.1 - Curricular Planning and Implementation</b>		
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process		
Raidighi College affiliated to University of Calcutta, follows the curriculum given by the university. Curricular aspects of the courses taught at our institution are governed by University of Calcutta Ordinance and guidelines. For the effective implementation		

of the curriculum the broad vision and goals of college are kept in mind. The vision and mission of the college are corroborated with the objectives of the society and reflects the commitment of the Institute towards holistic development of the students and inculcating the social and human values in them through academic, co-curricular and socially meaningful activities. The college vision, mission and objectives are communicated through the college website (<http://raidighicollege.in/index.aspx>), College Facebook page and Youtube channel, and admission prospectus. Based on the University of Calcutta academic calendar, the college prepares the academic calendar at the beginning of session under the guidance of the concerned academic council. Based on the departmental routine, departments conduct meetings to allot classes and syllabus distribution. Students are given details of the teaching assignment of each teacher at the beginning of a session and accordingly the teaching plan is prepared. All departmental events and committee activities are uploaded to facilitate the effective documentation. All the Departments hold meetings at the end of semesters to discuss and plan in advance the execution of courses in the subsequent semester. During Pandemic time various course delivery methods are followed by the faculty such as, online lectures, online presentations, Tutorials, Practicals, E- learning. The college adopts numerous policies for bridging the knowledge gap of the enrolled 'weak' students to enable them to cope with the programme of their choices as well as promote, reward and facilitate 'advanced' learners. That means special care is taken to address the problems of slow learners, advanced learners and first generation learners. This includes scholarships, mentorship, tutorials and remedial teaching classes in online mode. The entire approach is student centric. The college has a practice of inviting external experts for conducting various webinars, practical and theory evaluations with the view to ensure quality of education, and objectivity in the teaching-learning processes. The Internal assessment which consists of internal tests, presentations, projects and assignments are conducted to evaluate the performance of students. Continuous review of the progress of syllabus completion (100%), performance of the students, association activities are done in the department level meetings through online mode. Institution encourages all teachers to attend syllabus oriented workshops in online mode and other FDP programmes to update themselves and ensure effective curriculum deliverance. Student satisfaction survey is conducted through online by IQAC to improve the teaching-learning process of each department. Teachers have continued the mentoring process through different online modes such as Google Meet, Google Classroom, Messages, Phone Calls etc. Such mentoring programmes enable students of all years to provide feedback to teachers on the

curricular issues, college infrastructure, administrative matters and other non academic matters.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

#### Academic Calender:

The College functions in accordance with the guidelines and regulations framed by the University of Calcutta. For this purpose an academic calendar mentioning holidays, teaching days, admission timeline, seminar/workshop slots, etc. in an academic session is prepared at the beginning of the session and tentative dates of Internal assessment are also provided by the college in the proposed academic calendar prepared at the beginning of each academic session, which is uploaded in the college website. Although the COVID-19 situation disrupted the whole routine and schedule drastically. All departments conduct internal assessment of students and students are well informed about these internal examinations well in advance by the department. The framework of this calendar has provisions for tentative schedules for internal and end semester examinations . According to the schedule of the university we give notice of students' enrolment, class notice, internal assessment, registration, students' form fill up etc. Thus the Academic Calendar includes the tentative schedule of the following important matters:

- Admission •Commencement of classes •Month-wise regular classes
- Seminars/Workshops •Academic Excursion / Survey / Field-Works
- Annual Sports •Cultural Activity •Internal Assessment and end Semester Examinations •Holidays and Vacations. It has been observed that these communication to various students' groups is overall convenient by WhatsApp groups.

#### CIE

The college is affiliated to the University of Calcutta and follows its curricula and Examination guidelines. CBCS curricula require Internal Assessment examinations designed by the Board of Studies of different disciplines. The college has been consistently designing its teaching methodology to cater to the new curricula and

examination process. For the odd as well as even semester 2020-21, continuous internal evaluation was conducted through different mechanisms such as regular online class tests or online assignments, presentations, G-Meet viva-voce, etc. Lab Manuals in different subjects are made the point of reference for conducting Practical classes and tests. For example, the programming language classes were executed using Google-Colab, and the program outcomes are shown as taken by the snapshots from their mobile phones. In this way a student is being prepared and inducted to face the rigours of the online system of study. Due to COVID-19 pandemic, all these continuous internal evaluations were conducted through online system. Online assignments of students were taken through the e-mails, whatsapp, Google-forms, Google Classroom, Google Meet, and other web platforms for continuous internal evaluation of students. In this way a student is being prepared and inducted to face the rigors of the semester system of study. This particularly helps to assess the students' weakness that will be given more emphasis later by the teachers and mentors and will help the students to overcome their weakness.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

<b>1.2 - Academic Flexibility</b>	
<b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>	
<b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b>	
4	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>
<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>	
<b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>	
0	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	No File Uploaded
<b>1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year</b>	
0	
<b>1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year</b>	
0	

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

### 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 students of our institution are being constantly empowered through educational and personal motivational support by our college and many students are still working with the NSS team and are involved in village level community activities. To observe NSS Day, on 24th September, 2020: motivational talk on universal values, ethics and morality were discussed, and students were made aware regarding their role in gender sensitization. Due to ongoing pandemic situation Our college organizes different virtual cultural programmes to observe important days such as Swami Vivekananda's birthday, Parakram divas ( Netaji birthday), 200th birth anniversary of Ishwar Chandra Vidyasagar, vasa divas, college foundation day , Acharya J.C .Bose Memorial lecturer to cultivate the sense of respect for our Indian culture and tradition. Students are empowered to organize different events to develop their organizational skills. They have also enthusiastically participated in these virtual programmes

To promote awareness about the rights of a girl child and to increase awareness on the importance of girl education and to increase awareness on Health and nutrition, Women Cell in collaboration with IQAC observes International Girl Child Day. Teachers have been able to communicate with parents of their girl children to prevent early marriages and other prejudices related to the drop-out of girl students.

Students prepare projects on "Environmental Science" as a part of their course curriculum on different environmental issues such as air, water, land and sound pollution, solid waste management, ecosystem and biodiversity, cyclonic effects on mangrove forest of sunderban. Other than Environmental Science project, a few other curriculum based course work have been proven to be very effective towards integrating cross cutting issues in Environment and Sustainability, such as: Environmental Microbiology, Microbes in Sustainable Agriculture & Development, Biofertilizers and

pesticides, Micrological Analysis of Air and Water. To create awareness amongst students as well as the local community, World Environment Day was observed through various motivational talks focussing the loss of biodiversity that threatens all, including our health. Therefore, to promote awareness among the students and to increase understanding of the biodiversity issue, Department of Botany and Zoology in collaboration with IQAC organized a webinar and E-quiz competition on 22nd May, 2021. The event was a grand success with wide participation. Tobacco smoking, chewing of pan-masalas and gutka is prohibited in the college campus. Health hazards caused by tobacco smoking are repeatedly highlighted especially by the NSS unit through awareness messages and presentations in the virtual mode. A few webinar on Magical Mangroves and Mother Earth Day were also celebrated to motivate the students community.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

5

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

<b>1.3.3 - Number of students undertaking project work/field work/ internships</b>	
<b>1271</b>	
File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>
<b>1.4 - Feedback System</b>	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>C. Any 2 of the above</b>
File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="http://www.raidighicollege.in/doc/StudentFeedback21.pdf">www.raidighicollege.in/doc/StudentFeedback21.pdf</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	

<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of sanctioned seats during the year</b>	
2412	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>
<b>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)</b>	
<b>2.1.2.1 - Number of actual students admitted from the reserved categories during the year</b>	
635	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>
<b>2.2 - Catering to Student Diversity</b>	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>The institution, following the means to assess the learning levels of the students, prepares a thorough report departmentally. Despite located in a remote area where economical hardship often proves to be an impediment to regular education, the students are hard-working and their learning levels prove to be dynamically progressive rather than static. However, there remain natural differences among different types of learners which come out of the departmental reports. Based on these, the departments organise special programmes for both advanced and slow learners. While advanced learners are often encouraged to attend seminars and webinar talks both in and out of the college, and are asked to initiate interactions with the resource persons, slow learners are treated with a different approach altogether. Special remedial classes outside regular classes are organised for them. Often, a classroom lecture is elucidated through a detailed powerpoint presentation by the teachers keeping in mind the probable difficulties that might arise for slow learners in course of their understanding. The slow</p>	

learners, too, attend seminars, only after satisfactorily completing basic learning levels which make them ready to delve deeper into the subjects. It is needless to say that due to Pandemic situation, most of these initiatives are partially effective and many teaching learning conventional procedures are changed accordingly to meet the students' need.

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

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

Number of Students	Number of Teachers
3396	62

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

Learning experience proves to be a key factor in inspiring the students to carry forward their quest in higher education. Providing novel learning experience is a promising prospect, to say the least. However, different disciplines and subjects require different learning experiences. Keeping these in mind, the institution broadly exercises a few methodologies that might prove helpful irrespective of disciplines and subjects. Following an online classroom lecture, students are encouraged to solve problems posed by the teachers either individually or in groups, to be submitted online. In case of subjects like political science, philosophy, group discussions are often encouraged to initiate and execute a debate in Google Classrooms. Such problem solving and participative methods enable the students to look beyond the theoretical foundations of the subjects into their applications. Following such broad methodologies, there are obviously subject-centric approaches as well where experiential learning complements one's classroom experiences. In subjects like Food and Nutrition, Zoology, Botany, Geography, field visits/ excursions/ industrial visits are

curricular activities to offer a student a more comprehensive insight. Although due to COVID-19, these field trips or excursions could not take place. In spite of a global lockdown situation, Microbiology Dpt. has organised a state level competition in collaboration with Microbiologists Society of India, with external judges, where two of our college students were awarded for holistic performance, quizzes, and Student Webinars.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

In a digital age, it is impossible to think of teaching-learning experience without ICT tools. The tools were in play for quite some time, before the pandemic broke out and made it absolutely necessary for the teachers and the students to share the teaching-learning experience online. While projectors and smart-board were the ICT tools we could use offline, the online mode of teaching during the pandemic times made the use of such tools proliferate. Using platforms like Moodle, Google Classroom, Google Meet, Zoom along with several online learning tools such as Youtube, different podcast channels, etc. has been a regularity now among the teachers, and it has certainly given the learning experience an unprecedented dimension.

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

**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**

62

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

## 2.4 - Teacher Profile and Quality

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

62

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

### 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

15

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

### 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

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

The Internal Assessment - a component of the end-semester examinations conducted by the University of Calcutta is executed strictly following the rules and dates provided by the university. Though the departments usually choose a specific date for a batch to arrange the internal assessment, it follows a routine prepared by the college centrally, following the university guidelines. During the session 2020-21, all the assessments were to be arranged online. Hence, a similar pattern followed, bringing Google forms and similar platforms in. It goes without saying that while preparing questions, a strict transparency and confidentiality is maintained. The mode too is robust to stop any foul play related to examinations.

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

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

The college has a Grievance Redressal Cell - an independent sub-committee following the guidelines from Vice Chancellor of the University. Any grievance that has been issued in relation to the institution falls under its concern. Grievances related to Internal Assessment also come under its eyes, and the mechanism is modelled in such a way as to work in a transparent, time-bound manner. However, till date, no grievance related to Internal Examinations has been placed. Hence, the committee's involvement in the above-mentioned case remains untested.

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

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

In tune with the overall developmental ideas related to the CBCS system of higher education, dissemination of knowledge in classrooms is strictly based on the Course Outcomes designed by the University of Calcutta as prescribed by UGC, the details of which can be downloaded here: <https://www.ugc.ac.in/subpage/LOCF.aspx>. While designing such outcomes, departments keep in regular touch with the respective Board of Studies. Eventually the outcomes are prepared balancing the immediate deliverables and a long-term holistic growth.

Following this, mostly in the introductory classes of the assignments, the Course Outcomes are circulated and explained among the students. With this, a relatively broad assignment gets divided into smaller parts, with proper perceivable purpose and a precise direction. Its utility, thus, gets enhanced and transparent to the students. Such is the way in which communications related Course Outcomes are made and carried forward. Academic, particularly classroom communications are made mostly keeping in mind the eventual outcome of not only a course, but the whole undergraduate programme in general.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The college evaluates whether or not a student has attained the Course and Programme Outcomes properly. As it happens in case of university examinations, the Internal Assessment component, and the

tutorial/ laboratory component as well offer the teachers ample scopes to assess the students' understanding of the course and attainment of the outcomes by setting conceptual questions and involving them in to-the-point, objective experiments.

Beyond the scopes of university examinations, attainment of COs and POs are often assessed by the departmental faculties in classrooms following ways conducive to individual subjects. As the Course Outcomes often have objectives related to one's capability of recognising, understanding and analysing, discussions, pop quiz, presentations, debates are often encouraged in groups to form a comprehensive idea about the students' attainment of the COs and POs. Following this, advanced learners are taken to higher levels of understanding in a similar manner, while the slow learners are taken care of by arranging more such sessions of formative assessment.

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

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

693

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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)

[www.raidighicollege.in/doc/StudentFeedback21.pdf](http://www.raidighicollege.in/doc/StudentFeedback21.pdf)

<b>RESEARCH, INNOVATIONS AND EXTENSION</b>	
<b>3.1 - Resource Mobilization for Research</b>	
<b>3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)</b>	
<b>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)</b>	
0	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded
<b>3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year</b>	
<b>3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year</b>	
0	
File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil
<b>3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year</b>	
<b>3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year</b>	
24	

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

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

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

4

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

##### 3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

11

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

Throughout the world, social distancing has been the most important issue during the whole time. The location of our college, and the distance from the mainstream urban population has made it worsen.

There are a few pockets of population, who did not move from their village during the whole time. In fact, a few of such population outcasted those, who traveled to any urban places, even for their business or livelihood. This social distancing and the associated apprehension about the end of human civilization affected the socio-cultural environment of the surrounding of our college. Psychologically people have been demoralised, demotivated, and lost most of their enthusiasm.

Accordingly, there was very little scope on part of the college to perform any extensional activities. However, with the advent of modern technologies, and the availability of smart phones and internet connectivity albeit being low, Raidighi College has taken initiatives through online programs to enthuse zeal in their life, to cheer up the college student and most importantly to disseminate the zeal from individual's surrounding. We figured that this task would have been better to perform in a personal level, rather than in an open Google Platform; as the student community usually do not open up in a public forum.

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

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

#### **3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

0

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

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

and NGOs ) during the year

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

8

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

811

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.4 - Collaboration**

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

5

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

5

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

## 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 College has adequate classrooms for teaching-learning purposes as per the minimum specified requirement by the statutory bodies. However, the college is still in crisis to provide a separate classroom to some of the Science and Humanities departments with large intake capacity. Though some of them have common classrooms, the timing is adjusted in class routine. The college has faced two severe cyclones like Umpoon and Yash; and the physical infrastructure has been damaged partially. The restoration work is going on to avoid the congestion.

Most of the Science Classrooms are equipped with projector, and the projectors are connected by a desktop not only to share the slides

or the pdfs, but often different videos are played in order to exemplify the course materials. A few computational course or laboratory demonstration classes are also performed through the projector based show to demonstrate the details. A few of the Classrooms are also equipped with sound boxes to address a large number of Humanities students.

The Science departments have individual laboratories, however, many of the lab equipment got damaged during the two severe Cyclones during this time. While many of those equipment are serviced for proper functioning, a few of them are yet to be serviced.

It is worthwhile to mention here that the Library is also equipped with a few desktops for the students for e-books and e-learning resources. It is a free tool now for interested students to browse those e-learning resources from their respective smartphones.

File Description	Documents
Upload any additional information	No File Uploaded
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 sufficient infrastructure for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga Centre etc. There are four halls to organize cultural programme and interdepartmental or intradepartmental competitions. There are two separate grounds since 2001. The total area of the grounds is 720 sq. m. and 700 sq. m. respectively. One is within the campus and another one is in the southern part of the campus separated by a common boundary wall which was destructed by the last cyclone. The outside playground is in damaged condition right now because of over topping and entry of saline water. However, the college authority is trying to their best to restore it. The college has separate room for gymnasium and yoga which was established in the year of 2015. Both the gymnasium and the yoga centre can accomodate roughly 30 students at a time. It is needless to say that due to COVID-19 situation these facilities were not in proper use during the whole time-period; and on top of that two major cyclones hit the college campus drastically.

File Description	Documents
Upload any additional information	No File Uploaded
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.

8

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

8

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

28.0528

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

Name of the ILMS Software: Koha Version 3.18.03

Nature of Automation: Partially

Version: 3.18.03

Year of Automation: 2015

File Description	Documents
Upload any additional information	No File Uploaded
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

C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

## 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)

0.059

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

**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**

0

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

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

Computers in the Administrative section and in different departments are well-equipped with branded PC's adequately supported by internet connectivity. These machines are equipped with a wide range of licensed system software and application software. The whole campus is connected with LAN. Computers are well connected to the internet help students and faculty to carry out their academic and administrative work. Lab assistants are available to support students and faculty in their problems. During this Pandemic situation. however, none of the facilities got updated; primarily because of the fact that the transport system were fully disrupted in the college area.

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

**4.3.2 - Number of Computers**

46

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

**4.3.3 - Bandwidth of internet connection in the Institution**

D. 10 - 5MBPS

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

#### 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)

21.89978

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

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.

All the physical facilities, inclusive of academic and support facilities are usually maintained and utilized through established system of different committees and their established procedures. Regular maintenance of electrical support, plumbing and sanitary work, carpentry, reprographics, etc is properly looked after through these committees and incorporating the valuable suggestions from the head of the institute and the governing body in a timely manner. A dedicated transformer for the college, a Green Generator had proved very effective in addressing issues of power cuts and voltage fluctuations. Along with those two major electrical appliances, Air-conditioners, water purifiers, CCTV surveillance system require a regular maintenance.

So far as the maintenance and utilization of the academic and support facilities are concerned, the departments are instructed to make a stock book enlisting the details of the equipment and

materials purchased. The laboratory 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. The library is INFLIBNET supported and is undergoing automation. Annual budget is decided for procurement, upgradation, 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 faster 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 different committees monitor all procedures and policies in consultation with TCS and the Principal.

The session 2020-21 was conducted completely in online mode. No such maintenance or developmental activities could have been done due to COVID-19 situation in this period. Furthermore, the two cyclones hit the college campus badly and destructed major college infrastructure, including boundary wall and several electrical appliances.

File Description	Documents
Upload any additional information	No File Uploaded
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****1665**

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

**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****3026**

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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**

**E. none of the above**

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

Nil

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

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

**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**

**E. None of the above**

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

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

0

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

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

71

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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**

1

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

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

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

The students are actively involved in several academic and administrative affairs. There is student representation in the Internal Quality Assurance Cell and as we know this cell is intrinsically associated with the functioning of all the Academic and Administrative Committees/Cells, they participate fully in most of the activities of the college. The role of the Student Coordinators make a huge impact to communicate with other students of respective groups, mainly in a few humanities departments, particularly due to COVID-19 situation. They facilitate by providing their opinions, views and feedback on teaching-learning and other

similar issues. They act as mediums for the dissemination of information and messages regarding classes, examinations etc. As the major section of the student population belongs to low socio-economic strata, the digital divide has affected our students adversely. The Student Coordinators help to bridge this gap as much as possible by reaching the students who become inaccessible to the faculties, at times. The pandemic situation has altered the system substantially. In the pre-pandemic time period, our students had represented our college in sports, yoga competitions, cultural programs at Inter-College levels and made us proud. Earlier students arranged many programs like "Social and Freshers Welcome", Teacher's Day Celebration etc. But due to the COVID protocols imposed by the Government on the Educational Institutions for the safety of all, their activities got restricted partially. In spite of that, they took initiatives in this unprecedented time by conducting some awareness programs, motivational videos, cultural programs etc. in digital mode. Our students also involved themselves in several online competitions like recitation, singing, photography etc. and performed wonderfully.

#### Evidential Documents of Online Programs during 2020-2021:

1. [http://www.raidighicollege.in/Functioning\\_Members.html](http://www.raidighicollege.in/Functioning_Members.html)  
(Composition of IQAC)
2. A tribute to the Great Nobel Laureate Rabindranath Tagore on his birthday organized by the students of Department of English, Raidighi College on 9th May 2021:  
<https://youtu.be/yHrBtcsHVZs>
3. Students of Department of English Observes English Language Day on 23rd April 2021. <https://youtu.be/Zk0TFEdNXOg>
4. Independence Day Celebration, 2020 by the Students of Food & Nutrition:  
<https://youtu.be/Vo7PwxnuUkc> ,  
<https://youtu.be/0303MoJ3YCE>
5. Students of the Department of Food & Nutrition organised National Nutrition Month, 2020.
6. Immunonutrition and its role to fight Covid19, by the students of Department of Food & Nutrition, Raidighi College:  
<https://youtu.be/E1B709B10iI> (02.06.2020)
7. Boost immunity from Proximity, by the students of Dept. of Botany, Raidighi College: [https://youtu.be/6Tb\\_wcOpGtE](https://youtu.be/6Tb_wcOpGtE)

(02.06.2020)

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

2

File Description	Documents
Report of the event	No File Uploaded
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)	<a href="#">View File</a>

### 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

There is no registered Alumni Association in our College yet, however, the registration of the Alumni Association is under process.

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

<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>E. &lt;1Lakhs</b>
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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 of the College has always been to carve a niche for itself as a premier institution offering quality education to the poverty-stricken, under-developed community of rural marshlands of Sundarban. However, the challenges have been many due to situational compulsions, particularly following the COVID-lockdown since March 2020. Yet, staying true to its mission of educating the youth into self-sufficient, responsible citizens, the college has been trying to utilize the present 'digital divide' to a positive effect. The College Governing Body which includes teachers, non-teaching staff, local government representative and students' representative is the highest authority to formulate our institutional policies. Simultaneously, the IQAC advises, suggests to our apex body following the principles of college vision and mission. Through the online classes, or regular webinars and special talks, or implementing several student-friendly ICT tools, our teachers, under the guidance of IQAC and Teachers' Council are involved in this mission to communicate and motivate the students as well as their community. We are hoping that our envisioned reality for our students to enable them overcome pandemic related socio-economic catastrophe, loss of family members, and temporary migration due to cyclonic hazard, will come true, and help them attain the stability and sustainability.

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

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

The institutional leadership deserves a special mention in the light of the challenges. A true effective leadership in our institutional policy making process was very much appreciated by community, particularly an effort to save green in these hazard prone lockdown period, 2020-21. Our college has lost a major portion of greeneries in various cyclonic and flood aftermath, mostly due to Amphan Cyclone in May, 2020. Those greeneries were not only natural protective wall for our college buildings but also guarded land, soil and water resources of our campus. Now our college authority and IQAC have been successful in restoring the greeneries with decentralization and participatory management policy. At first we invited local Panchayat expert team for their necessary support in soil management and new plantation. We also requested some local NGOs and neighborhood students for their voluntary contribution with saplings and seeds considering the demand of our locality's salty, marshy environment. Now we are gradually reviving the greeneries because of these effective decisions from college leadership.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The admission procedure, in accordance with Govt. regulations, University of Calcutta, and UGC, proves to be the most vital strategy for our rural college with limited digital infrastructural services to initiate habits of education overcoming economic and circumstantial challenges. Our college was cent per cent successful to overcome the challenges of online admission with a coming-of-age communication planning through website to the community. Our local teachers and non-teaching staffs have been dedicated in meeting students, and guardians as and when necessary, maintaining COVID19 safety guidelines. Our entire process was mobile friendly, e-wallet supported and there was no compulsion to access commercial cyber centres or even banks for submissions and payments.

Similarly, examinations too were arranged online. Plans made centrally by the Examination Committee were broadly followed, with necessary modifications implemented by the departments as per their need and challenges. Internal Assessments were conducted mostly in

Google forms - both in objective and subjective types. During final theoretical examinations, questions sent by the university were uploaded on the college website in time, in coordination with the website developer. The examination answer sheets were received in proper mail ids, as scanned copies.

Classes, too, conducted on Google meet got widely popular among the students and helped the college to maintain the academic environment.

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

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 organizational structure of Raidighi College is an important guide to one's understanding of our institutional activities. Principal holds the apex position in the college and girls' hostel and he presides over all academic, administrative and financial events. However, higher still, the Governing Body resides, and it possesses fundamental legal and administrative authority over the college. The GB President provides assimilative leadership to the institution.

The college office functions under the leadership of Head Clerk; IQAC, under the coordinator; and TC-NTS, under their respective secretaries. In addition, Student's Council Secretary, Hostel Super, librarian, and Conveners of all the statutory and special Cells comprise important and effective heads of the organisation. Keeping in mind the overall sustainability of the institution, all of them participate in various decision-making and policy-making activities. College has conducted a state level webinar on Guidance on Promotion & Service Rules for the Teaching & Non-Teaching Staff, with special focus on CAS.

Appointment of any kind, following governmental rules and discretion, is subject to the Governing Body's approval. In such cases, the Governing Body scrutinises the effectivity of the appointments and their nature, before mobilizing the necessary

process. Statutory service rules are made clear by the Administrative bodies in a transparent manner and following of the same is kept under strict vigilance.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
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

C. Any 2 of the above

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

### 6.3 - Faculty Empowerment Strategies

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

The institution has no such effective welfare measures for teaching and non-teaching staff. Our college provides Government level welfare supports as per their instructions, if any.

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

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

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

0

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

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

1

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

**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**

14

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

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

The college authority (as well as IQAC) examines and verifies the performances of teaching and non- teaching staff prior to their promotions as per the UGC and Education Department, Government of West Bengal guidelines. Except this, college governing body and IQAC both annually review the performances, achievements and conducts of both teaching and non teaching staff and College Principal acts accordingly. A special mention about the role of the IQAC is due here, as the body not only reviews, but monitors teachers' individual progressions over the year, and provides necessary incentive and guidance as and when needed.

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

#### 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

Due to COVID19 pandemic and lockdown, audits for 2020-21 session had to be postponed and initiative are on to complete it as per norms.

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

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

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

0

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

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

Due to complete lockdown, in 2020-21 session college was unable to address the issue under certain unavoidable circumstances.

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

#### 6.5 - Internal Quality Assurance System

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

**IQAC's plan for institutionalizing the quality assurance strategies and processes in COVID pandemic lockdown phase was according to the demand of our college students and associated structure in concerned community.**

a. IQAC was determined to develop a quality cultural environment for the students. It celebrated birth and death anniversaries of great personalities of India and abroad to share the values and principles of our heritage, tradition and thinking for their psychological and behavioral enrichment.

b. IQAC was very much involved to restore sports section properly and supported Physical Education department with various UGC guided programs not only for physical fitness in confined lockdown period, but also for personality as well as character development.

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

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

There are limited scope of institutional reviews and implementation of teaching-learning reforms on behalf of IQAC due to pandemic related complete shutdown of regular activities in college as well as in our University.

However IQAC has encouraged all the students to participate classes in an innovative manner. For example, in one pre-notified day a student had delivered a lecture as main speaker on a particular topic at the beginning of the class in front of the class teacher. He or she also attended all the enquiries; questions related with the topic from classmates. Finally class teacher concluded the discussion with overall explanation appreciating the lecture, queries and interactions.

Secondly all the departments had to share their class link with College Principal as a policy in 2020-21 online classroom session. On behalf of IQAC, principal visited, attended virtual classes at random or with prior notice to review the progress of the students and the performances of the teachers.

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

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

C. Any 2 of the above

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	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

Due to COVID-19 lockdown the college campus was completely inaccessible to all the teachers, students and non-teaching staffs in 2020-21 period. Hence, for obvious reasons, programmes on the promotion of gender equity could not be arranged physically. However, in the online mode, quite a few attempts were made to commemorate occasions in gender equity and sensitization. A list of those is given below:

Annual Gender Equity and Sensitization online activities :

S1 Name of the Activity

No of

No  
Participants

- |    |   |     |
|----|---|-----|
| 1. | The Lady behind the Double Helix<br><br>on 25th Sep,2020 to celebrate life of<br><br>Rosalind Franklin and her socio-political<br><br>recognition as woman scientist. | 100 |
| 2. | National Girl Child Day by Women's Cell<br><br>on 24th Jan , 2021   | 100 |
| 3. | Commemoration of the life and<br><br>activities of great women scientists<br><br>on 8th March, 2021 to celebrate<br><br>International Women's Day.                    | 120 |

Special developmental facilities were provided for women in different sectors, at Raidighi College:

1. CCTV Camera (inside & outside)
2. Security check at entrance.
3. Girls' Common Room.
4. Hostel maintenance by women staff only.
5. Regular awareness and motivational messages from Principal, IQAC and Women's cell.

File Description	Documents
Annual gender sensitization action plan	Nil
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	<a href="#">Sanitary Napkin Vending Machine</a>

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
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**

Raidighi College has always believed in the environment-friendly idea of REDUCE-REUSE-RECYCLE in case of waste management. The college authority has plans for innovative solid and E-waste management system after this lockdown and restoration of normalcy. The vision is to manage the waste in such a way as to stay environment friendly and hygienic at the same time. In 2020-21 there was no scope of such specific facilities for management of the degradable and non-degradable waste. However, normal cleaning as well as sanitization of campus was kept in practice.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit**

E. None of the above

**3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

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

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

D. Any 1 of the above

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

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

Raidighi College is situated in a remote part of Sundarbans where the presence of schedule castes, tribes, & minorities is a dominant

factor in the social structure. Such a presence in the general population certainly adds to the historical values and cultural dynamism of the place. However, it must also be noted that due to the depriving socio-economic standard, the locality often is prone to face unacceptable hardship and challenges. Keeping all these in mind, inclusive programmes by the college prove to be a moral and psychological boost.

In this lockdown period Raidighi College authority addressed the sentiments and requirements of these population through our SC/ST , OBC cell and Minority cell. IQAC was very much committed to maintain communal and regional harmony with our Unity in Diversity understanding; messages were very clear which was supported by various programs in the period of 2020-21.

1. International suicidePrevention Day Message by NSS , Raidighi College on 5th October, 2020.

2. International Mother Tounge Day on 21st Feb, 2021 by Dept. of English and IQAC.

3. Webinar on the occasion by the 130th Anniversary of B. R. Ambedkar on 14th April , 2021 by SC / ST & OBC Cell and IQAC.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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

Raidighi College is an educational institution catering primarily the population of a part of rural India. Areas that are remote in terms of having a frequent access to developmental ideas and their subsequent discussions taking place mostly in cities, are certainly in need of sensitization programmes related to the basic necessities of life and society. With the intention to materialise this vision, our college administration and IQAC have supported such departmental programs and ocassional messages of the National Service Scheme (NSS) for students and employees, in relation to different types of sensitization. In the session 2020-21, all such programmes were organised online and were widely circulated to students and the

concerned community. A list is given below.

Sl no Participants/circulated	Name of the program
1. 150	Independence Day Celebration by the Dept. of Food and Nutrition on 15th Aug,2020.
2. 100	International Day of Democracy by NSS on 15th Sept.2020.
3. 150	Panchayati Raj Diwas by Pol.Science Dept. to motivate students and thus Community with the vision and mission of Panchayet System and constitutional rights 24th April,2021.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**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.

D. Any 1 of the above

### Annual awareness programmes on Code of Conduct are organized

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

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

Raidighi College celebrated/ organized national and international commemorative events throughout the session 2020-21. It has been a long-standing regularity that the college has duly maintained with proper care and intention. The college realises that such commemorations are not only ornamental celebration of people, days and event. These are actually the gateway to one's better and deeper understanding of our rich cultural heritage, diversity and exceptional contributions of great minds to the growth of human civilization as a whole. However, due to the lockdown, everything was organized in online mode -

Sl. No	Name of the Activity and time	Participants	org by
1.	200th Birthday Celebration Dept.	150	Bengali
	of Iswar Chandra Vidyasagar September, 2020		26th
2.	Swami Vivekananda's Birthday Jan, 2021	75	NSS, 12th
	National Youth Day		
3.	Commemoration of the life and		

Microbiology Dept.

150

activities of the great women scientists  
Cell,

Women's

8th March, 2021

4. 130th Birth Anniversary of  
SC/ST&OBC Cell 70

Dr. B.R. Ambedkar

11th April, 2021

5. 160th Birthday of Rabindranath Tagore  
English Dept. 50

9th May, 2021

6. National Sports Day  
Physical Education Dept. 75

Discussion on heritage of Dhyan Chad

29th August, 2021.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
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.

### ADMISSION CUM ENROLMENT PROCESSES

**Objective:** To ensure access to our higher educational institution by all categories of students irrespective of socio-economic background and cultural as well as geographical backwardness in the COVID-19

pandemic lockdown period.

Context: a) Due to geographic isolation and socio-economic depression in the surrounding areas attracting quality students to B. A. and B.Sc. Hons course was a challenge for us. The admission process must be completed within the given time frame under government directives; the meritorious students identified at the earliest and assured them all types of social security as far as possible on behalf of the institution.

b) 2020-21 was complete lockdown period. It was our priority and very much essential to ensure access to education by marginalized sections under the constraints of communication and infrastructure.

Practice:

a) The admission process was started on 10th August 2020 through a detailed notice on the college website in vernacular language.

b) The admission process was initiated as per the Public Notice/schedules of the Government of West Bengal.

c) Fee structure was as per norms of the Government of West Bengal and the University of Calcutta and it was very minimal charges as per directives.

d) Our ICT-based admission procedure was very much students friendly, moreover, the admission portal was designed simply and mobile-friendly. There was no compulsion of Cyber Cafe or professional Computer Centre Services to fill in the admission form.

e) Entire payment system was also hassle-free. E-banking, E-wallet, credit/debit cards facilities or UPI transactions (i.e. BHIM, Paytm, G-Pay, Phone Pay, etc.) were incorporated into our system. No additional charges from the students have demanded the transaction of admission fees as our college provides the said.

f) An acknowledgment of the Application Receipt showing the date of the recipient and necessary authentication was provided to the students for future reference.

g) The separate merit list of students who have applied for the

different courses was generated after the last date of receiving applications. Category-wise merit lists were prepared to comply with the reservation policy as per the existing Government Rules. The list was used for admission under SC/ST/OBC categories. However, after completion of admission of the enlisted candidates, if there is the case of shortfall of applicants under the reserved category, our institution followed the dereservation policy of the Government accordingly.

h) College Admission helpline including all the Online Admission Helpline Numbers of University of Calcutta and Department of Higher Education, Govt. of West Bengal were disclosed in our website admission portal. Apart from those, an inquiry counter was available in the college to resolve the problems faced by the Freshers and to guide the willing students for official paperwork. Except that direct Phone Numbers, WhatsApp no, Telegram Numbers of the concerned Officials were also available in college website for newcomers.

#### Evidences of Success:

The college introduced the Online admission process much before the implementation of the Central Online Admission System all over West Bengal to avoid the misguidance of the Students' Union to the newcomers and their Guardians. Our college is the pioneer to introduce an online admission system among all the rural institutions of Bengal and in course of time, it is well oriented right now.

- i) More students admitted than the previous year.
- ii) Increasing trend of SC/ST/OBC category of students in higher education levels.
- iii) More applications from girl students.

#### Problems Encountered:

a) Lockdown and associated telecommunications, as well as transportation problems for students from Sundarbans Islands was a hard reality. Frequent cyclones of Sundarbans regions are the major

factors for power and internet interruption.

b) Due to lockdown and pandemic, physical accessibility of college was completely unavailable; this entailed a reduced financial resource to the college by way of fees.

c) For a successful admission process and proper implementation of the entire mechanism, a dedicated more robust computer system with high-speed internet are essential. Latest admission software is required for the entire database management system to generate systematic Admission Register, Receipt, Migration certificate, Intake Management etc.

Resources Required: If we get the funding under different heads from Govt. of West Bengal, RUSA, or UGC properly, some fees like the Development Fees, Tuition Fees, etc. can be waived. We can support the needy students more and more to prevent the dropout rate because of their economic backwardness.

#### HEALTHY PRACTICES & IMMUNITY BOOSTING STRATEGIES

##### Objective:

- To spread awareness about the COVID-19 Pandemic with a focus on preventive strategies.
- To give emphasis on precautionary measures like physical distancing, the significance of wearing masks, sanitation techniques and a healthy diet to promote immunity as protective management in the fight against COVID-19.
- To make people understand the signs and symptoms of the infection for early diagnosis.
- To enhance the comprehension of the importance of Immunization and clear the misconceptions regarding Covid-19 infection.
- To provide guidelines on Post covid complications and care.
- To address the Physical and Mental health issues of COVID 19 restrictions amongst the students.

##### Context:

The unprecedented situation made it a necessity in a context where the students and the families belong to low socio-economic groups having limited access to medical facilities. There were many taboos

that were prevalent in the society that worsened the life of Covid-19 patients. The social stigma caused a discriminatory attitude towards the patients and their family members. Provision of nutrition education with a focus on boosting the immune system was an extremely crucial step by the College, as a major section of the population lives below the poverty line and also suffers from various degrees of malnutrition. The Covid 19 restrictions took a toll on the mental health of the students. The students were facing a lot of domestic problems due to the loss of jobs of the family members and at the same time, they were very in a dilemma about their future. So, addressing mental health issues was planned by the college as part of student welfare.

#### The Practice:

1. Awareness videos on the "Role of Immunonutrition in Combating Covid-19" and "Boost Immunity from Proximity" were prepared by the Department of Food & Nutrition & Department of Botany on 02.06.20 & 07.09. 20 respectively. In these initiatives experts, teachers and students participated actively and the students played the key role as Change Agent in circulating the messages in their families and nearby communities. The digital platform and various social media acted as a catalyst in the communication process.
2. On 03.07.2020 a webinar was organised by the Department of Food & Nutrition and the Department of Chemistry as a part of a webinar series on Sustainable Living. The theme of the lecture was "Dietary guidelines and Food Safety on Post-Covid Socio-economic Scenario". The target group of the webinar was mainly the students and they interacted with the experts to ask a variety of questions on the misconception associated with dietary guidelines.
3. A webinar was organised on 19.07.2020 to address the Mental Health Issues of students amidst the Hazardous Pandemic Scenario as an Integrative Approach. The students conversed openly with the Expert/ Psychological Consultant Dr. Olivia Ganguly regarding their insecurities and problems.
4. On 22.08.2020 a student-oriented webinar was conducted on a very relevant theme on " Chemistry in managing the coronavirus outbreak for a better living" by the Department of Food and Nutrition and Chemistry.
5. In the month of September 2020, a series of events were organised to observe "Poshan Mah" or National Nutrition Month on a broad spectrum of topics like Covid-19 and Nutrition,

- Anaemia and the Role of Diet in its Prevention, Stress management through Diet and Exercise, Proper Food Handling, Food Adulteration, Infantile Diarrhoea, Diabetes Mellitus etc.
6. Webinar Series on "Making Sense of Uncertainty: Coping in the Era of Coronavirus" by the Department of Microbiology & IQAC of Dhruba Chand Halder College and Department of Microbiology & IQAC of Raidighi College was organised from 25th to 31st July, 2020. National Level Webinar Series on " Science amidst Covid Pandemic: Life Goes On..." was also organised by the Department of Microbiology & IQAC of Raidighi College and Department of Microbiology & IQAC of Sammilani Mahavidyalaya on 16th, 17th and 21st July, 2020.
  7. The National webinar on World Immunization Week was organized by the Dept of Microbiology in collaboration with the Microbiological Society of India on 27th April, 2021 with a motive to make participants understand the importance of getting the vaccination.
  8. An Online-Quiz was also conducted on the occasion of National Nutrition Week on 4th Sept, 2020 to spread messages on Food Safety, Healthy diet etc. There were a total of 474 participants who took part, out of which 95.1 % were students.

#### Evidence of Success:

It was absolutely evident from the level of participation and the responses that were received by the students and other academicians. The comments and observations obtained from the online feedback system not only indicated the extent of our success but also mapped out the areas where we can work and improve. A huge and positive response was obtained throughout the entire process.

#### Problems Encountered:

- Covid-Restrictions and Lockdown Protocols limited our activities and caused problems with direct communication.
- Lack of accessibility of Internet connections and technical support like availability of mobiles, laptops by a substantial percentage of the student population.
- Both teachers and students had to face many hurdles, in the beginning, to adapt to this new normal, especially working in virtual platforms.

#### Resources Required:

- ICT tools
- Proper Network Connections
- Gadgets and devices are needed to carry out online interaction and discussion sessions.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 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

Institutional Social Responsibility (ISR) has become an increasingly important concept globally as well as locally. Raidighi College represents an environmentally vulnerable and socio-economically backward region in a remote part of Sundarbans. The changing nature of socio-physical environment in which college sustained lockdown 2020-21 were identified as: digital divide in higher education ,,changes bought by ICT development, less financial supports from external sources adaptation of curricula to accomodate rural students with their limited cultural exposures. Raidighi College ISR introduced at the early stage of lockdown with a vision 'teach everyone, reach everyone' to overcome the digital divides with all possible ways of communication.

Practicing ISR was not only limited to our institutional resources and finance but all staff has influenced our students in many ways which include psychological support at the time of online examination, promoting and improving health of the community, pursuing green activities in and around college campus, practicing economic restrictions and performing community services. Physical and environmental disaster and social unrest were the main causes of psychological uncertainty among students.

Regular mentoring and other materialistic supports in community were accomplished by joint efforts of our institutions and local administration particularly after cyclone Amphanand COVID Pandemic containment situation.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

1. Preparing Plan for NAAC 2nd cycle : 2020-21 or (2022-23) as per the lockdown status of our state as well as our local community .

2. Improvements of ICT / e-governance in all academic and administrative sections, as COVID lockdown still continues. (evenafter 2020-21 session).

3. The college will try to organize more dynamic Institutional Social Responsibility (ISR) programs to attain the challenges and crisis of our college area particularly students community.

4. The college will try to ensure 100% vaccinations of students, teachers and non-teaching staff for overall safety of our college premises.

5. Raidighi College is facing regular environmental degradation due to seasonal cyclonic storms associated with adjoining Bay of Bengal. We are working on more protective physical shields like greeneries and other infrastructure to attain the challenges of disaster and related loss.

6. Raidighi College plans to establish Alumni Association, an official platform for ex-students of our college for overall development support.

7. Raidighi College plans for multi-dimensional skill enhancement and mentoring programs for teachers and non-teaching staff for extensional support to students in the extraordinarily pandemic period.