YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	RAIDIGHI COLLEGE
• Name of the Head of the institution	Dr. Sasabindu Jana
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03174270027
• Mobile No:	9735340005
• Registered e-mail	raidighicollege95@gmail.com
• Alternate e-mail	iqac.raidighicollege@gmail.com
• Address	RAIDIGHI COLLEGE, P.O + P.S - RAIDIGHI
• City/Town	Village: Raidighi; SOUTH 24 PARGANAS
• State/UT	West Bengal
• Pin Code	743383
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**UGC 2f and 12(B)**	
• Name of the Affiliating University	**University of Calcutta**	
• Name of the IQAC Coordinator	**Uttam Roy Mandal**	
• Phone No.	**8335822418**	
• Alternate phone No.	**9830391628**	
• Mobile	**7980931705**	
• IQAC e-mail address	**iqac.raidighicollege@gmail.com**	
• Alternate e-mail address	**raidighicollege95@gmail.com**	
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.raidighicollege.in/doc/AQAR-2022-23.pdf	
4.Whether Academic Calendar prepared during the year?	**Yes**	
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.raidighicollege.in/Academic%20Calendar.html	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**B+**	**2.58**	**2024**	**21/11/2024**	**20/11/2029**

6.Date of Establishment of IQAC	**21/03/2014**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	[View File](#)

9.No. of IQAC meetings held during the year	06	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

1. Active preparations have commenced for the NAAC Peer Team Visit (PTV) in connection with the 2nd cycle of Assessment and Accreditation. Efforts are focused on ensuring compliance with NAAC criteria, updating documentation, and streamlining institutional processes. Various committees are engaged in data validation, report preparation, and infrastructure readiness. Faculty and staff are being oriented to meet accreditation requirements effectively. Necessary improvements in academic and administrative domains are being implemented. Mock assessments and review meetings are conducted to enhance preparedness. The institution is committed to achieving excellence in quality benchmarks and ensuring a successful accreditation process. 2. Efforts have been made to enhance the engagement of Career Counselling and Placement Cells, ensuring students benefit from external ideas and support systems. Initiatives include strengthening industry connections, organizing expert sessions, and facilitating skill development programs. Career guidance workshops, mock interviews, and networking opportunities have been introduced to align students with market trends. Collaboration with recruiters and alumni has been reinforced to provide valuable insights and job prospects. Personalized mentoring and resume-building sessions are being conducted to improve employability. These measures aim to equip students with the necessary skills and opportunities for a successful career path. 3. The College Library has been modernized with new modalities to enhance accessibility and efficiency. Digital resources, e-books, and online databases have been integrated to support academic research. An upgraded library management system ensures seamless

cataloging, lending, and tracking of books. Enhanced infrastructure, including improved seating, lighting, and Wi-Fi connectivity, creates a more conducive learning environment. QR codes and RFID technology have been introduced for faster book access. Regular training sessions are conducted for students and faculty to maximize resource utilization. These advancements aim to provide a more comprehensive and technology-driven learning experience for the academic community. 4. A series of integrated consecutive programs were planned and largely executed to foster a student-friendly campus culture while engaging the wider community. These initiatives focused on inclusivity, academic enrichment, and holistic development. Interactive workshops, cultural events, and leadership training sessions were organized to enhance student participation. Community outreach programs, mentorship initiatives, and collaborative activities strengthened the bond between students, faculty, and local stakeholders. Emphasis was placed on creating a supportive and engaging learning environment through student-led initiatives and feedback-driven improvements. These efforts collectively contributed to a vibrant, inclusive, and dynamic campus culture promoting overall student well-being. 5. Efforts were made to seek philanthropic support and sponsorships to enhance student-centric extensional activities. Appeals were directed toward organizations, alumni, and well-wishers to fund initiatives that benefit students' academic, cultural, and professional growth. Sponsored programs focused on skill development, research projects, scholarships, and extracurricular activities. Special emphasis was placed on community engagement, leadership training, and career-oriented workshops. These contributions helped create opportunities for students to participate in meaningful learning experiences beyond the classroom. The initiative aimed to build a strong support system that fosters holistic development and empowers students to excel in various fields.

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

Plan of Action	Achievements/Outcomes
Enhancement of traditional academic and administrative structures on campus, fostering a symbiotic educational ecosystem based on student-teacher interactions and mutual respect	The college campus serves as a hub for healthy and reciprocal educational activities, fostering sustainable best practices for nurturing responsible citizenship. The COVID-19 pandemic restrictions and prolonged trauma over the last three terms have

	significantly impacted the behaviour and aspirations of our students, as well as the traditional symbiotic interactions between students and teachers. The IQAC (Internal Quality Assurance Cell) of this institution firmly believes that the strength of an educational organization lies in mutual trust, faith, and regular campus interactions among all stakeholders. Raidighi College's IQAC has been largely successful in restoring these traditions and interactive practices, paving the way for a vibrant new beginning on campus.
Positive outcomes from semester classes held on campus and effective functioning of academic and extension support services.	Following the advice of the IQAC, certain senior members of the Governing Body and Academic Committee convened in a joint meeting in September 2023 and again in April 2024. It was decided that classroom teaching accompanied by Continuous Internal Evaluation (CIE) in various documented formats would prove beneficial for overall academic achievement. Merely enforcing strict attendance monitoring for teachers or students is not a definitive solution to uncertainties such as dropout rates, academic weaknesses, or the restoration of the academic atmosphere post prolonged lockdowns. The IQAC advocates for patience and careful nurturing of our students, especially considering they hail from socioeconomically vulnerable communities in the Sundarbans.

IQAC supported the modernization and implementation of new modalities in the College Library.	The modernization of the library was initiated following the report of an Expert Committee composed of three members who visited on September 16, 2022. The committee was chaired by Prof. Sabuj Kumar Chaudhuri, Head of the Department of Library and Information Science (DLIS) at the University of Calcutta. On April 24, 2024, the College Library introduced an online catalog system for the benefit of both students and teachers. Another significant initiative of this session was the introduction of revised late fine fees for teaching and non-teaching staff, along with a more disciplined code of conduct for library users. Additionally, the library sub-committee observed World Book and Copyright Day on April 23, 2024.
IQAC has planned to organize orientation programs in various forms, ranging from departmental to inter-college levels, ahead of the 2nd Cycle of NAAC in the 2024-25 session.	IQAC has successfully organized several workshops and interactions at micro to meso levels, featuring eminent experts such as District and State Mentors of NAAC, both internally and externally. Our collaborative programs under MoUs with other institutions are primarily designed to provide updated information and diverse perspectives for a healthy and productive understanding of the evolving patterns of NAAC assessment.
IQAC planned to organize its annual A.J.C. Bose Lecture for the academic year 2023-24.	Dr. Sudipto Sasmal and Dr. Ankan Das from the Institute of Astronomy, Space, and Earth Sciences, Kolkata, delivered the 2023-24 Raidighi College Annual

	A.J.C. Bose Memorial Lecture separately on September 30th, 2023.
IQAC planned for a series of integrated consecutive programs aimed at promoting a student-friendly campus culture and involving the community as a whole.	Raidighi College observed a six-day celebration of Students' Week, in accordance with the guidelines from the Government of West Bengal, from January 2nd to January 8th, 2024. The event was jointly organized by the Students Credit Card Cell, Students Welfare and Services Subcommittee, and Cultural Subcommittee to showcase the scope and opportunities available at the institution for various student-centric activities to all stakeholders of the college.
Considering the contemporary scenario of the college's financial system, IQAC planned to complete all pending financial audits since 2019-20 in this session and develop a budgetbased action plan at the beginning of the next session.	In response to the urgent requirements from IQAC regarding the preparation of several documents related to the 2nd Cycle NAAC, our Finance Committee has finalized the schedule of statutory audits from 2019-20 within May 2024. IQAC is pleased to receive the outcomes of financial audits for the purpose of AQAR, IIQA, and SSR within the stipulated time.
Submission of AISHE as per the guidelines of the Ministry of Education, Government of India	The college successfully submitted AISHE 2022-23 on March 13, 2024, under the efficient coordination of the AISHE Nodal Coordination Committee led by Dr. Arunima Biswas.
IQAC planned to participate in NIRF 2024.	The college successfully submitted NIRF documents in March 2024, following the guidelines of Team NIRF, India Rankings 2024, under the efficient coordination of the

	NIRF Nodal Steering Committee led by Dr. Payel Ghosh.
IQAC planned to continue the feedback system for all stakeholders such as students, teachers, alumni, and guardians for syllabus orientation and overall understanding.	Direct campus-based feedback was not possible since 2020. However, since 2022-23, we have successfully organized student and other stakeholders' feedback within the campus and classroom ecosystem. It will take some more time to collect organized feedback from alumni due to certain functional challenges in this geographically marginal area.
Providing promotional guidance to incumbent teachers and assistance for post-retirement benefits for teaching and non-teaching staf	The promotional papers of Dr. Manab Kanti Baidya, Mrs. Suprity Sarkar, Mr. Sanat Kr. Purkait, and Dr. Sudhin Sinha for Associate Professorship were acknowledged and accepted by the Education Department, Government of West Bengal, in accordance with norms. Additionally, the promotional papers of Dr. Jahan Ali Purkait, Dr. Arunima Biswas, Mr. Pintu Mandal, and Dr. Shreyashi Pal, who are at different stages of Assistant Professorship, were verified by IQAC and submitted to the Principal for final processing. IQAC has also successfully monitored the postretirement benefit transfer process for Sri Gaurhari Mandal from the Education Department and ensured the pension status of Sri Utpal Dutta, Accountant, and Sri Manturam Purkait, Cashier, for smooth arrangements of their retirement papers.
Environment Awareness Programs and Green Audit.	IQAC supported all environmental awareness and community plantation programs, including

block-level preparation of People's Biodiversity Register, as a collaborative effort with government documentation under the able leadership of our Green Club and its Convenor, Dr. Madhumita Majumdar, who is also an IQAC member. We have successfully completed our Green Audit for the Session 2023-24. Raidighi College was invited by the State Pollution Control Board as one of the selected participant colleges in the World Environment Day Program at the Biswa Bangla Convention Centre on June 5, 2023. A group of 12 students and 2 teachers, including the IQAC Coordinator, attended this prestigious government-level awareness program. Presently, we are collaborating with Human Wave NGO, Hooghly (as per MoU on May 31, 2022), to ensure that our college and its surroundings are plastic-free with the help of our students and their experts. The Botany Department of Raidighi College has organized a medicinal plant garden after a series of cyclonic disasters. For this session, IQAC awarded the best male and female Green volunteers from our Green family. Additionally, there were several awareness and motivational programs, such as the observation of World Ozone Day on September 14, 2023, with a public rally and drawing and poster competitions jointly organized by the Botany and other departments with the Botanical Survey of India. Moreover, the World Wetland Day

	was observed in Raidighi Ecotourism Park by the Department of Geography on February 2, 2024, and a One-Day State Level Seminar on National Science Day was organized by all Science departments of our College in collaboration with the State Biodiversity Board. These programs have been highly appreciated by different media and respective authorities like the Botanical Survey of India. In addition to these initiatives, our Green Club had several prestigious ventures in 2023-24, such as the visit to Adamas University for environmental awareness programs on August 14, 2023, and participation in a Career Fair and Hulladek Honors program on March 15, 2024.
IQAC coordination for the 2nd Cycle NAAC and cooperative integration as per the guidelines of the West Bengal Government NAAC Mentor Group.	The IQAC of Raidighi College has been officially coordinating with the West Bengal Government NAAC Mentor Group, South 24 Parganas, since January 3, 2023. On January 27, 2024, Principal Dr. Sasabindu Jana, NAAC Coordinator Dr. Arunima Biswas, and Academic Committee Joint Convenor Mr. Bidyut Saha participated in a hands-on training program/workshop organized for the NAAC preparation of colleges in our district (South 24 Parganas).
Gender Awareness Practices, Programs, and Audit	The IQAC is always committed to gender equity and supportive programs for girl students. On August 14, 2023, our college was awarded by the South 24 Parganas District Administration for our

	achievements in the 'Kanyashree' support scheme and associated services. In line with the decisions of the Women's Cell on February 13, 2023, a Gender Audit was organized, taking into consideration the observations of the IQAC. The IQAC expresses gratitude to the college authority for the inauguration of new ladies' toilets (Pink Toilets) for girl students and other common room arrangements starting from May 16, 2023. Our Women's Cell received an overwhelming response from our girl students during the program held on October 16, 2023, which focused on behavioral and psychological counseling with supportive mentoring. On March 14, 2024, the Women's Cell and the Students Welfare and Services Subcommittee jointly organized the Annual Women's Day program. Our girls' football and Kabbadi teams received awards and recognition for their skillful performances everywhere, and the college-supported training programs were appreciated.
Orientation and preparation for the newly introduced 4-year degree course program and its associated scope as per NEP.	Our Geography department successfully organized workshops on July 20, 2023, for all college teachers of Geography under the University of Calcutta to address the newly introduced 4-year degree course and the 3-year MDC system. Additionally, several of our teachers participated and contributed by sharing ideas and lesson plans. On January 19, 2024, our teacher representatives made successful

	contributions to a workshop discussion organized by Dhrubachand Halder College on Summer Internship programs at different levels of undergraduate courses. Our Principal, Dr. Sasabindu Jana, also chaired some of the discussions in various colleges in our South 24 Parganas district. Furthermore, the IQAC Coordinator participated in Academic Bank of Credit Workshops organized by the University of Calcutta on October 6, 2023.
Memorandum of Understanding with different Colleges and organizations	The IQAC has been highly successful in organizing new MoUs and associated cooperative arrangements with various Higher Educational Institutions such as Bangabasi College (in December 2023), Metiaburj College (in December 2023), and Hazi Desarat College (in June 2023). Additionally, longstanding academic cooperations have been maintained with institutions like K.K. Das College, Kolkata; Mahestala College, South 24 Parganas; Dinabandhu Andrews College, Kolkata; D.C. Halder College, South 24 Parganas; City College, Kolkata; Kandi Raj College, Murshidabad; Bijoy Krishna Girls College, Howrah; P.N. Das College, North 24 Parganas; and Human Wave, IASES, among others. These collaborations aim to facilitate the sharing of development plans and ensure necessary accessibility
Addressing the new challenges of	Our Placement Cell Convenor, Dr.

careeroriented counselling, empowerment, and placement opportunities in the evolving educational ecosystem.	Arunima Biswas, and her team have organized a series of orientation and collaborative programs to explore new avenues for campus-based job opportunities. A collaborative program with Neotia University was organized on December 22, 2023, aimed at providing better exposure to skillbased educational attainment. IQAC member Dr. Amitava Moitra represented Raidighi College at the Global Business Summit in Kolkata on December 21-22, 2023, facilitating the exchange of ideas for better job orientation for our students. Additionally, on January 19, 2024, the Botany and Microbiology departments jointly organized a workshop on Mushroom Cultivation, exploring future prospects in production and trade.
IQAC serves as the most trusted advisory partner and collaborative platform for various departmental programs, cultural and sports activities, day observations, seminars, and webinars by sub-committees and cells, along with community-level awareness programs throughout the assessment period.	From June 1, 2023, to May 31, 2024, IQAC actively supported and collaborated on various academic seminars, social message dissemination seminars, and day observations, both offline and a few online. Notably, the Sundarbans Diwas celebrations organized by the Mathurapur Block II administration and supported by Raidighi College on December 11, 2023, witnessed enthusiastic participation from around 750 school and college students, exstudents, college staff, and local residents, with departmental and sectional cells contributing through participation, exhibitions, and demonstrations. On August 15,

	2023, our college commemorated the completion of Azadi ki Amrit Mahotsav and observed the 76th Independence Day with traditional sincerity and commitment. On August 29, our Sports, Yoga, and Fit India Cell observed National Sports Day and participated in an inter-college football tournament organized by the University of Calcutta
Appeal for philanthropic support/sponsored programs, particularly encouraging student-centric extensional activities.	The West Bengal Government-sponsored State Biodiversity Board has contributed Rs. 25,000 for a One-Day State Level Seminar on different aspects of Biodiversity in the Sundarbans and surrounding areas, aimed at generating environmental awareness among students and their respective communities.
Foundation of the 3rd building on campus with multilevel facilities and several studentfriendly services for better academic and extensional supportive arrangements.	On February 8, 2024, the inauguration of the foundation stone and Bhumi Puja for the Rabindranath Thakur Bhawan was held by the College Principal and local people's representative, Dr. Aloke Jaldata, MLA, Raidighi.
Submission of AQAR for 2022-23, IIQA as per UGC NAAC Guidelines, and finally SSR covering the period from 2018-19 to 2022-23.	IQAC is pleased to inform all concerned that the AQAR for 2022- 23 was accepted by UGC NAAC on 24th April. The IIQA was also submitted and accepted on May 2 by UGC NAAC. The SSR is also ready for submission within the 2nd week of June 2024, in accordance with norms.
13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	09/01/2025

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2023	07/01/2025

15.Multidisciplinary / interdisciplinary

The college/institution has started focusing on holistic and multidisciplinary education which will develop all capacities of human beings- intellectual, aesthetic, social, physical, emotional and moral in an integrated manner. This type of multidisciplinary and interdisciplinary programmes shall be in the long term the approach of all undergraduate programmes. The Institution in its preparedness for NEP plans to focus more on departments of Bengali and English Literature, Philosophy, Sanskrit, Mathematics, Physical Education, and other such subjects needed for a multidisciplinary, stimulating to holistic grooming of a student. Students will be given opportunities for internship with local industry, business, crafts person etc, so that they may actively engage with the practical side of their learning and finally improve their employability. As parts of the different MOUs the college has signed with different institutes, several interdisciplinary programmes are being held. The Institution plans to form "light but tight' regulatory system which will held to move towards a multidisciplinary concept of education. There have been a number of multidisciplinary, UGC-Carelisted journals in which our faculty members from the Department of Zoology and History. Such practices orient our teachers for the NEP.

16.Academic bank of credits (ABC):

According to academic bank of credit (ABC) as part of the National Education Policy, students will be given multiple entries and exit options, which will allow students enrolled in undergraduate (UG) and Post graduate (PG) programme to exit course and enter within stipulated period. As ABC regulation will encourage a blended learning mode in which students will be allowed to earn credits from various HEIS registered under their scheme through SWAYAM. Our institution has already started encouraging faculties as well as students to enrol under National schemes like MOOCS, SWAYAM, NPTEL, V-Lab. This flexibility in academic programmes will enable students to seek employment after any level of award and help to upgrade

qualification and also curtail a dropout rate. However, it might as well be mentioned here that in previous years, under 1+1+1 system, if a student failed to appear for the Test Examination due to some unforeseen situation, the Academic Subcommittee of the college took into view their previous results, and based on those, sometimes allowed them to appear for the final examination. This practice was done to diminish drop-out rates and encourage students to take the examinations. A number of college representatives attended a workshop on ABC organised by the University of Calcutta, and the knowledge gained from that has been properly disseminated to all the stakeholders.

17. Skill development:

The NEP envisioned the holistic development of youth with emphasis on not only an upsurge in Gross Enrolment Ratio but also on skill development as the determining factors to realise the objectives of Atmanirbhar Bharat. Our Institution along with IQAC has already processed with this mission and arranged for special Knowledge and soft skills for students. There is a number of Skill Enhancement Courses (SEC) that come under the curriculum we follow. It takes a combination of all these types of skills to get a job, keep a job, and skilled in a job. Life skills like gymnasium, yoga (the college has a Yoga Club) is encouraged. Over the last five years, we have offered 36 Certificate Courses to our students which focused to develop their skills in different areas. The exchange programmes with different colleges that took place under different MOUs also highlight quite a few Skill Development programmes. Also, our college's liaison with surrounding schools is a significant step towards developing the students' skills from the school level, through various programmes. Also, through online competitive examination-oriented guidance, students are trained in particular sets of skills before entering service.

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

The college has an IKS Cell dedicated to the promotion and dissemination of the Indian Knowledge System. The Cell ensures the preservation, growth and vibrancy of India languages, several initiatives are taken by our institution. The medium of instruction followed by the faculties of the college is bilingual (English and Bengali), where mother tongue is prioritised. Most of the seminars organised in the college are in bilingual mode, and even our faculty members deliver subject-specific research lectures in regional language on national platforms. Preferences are also given to 'Devnagari' for Sanskrit language, English language is also

emphasised to promote the strength, usage and vibrancy of Indian Languages. The Department of History maintains a museum developed with historical artefacts of the Sundarbans which holds immense cultural importance. Also, Sundarban Geographical Society is another body connected to the Department of Geography of the college that marks serious study on the local geographical features, contributing to Indianness. To commemorate the historical, political and cultural value of the mother tongue, the college observes International Mother Tongue Day every year on or around February 21. Seminars related to the area of IKS have been organised in the college, and is immensely encouraged. Certificate Courses offered by NSS such as 'The Idea of Service in India' or' Ethics and Applied Spirituality' add to a student's understanding of IKS.

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

Focussing on outcome-based Education, the Institution monitors continual quality improvement by maintaining academic standards in all spheres. The Institute caters towards fulfilling the requirement of the curriculum. Issues in teaching and learning are taken care of like continuous formative assessment and mapping the curriculum and updating regularly to align with the latest knowledge requirements and to meet specified learning outcomes, so that by the end of the educational experience, each student should achieve the goal. The Institute has already developed well organized mentor-mentee system where the role of the faculty adapts as instructor, trainer, facilitator, or mentor, based on the outcomes targeted.

20.Distance education/online education:

Raidighi College acts as a PG (Distance Mode) Study Centre for Netaji Subhas Open University, and did the same previously for many years, for Rabindra Bharati University. As a PG Study Centre, Raidighi College has been hugely successful in giving opportunities to the students to continue with their higher education who, due to a number of adverse circumstances, failed to enrol them as regular students of post-graduation. So far as the Online mode of education is concerned, the college previously had E-Shikshak LMS to conduct online teaching and learning, and resource sharing. Later, our faculty member Prof. Uttam Roymandal developed another LMS E-Shikshalay since the time of NEP implementation in 2023-24. However, it must be mentioned here that in an area like the Sundarbans, online education was not a regular thing previously. Keeping in mind the socio-economic condition of the locality and the hurdles set by it that we had to overcome, regularising the online/blended mode of education has been a commendable feat achieved by the college.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**16**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**3348**

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1796**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**749**

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1 Number of full time teachers during the year	**63**

File Description	Documents
Data Template	[View File](#)

3.2 Number of Sanctioned posts during the year	**64**

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1 Total number of Classrooms and Seminar halls	**30**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**125.92272**
4.3 Total number of computers on campus for academic purposes	**100**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college offers student orientation programs to ensure strict adherence to the curriculum. At the start of both odd and even semesters, the Principal issues a class commencement notification in alignment with the college's academic calendar and university announcements. The academic council subcommittee prepares the master schedule and distributes it to departments for the development of departmental routines.

Various teaching methods are employed, including traditional chalk-and-talk, student seminars, participatory learning, expert lectures, and group discussions. The curriculum is delivered throughout the academic session while considering the needs of both slow and advanced learners. These needs are determined based on students' learning levels, as indicated by formative assessments.

According to UGC guidelines, remedial lessons are offered and included into the timetable. The library resources are a great addition to the in-class lectures.The course material was also given

online using platforms and applications including MOODLE LMS, Google Classroom and Meet, Youtube streaming, and others.Teachers base their lesson plans on the number of lectures each topic in the university programme is allotted. Students are informed about the lesson plan, course curriculum, course outcomes, and manner of curriculum implementation through orientation programmes. As part of the practical lessons, fieldwork, and project work for the life science themes, students were encouraged to examine species in their gardens and other nearby sites. The institution periodically hosts seminars by the teachers of various disciplines to spread knowledge across all subjects.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.raidighicollege.in/Academic%20Calendar.html

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

The academic calendar of the institution is based on the master calendar of its affiliated university, the University of Calcutta. The institution follows both central and departmental timetables that are clearly outlined.

The graded Internal Examination System, aligned with the Choice-Based Credit System (CBCS), includes Internal Assessment Tests, Tutorials, and Practicals. University examinations are conducted twice a year under the CBCS system, categorized as ODD and EVEN Semester Examinations, with schedules displayed on the institution's website. Each core course, skill-enhancement course, and discipline-specific course includes an internal evaluation component worth 10 marks, conducted centrally.

To support advanced learners, regular tutorial sessions provide higher-level knowledge, while faculty members conduct remedial programs for students needing additional support. Departmental student seminars are organized to enhance presentation skills. Continuous Internal Evaluation (CIE) is carried out through various methods, including class tests and home assignments. Additionally, fieldwork is mandatory for students of Botany, Geography, Microbiology, and Zoology.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://acrobat.adobe.com/id/urn:aaid:sc:AP: 9d7aeacd-537f-411d-8e0a-8d6677d8d480

1.1.3 - Teachers of the Institution participate in **B. Any 3 of the above** **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**

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

1.2 - Academic Flexibility

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

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

16

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

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

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

7

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

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

198

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

198

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

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 course curriculum is made up of a number of courses that incorporate universally applicable topics including professional ethics, gender, human values, the environment, and sustainability.

In semester II, the ability-enhancement requirement subject "Environmental Sciences" is made available to all UG students. The departments of Botany, Geography, Microbiology, and Food and Nutrition provide courses that address a variety of environmental topics, including waste management, environmentally friendly synthesis alternatives, pollution control techniques, energy conservation, biodiversity preservation, threats to and management of wetlands, organic farming, soil remediation, water conservation,

climate change, conservation genetics, environment and public health, etc.

The departments of Bengali, English , History, Philosophy, Political Science, and Sanskrit offer courses pertinent to the worth of the natural world, women's empowerment, human values, gender concerns, and the instillation of moral principles in students through professional ethics. For example, the curriculum for Semester - 5 (Honours) in English department has a paper on Women's Writing -- crosscutting the issue of gender.

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	View File

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

10

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

172

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	[View File](#)
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**

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	https://www.raidighicollege.in/doc/Stakeholder's.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2948

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

744

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

2.2 - Catering to Student Diversity

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

Raidighi College is committed to catering to the diverse learning needs of students by assessing their academic levels and organizing tailored programs for both advanced and slow learners.

The institution conducts periodic evaluations to identify students' learning capabilities, including screening tests, classroom interactions, and faculty assessments. Based on these evaluations, special initiatives are introduced:

- For Advanced Learners: The college provides enrichment opportunities such as research-oriented initiatives, faculty exchange programs, internships, workshops and seminar participation to enhance academic excellence. Additionally, departmental learning platforms featuring YouTube lectures and digital resources, expert-led sessions through collaborative programs, and access to external study materials further support their learning. Field visits and educational tours offer hands-on experience and practical insights, fostering a deeper understanding of their subjects.

- **For Slow Learners:** Remedial classes, mentorship sessions, and hands-on laboratory activities help strengthen foundational knowledge and boost confidence. Hands-on training with assignments ensures skill development, while expert lectures and guided study materials support concept clarity.

These initiatives reflect Raidighi College's dedication to inclusive education, ensuring that all students receive the necessary support to reach their full academic potential.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
3348	**63**

File Description	Documents
Any additional information	**No File Uploaded**

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

Raidighi College actively employs experiential learning, participative learning, and problem-solving methodologies to enhance students' academic experiences. Field excursions organized by the Geography, History, Botany, and Zoology departments provide hands-on exposure; while internships, community outreach programs and industrial visits in streams like Food and Nutrition, chemistry and Microbiology bridge classroom learning with real-world applications.The Department of English, too, offers a DSE-paper on Media and Communication Studies which focus on hands-on exposure leading to experiential learning.

The Faculty Exchange Programs like the program organised between Raidighi College and South Calcutta Girls' College fostered intellectual exchange, exposing students to diverse teaching styles

and fresh perspectives. Interdisciplinary sessions, mock parliament debates, and collaborative scientific discussions encourage critical thinking and broaden knowledge beyond individual subjects.

Innovative assessment methods, such as open-book surprise tests and tutorial classes, help evaluate academic progress effectively. Student seminars, workshops, and cinema screenings refine communication skills and promote holistic personality development. Events like the Acharya Jagadish Chandra Bose Memorial Lecture, led by esteemed scientists, ignite curiosity and inspire research-driven learning.

Additionally, platforms like wall magazines, the college magazine Srijani, and various sports and cultural events provide creative outlets and foster teamwork. Through these dynamic learning approaches, Raidighi College ensures a stimulating and engaging academic journey for its students.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://www.raidighicollege.in/College%20Events.html

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

Raidighi College has adopted ICT-enabled tools to enhance the teaching-learning process, integrating traditional methods with modern technologies. Platforms like Google Classroom, Moodle, MS Teams, and Zoom support virtual discussions, assignment submissions, and academic collaboration. The college boasts 100 desktops, 12 laptops, 12 overhead projectors, and 2 mobile projectors, complemented by 30 ICT-equipped classrooms with multimedia content, smartboards, and projectors for interactive learning.

High-speed internet (400 Mbps and 300 Mbps), wireless networking, and a secured Wi-Fi-enabled campus provide students and faculty access to e-books, online platforms, and digital resources. Virtual labs and simulations offer hands-on experiences in science and technology, while Open Educational Resources (OERs) like NPTEL and SWAYAM, and a KOHA-based digital library, support academic growth. Cloud-based storage ensures easy access to materials, and AI-powered educational tools foster innovation.

E-content development, including recorded lectures, enhances student learning. Communication through email, Telegram, and WhatsApp ensures timely updates and discussions beyond the classroom. The Central Computational Laboratory and the digital library catalogue system improve resource accessibility and digital competencies. These efforts aim to bridge the digital divide in a rural setting, empowering students with modern educational tools and enriching their academic experience.

File Description	Documents
Upload any additional information	View File
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

63

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

2.4 - Teacher Profile and Quality

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

63

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
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

17

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

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

2.4.3.1 - Total experience of full-time teachers

694

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Raidighi College strictly follows the University of Calcutta's examination system without any modifications. The examination process is designed to ensure transparency, adherence to university standards, and effective student assessment under the Choice Based Credit System (CBCS) and Curriculum and Credit Framework (CCF).

To oversee in-campus examinations, the college has established an Internal Assessment, Tutorials, and Practical Examination Committee, which functions under university guidelines. Departments conduct Internal Assessments, Tutorials, and Practicals/Projects according

to schedules set by the College Internal Examination Committee. Teachers upload all the marks of Internal Assessments, including Tutorials and Practicals, to the university portal.

All official examination notices are first published in the University of Calcutta's examination portal and announcement section. Following this, they are communicated through the college website and student groups to ensure timely updates for students.

The examination system includes preparing and administering question papers within designated time frames. In cases requiring clarification, the college liaises with the University Examination Controller Section to ensure the smooth conduct of examinations.

By maintaining a structured and well-regulated examination process, Raidighi College ensures a fair and efficient evaluation system for students while strictly adhering to the policies set by the University of Calcutta.

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

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

Raidighi College is dedicated to upholding the integrity of its examination process, ensuring transparency, efficiency, and a structured approach to resolving any grievances. Initially, students are advised to address their concerns through the Head of the respective department, who works to provide prompt resolutions. To further support students, the college has a Grievance Redressal Cell, which is overseen by the College Principal and adheres to UGC guidelines. This subcommittee addresses significant grievances, with the Controller of Examinations at the University of Calcutta holding the final authority over university-approved examinations.

Most examination-related complaints typically arise during external examinations or after university results are released. The college administration swiftly resolves any issues related to external examination centres, while the Office and Results Committee focuses on addressing any discrepancies or technical issues once the results are published.

Students have expressed confidence in the support provided by the Office Head Clerk and Computational Support in Charge, who ensure that all examination grievances are resolved in a timely and effective manner. This proactive and transparent system highlights the college's commitment to maintaining a fair and just examination process and ensuring that students are treated equitably throughout their academic journey.

File Description	Documents
Any additional information	[View File](#)
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.

Being an affiliated college under the University of Calcutta, Raidighi College does not hold any authority in laying down or evaluating the POs and COs in definitive terms. The Board of Studies for different subjects prepare the curriculum as per their understanding of POs & COs, and direct the affiliated colleges to act accordingly.

The University of Calcutta introduced the CCF for undergraduate programs in the 2023-2024 academic session, aligning with the National Education Policy (NEP) 2020. This framework offers a flexible structure, enabling students to choose courses, switch majors, and opt for early exits. It supports academic mobility and personalized education, fostering career readiness.

Faculty collaborated with the University's Board of Studies to design program structures, define objectives, and establish assessment methods, ensuring short-term and long-term academic progression. Workshops, departmental lectures, and orientation programs were conducted to familiarize faculty and students with the new framework. An orientation conclave emphasized course outcomes and academic appraisals.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

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

Being an affiliated college under the University of Calcutta, Raidighi College does not hold any authority in laying down or evaluating the POs and COs in definitive terms. The Board of Studies for different subjects prepare the curriculum as per their understanding of POs & COs, and direct the affiliated colleges to act accordingly. However, Raidighi College ensures the evaluation of program and course outcomes under the supervision of the University of Calcutta, followinga student-centric and transparent assessment process to uphold the quality and integrity of its teaching-learning practices.

The 2023-24 academic session was a transition period, with the coexistence of the Choice-Based Credit System (CBCS) and the Curriculum and Credit Framework (CCF). CBCS allowed students the flexibility to choose interdisciplinary courses, promoting diverse learning approaches. Concurrently, the CCF, aligned with national education policies, emphasized holistic development, skill enhancement, and academic flexibility. Together, these frameworks catered to varied learner needs and ensured a seamless adaptation to changing academic landscapes.

Student evaluations combined internal and external methods. Internal assessments included project work, mock tests, and classroom presentations, providing a comprehensive understanding of students' progress. Mid-semester formative assessments offered timely feedback for improvement, while terminal summative assessments conducted by the university provided standardized outcome evaluation.

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

163

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

2.7 - Student Satisfaction Survey

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

https://www.raidighicollege.in/doc/SSS-1.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

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

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

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

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**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

18

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

3.2 - 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

17

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

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

9

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	<u>View File</u>

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

In the academic year 2023-24, Raidighi College conducted a series of impactful extension activities aimed at empowering the neighborhood community and sensitizing students to critical social and environmental issues. These initiatives, aligned with the college's focus on social awareness, holistic education, environmental stewardship, and healthcare, fostered meaningful community engagement and student development.

Social Awareness and Community Empowerment Events like the International Day of the Girl Child (16.10.23), Minority Rights Day (22.12.23), Caste Sensitization Programme (22.1.24), and National Voters' Day (25.1.24) promoted inclusivity, equality, and civic responsibility. The International Women's Day celebration (8.3.24) empowered participants through discussions on gender equity and women's rights.

Improvement in Holistic Education The college enhanced students' learning experiences through events like the Seminar on Research Methodology (5.12.23), industrial visits organized by various departments, and the State-Level Webinar on Childhood Cancer (10.11.23). These initiatives aimed to bridge theoretical knowledge with practical application and societal relevance.

Environmental Initiatives Key events such as World Ozone Day (16.9.23), National Pollution Control Day (2.12.23), National Wetland Day (2.2.24), Day of Biodiversity (22.5.24), and Environment Day (15.6.24) raised awareness about environmental conservation. The

Sundarban Divas (11.12.23) highlighted the ecological significance of the Sundarbans.

Healthcare Initiatives Activities such as the National Nutrition Week (15.9.23), Anti-Microbial Awareness Programme (24.11.23), and Community Awareness on Bio Fuel promoted better health practices and sustainable living.

These activities exemplify Raidighi College's commitment to holistic development, fostering socially conscious, environmentally aware, and responsible individuals.

File Description	Documents
Paste link for additional information	https://www.raidighicollege.in/College%20Events.html
Upload any additional information	View File

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

01

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

21

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

21

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

3.4 - 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

14

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
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

14

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	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college comprises two main buildings: AJC Bose Bhawan and Swami Vivekananda Bhawan, housing 32 classrooms to support 16 undergraduate courses. Most classrooms are equipped with fixed projectors for ICT-enabled teaching, with portable projectors available for use in both buildings. Departments such as Physics, Microbiology, Food & Nutrition, Chemistry, Zoology, Botany, Mathematics, and Geography have dedicated laboratories with specialized equipment and specimen collections.

The Physics Department features Optical, Electrical & Electronics, Thermal, and General Labs. The Geography Department offers three labs: a Computer/Software Training Geoinformatics Lab for GIS software like Quantum GIS, a Soil-Analysis Lab, a Map Laboratory for topographical and satellite imagery, and an Open Field Instrument-training lab with tools like prismatic compasses and auto-levels.

The Central Computer Laboratory hosts 22 desktops, a laptop, and modern software, including an LCD projector. The college provides a Learning Management System (LMS) and a Language Lab with Orell Talk Smart Version, accommodating up to 500 users. A well-equipped Geoinformatics Lab with 16 terminals is available for Geography students and staff.

To ensure uninterrupted learning, the college has a diesel and green generator set, a 20KV solar panel, and a dedicated transformer. A fully functional girls' hostel is located nearby, and the campus offers a centralized, continually upgraded Wi-Fi system. The

automated central library is well-stocked to meet academic needs.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://raidighicollege.org/naac_dvv/assets/ naac_document/4_1_1_Physical_facilities_naac _dvv2.pdf

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

The institution has recently established a Student Activity Centre for physical exercise, yoga, and related activities, equipped with training gear. Regular yoga sessions are conducted with external trainers. The college also hosts cultural programs, notably on Teachers' Day, 5th September. During the pandemic, departments encouraged student participation in cultural activities through online events. Departments like Geography and Education have launched websites to highlight student achievements.

Annual sports events for students and staff are held at the college ground, fostering a spirit of competition and camaraderie. Departments publish wall magazines featuring student contributions on various topics. The Students' Union organizes Freshers' Welcome and other cultural events, usually on campus. A calendar of extracurricular activities helps coordinate these events effectively.

Ensuring health and hygiene, the college has renovated washrooms, including facilities for the disabled, maintained by housekeeping staff. A functional gymnasium (20ft x 25ft) on the ground floor of Swami Vivekananda Bhawan is equipped with various machines such as Leg Press, Chin-Up, Butterfly, Sit-Up Bench, Biceps Curl, Wrist Curl, Shoulder Press cum Chest Press, and more, supporting a comprehensive fitness regimen for students and staff.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.raidighicollege.in/SSS.html

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

20

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

20

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://raidighicollege.org/naac_dvv/assets/naac_document/4_1_1_Physical_facilities_naac_dvv2.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

46.62380

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template)	[View File](#)

4.2 - Library as a Learning Resource

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

The college utilizes KOHA ILMS (version 22.11.17.000 Rosalie) on an Ubuntu/Debian cloud server for its library management system. This setup provides 24/7/365 hosting, customization of the Staff Client and Web-OPAC, email alerts, server maintenance, remote support, and annual updates, including the migration from a local server to the cloud. Automation began in the 2015-2016 academic year.

The Central Library, located on the ground floor of AJC Bose Bhawan, covers 1350 sq ft and offers a closed-access collection of around 17,000 volumes. The library continually evaluates its stock, employing regular weeding and procurement practices. The transition to KOHA ILMS began with version 3.18.03 and has since been upgraded to version 22.11.17.000 Rosalie, ensuring full automation and 99.9% uptime with a 24/7 web OPAC search facility.

The library also subscribes to N-LIST services, providing faculty and advanced students access to a wealth of e-books and journals. Internet facilities are available through LAN and Wi-Fi on five LAN-connected desktops, allowing access to subscribed resources. The library offers services such as new arrivals displays, career guidance books, user awareness programs, and reading room access. It organizes annual orientation programs for first-year students and maintains close contact with academic departments. The web-centric OPAC can be accessed at https://rdcl.blacal.in/.

File Description	Documents
Upload any additional information	[View File]()
Paste link for Additional Information	[https://rdcl.blacal.in/]()

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

B. Any 3 of the above

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

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

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

1.75603

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

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

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

13

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Raidighi College consistently enhances its IT facilities to support students and streamline administrative tasks. Since 2016, the campus has had internet services from Alliance Broadband Services Pvt. Ltd. (IP: 10.15.21.153), providing LAN and Wi-Fi across the institution. In 2024, network connectivity was upgraded with broadband speeds of

100 MBPS for official use and 400 MBPS for student academics, provided by M/s Misti TV Network. The college recently added new computers and installed eight projectors, with plans to further expand ICT-based classrooms. The campus now features 15 Wi-Fi access points with 400 MBPS bandwidth, ensuring all departments have Wi-Fi and laptops to support digital initiatives.

The college operates 83 desktops/PCs with UPS and 14 printers, all internet-connected via LAN or Wi-Fi. Customized online portals support various tasks, including admissions, fee collection, and feedback. Software such as CAS 10.0 and Tally Prime aid in admission and accounts management, respectively. The college's G-Suite account and Learning Management System (LMS) provide e-resources for students. CCTV surveillance covers the entire campus, monitored from the Principal's room, with footage stored for 15 days.

The central library is fully automated with KOHA software (version 22.11.17.000 Rosalie) and ILMS/OPAC. Regularly used administrative portals include AISHE, Banglar Uchcha Shiksha, CUEXAM, WBIFMS/HRMS, WBHS, and West Bengal e-Tender. The college continually upgrades its digital infrastructure to better serve students, faculty, and staff.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.raidighicollege.in/doc/ICT_MeetingsMinutes&Policy.pdf

4.3.2 - Number of Computers

100

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

64.13993

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Raidighi College has implemented comprehensive systems and procedures to maintain and utilize its physical, academic, and support facilities effectively. Various statutory and nonstatutory sub-committees oversee these facilities, ensuring regular maintenance of electrical, plumbing, sanitary, and carpentry works. Guided by the institute's leadership and governing body, these committees promptly address issues and incorporate valuable suggestions for improvement.

Infrastructure enhancements, such as a dedicated transformer and Rooftop Solar Power Grid, effectively mitigate power cuts and voltage fluctuations. Essential appliances like air-conditioners, water purifiers, and CCTV surveillance systems undergo regular maintenance to ensure optimal functionality. Departments maintain detailed stock books for equipment and materials, while laboratory instruments are carefully used and monitored in accordance with

product manuals.

Sensitive laboratory instruments are protected from voltage
fluctuations using UPS, Online UPS, Inverters, and Voltage
Stabilizers. The library, supported by INFLIBNET, is undergoing
automation to enhance operational efficiency. Renovation and
modernization efforts extend to administrative areas, including the
Principal's Chamber and main office room, accompanied by electrical
upgrades. These systematic procedures uphold the functionality and
utilization of facilities, creating an environment conducive to
academic excellence.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1898

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
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)	[View File](#)

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

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

`0`

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)	**No File Uploaded**

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

A. All of the above

File Description	Documents
Link to institutional website	https://www.raidighicollege.in/College%20Events.html
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

`324`

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

`324`

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

01

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

35

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

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

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

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
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.

1

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

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

Raidighi College prioritizes student representation and engagementin administrative, co-curricular, and extracurricular activities,fostering a vibrant campus community.The institution organized various cultural,sports, and social activities throughout the 2023-24session.

Students actively participate in sub-committees and special cellslike the Green Club, Minority Cell, and NSS, organizing events andwelfare services alongside teachers. The institution annuallyobserves Students' Week, facilitating student engagement with government welfare schemes.

Student volunteers and participants in activities of NSS, GreenClub, Yoga, Fit India, and Sports Coordination Cell received recognition through awards presented by respective authorities. TheTeachers' Council regularly selects students for representation innon-statutory sub-committees.

Although the session did not include a Students' Council due togovernment policy suspending annual elections, students remain involved in initiatives contributingto social responsibilities. This inclusive approach ensures students' voices are heard and their participation valued in shaping the college community.

File Description	Documents
Paste link for additional information	https://www.raidighicollege.in/College%20Events.html
Upload any additional information	No File Uploaded

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

44

File Description	Documents
Report of the event	<u>View File</u>
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)	<u>View File</u>

5.4 - Alumni Engagement

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

The Alumni Association of Raidighi College is a registered association (West Bengal ACT, XXVI of 1961, Reg No – S0036501) that contributes significantly to the development of the institution. Alumni Association is the mirror of the college, reflecting the professional and personal achievement of the students.

Vision: Aims to create a beneficial bond between present students and alumni.

Some of the salient activities of the Alumni Association are:

A. Student-Centric Programmes and Support System:

- **One of the primary objectives of the Alumni Association is to contribute significantly to thewelfare and growth of current students.**
- **To achieve this, the association has resolved to organize a series ofStudent-Centric programs as part of the Students' Support Systemof the college.**
- **These programs aim to provideguidance, mentorship, and additional resourcesto students, ensuring a holistic educational experience.**
- **During the Covid period, manymedical support serviceswere implemented by the alumni.**

B. Promising Responses and Future Prospects:

- **The positive responses received from both students and alumni**

indicate thesuccess and effectivenessof the Alumni Association's initiatives.

- The active involvement of former students in supporting the educational journey of current students has created asupportive and nurturing environmentwithin the college community.

- In future, we are planning to organise a fewBook-Drive programmeson part of the alumni, that would certainly be beneficial for the students.

- Already a similar programme titled'Pustak-Daan'has been organised on05.09.2023.

Looking ahead, the Alumni Association of Raidighi College remains committed to expanding its reach and impact. It is currently undergoing a restructuring and reformation.

File Description	Documents
Paste link for additional information	https://www.raidighicollege.in/Alumni-Association.html
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)   E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

VISION:

- To offer quality education to under-privileged youths of rural Sundarbans

- Make students well-versed in subject matters.

- Inculcate 21st century skills making students job-ready, self-sufficient.

- Character-building through cultural, social, ecological commitments.

MISSION:

To realize the above visions, our missions are to:

- Have an effective road map that always remains relevant to ever-evolving dynamics of Higher Education scenario, society.

- Promote contemporary, ICT-enabled teaching methods augmenting student competency.

- Provide adequate infrastructure, necessary resources, conducive academic environment, favoring comprehensive cognitive growth.

- Promote capacity building, skill enhancement, professional ethics to promote employability

- Create a culturally sensitive, inclusive milieu, with participation in community services.

- Inculcate climate literacy, gender sensitization

- Promote traditional Indian knowledge, philosophy, culture and their relevance in current times.

Governance and Leadership:

The teaching and non-teaching staffs of the institution are highly encouraging in participation of different institutional activities, IQAC, Academic Council, Teachers' Council etc.

Faculty Administrative Powers:

- The institution encourages faculty members to participate and lead various academic and administrative role to deliver quality education for our students

- All faculty members are part of Teachers' Council headed by the Principal.

- Faculty council is responsible to take and implement those

decisions taken by Academic Council and IQAC.

File Description	Documents
Paste link for additional information	https://www.raidighicollege.in/index.aspx
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.

Raidighi College has more than 15 committees to ensure the smooth running of the college. This includes Academy, Cultural, Equal opportunity, Development etc. Conveners and members of these committees help the Principal and report to him if needed. Financial concern or liability of the committees have to be discussed with the Bursar and principle on priority basis.

- **The Financial Committee managesthe institution's financial resources and ensuresthat financial practices align with the institution's overall goals. It maintainsfinancial stability, transparency, and accountability while supporting the college's educational and operational objectives like budget planning, planning of infrastructure and capital development, advising on Financial Policies etc.**

- **The Purchase Committee managesthe procurement process, ensuring that the institution acquires goods, services, and resources in a cost-effective, transparent, and efficient manner. The main objective of the purchase committee is to oversee the purchasing decisions and ensure the institution's needs and financial policies.**

- **The Academic Committee is responsible for evaluating and revising the curriculum to reflect emerging trends, industry needs, and academic advancements. The committee designs, reviews, and periodically updates the curriculum to ensure that it is relevant, current, and aligned with academic standards. This committee also assesses the effectiveness of the academic programs.**

File Description	Documents
Paste link for additional information	https://www.raidighicollege.in/doc/Organogram.pdf
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc.Higher level academic committee consisting of Principals, Head Of all Departments and senior professors after in-depth discussions and by considering vision, mission, quality policy, core values, social factor and SWOC (Strengths, Weakness, Opportunities and Challenges) analysis established a strategic plan with well defined objectives and mechanism for effective implementation of NEP 2020 and monitoring sustained institutional growth . The Institution successfully implemented strategic measures for improving academic performance through training. In order to develop innovative practices and developing knowledge in events such as Quiz, Add Super Start, Wealth out of Waste are initiated. Overall skill projection as the basis of lifelong practices is developed from events.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	https://www.raidighicollege.in/doc/Strategy-Deployment.pdf
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.

- **Governing Body**

- IAQC

- Teaching Staffs divided into department with one Head of each departments

- Office staffs with Head Clerk

- Accounts

- Library

The Governing Body is a group of persons from Corporate, Academicsand highly qualified Administrators, constituted to administerinstitutional development activities. As far as the decision making process is concerned, Body members are givenrelevant guidelines for Academic affairs, Faculty Recruitment, Infrastructure, Budget and promotional matters. It has at least eleven members including the President and the Principal-Secretary and three in house teachers' representative, one office representative, one students' representative, Government nominees and University nominees .

IQACserves as the advisory and planning body under the coordination of the IQAC Coordinator, while the College office operates under the Head Clerk and the Teachers' Council under a designated Secretary. Additionally, although not currently organized due to government policy, the Students' Council plays a significant role in student representation and engagement.

Various statutory and non-statutory sub-committees and special cells ensure the regular implementation of co-curricular and extension activities, each overseen by convenors or officers in charge following established norms.

All appointments undergo scrutiny and approval by the Governing Body, adhering strictly to UGC and respective government guidelines for conduction and acknowledgment.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	https://www.raidighicollege.in/doc/Organogram.pdf
Upload any additional information	**No File Uploaded**

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The College Management provides the following welfare activities

To the Teaching staff:

A. Employees Provident Fund (EPF) with loan provisions as per EPF rules.

B. Enrollment in the West Bengal Health Scheme, supported by the Government of West Bengal, for healthcare benefits.

C. Sasthasathi Scheme specifically for State-Aided College Teachers (SACT), supported by the Government of West Bengal.

D. Pension benefits as per government norms applicable to teaching staff.

To the Non-teaching Staff:

A. Employees Provident Fund (EPF) with loan provisions as per EPF rules.

B. Enrollment in the Sasthasathi Scheme, supported by the Government of West Bengal, providing healthcare benefits.

C. Provision of festival bonuses for casual staff members during festive occasions.

File Description	Documents
Paste link for additional information	https://www.raidighicollege.in/doc/Organogram.pdf
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

0

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)	**No File Uploaded**

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

3

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

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

A. Teaching Staff: The process of promotion is completed in a systematic manner following the guidelines underlined by the UGC and the Government of West Bengal. The College authority, including the Governing Body, Principal, and IQAC, conducts systematic evaluations of teaching and nonteaching staff performances and achievements for promotions, following guidelines from the UGC and DPI of the

Education Department, Government of West Bengal. After seeking the panels from the University of Calcutta and DPI of the Education Department, Government of West Bengal , the interviews are conducted as per the guidelines of Career Advancement Scheme notified by the UGC.

B. Non-Teaching Staff: The institution follows the rules and guidelines issued by the Government of West Bengal.

File Description	Documents
Paste link for additional information	https://www.raidighicollege.in/doc/IQAC%20MEETING%20MINUTES%20with%20Action%20Taken%20Report%202023-2024.pdf
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

Raidighi College adheres to a rigorous financial management framework, ensuring transparency and accountability in its financial dealings. To achieve this, the college conducts regular internal and external financial audits. These comprehensive audits meticulously enumerate the various internal and external financial initiatives undertaken by the college throughout the year.

The financial matters of Raidighi College are broadly categorized into three distinct segments. Firstly, salary-related expenses encompass the remuneration and benefits extended to the faculty and staff members. This includes salaries, allowances, and other employee benefits.

Secondly, maintenance-related expenses pertain to the upkeep and preservation of the college's infrastructure, including buildings, equipment, and utilities. This also covers routine repairs, renovations, and replacement of assets.

Lastly, augmentation-related financial burdens involve expenditures aimed at enhancing the college's resources, infrastructure, and services. This may include investments in new technology, expansion of facilities, and introduction of new academic programs.

By maintaining a clear distinction among these three categories of expenses, Raidighi College ensures that its financial resources are allocated efficiently, effectively, and in a manner that supports its mission and objectives. The regular audits provide an additional layer of oversight, guaranteeing that the college's financial management practices are robust, transparent, and compliant with regulatory requirements.

The external audits are conducted by a designated auditor deputed by the Government, ensuring an objective and impartial assessment of the college's financial dealings. In contrast, the internal audits are carried out by the college itself, driven by a self-motivated commitment to financial transparency and accountability.

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

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

Raidighi College employs a structured approach to financial management, focusing on effective fund mobilization and resource utilization. The college's financial planning is centered around three primary categories: salary-related expenses, maintenance-related expenditures, and augmentation/upgradation initiatives.

Annually, the college assesses its financial requirements for each of these categories. The major salary component is funded by Government sources, ensuring that faculty and staff remuneration is adequately covered. Maintenance-related expenses, such as infrastructure upkeep and utility costs, are primarily met through tuition fees collected from students. A portion of these tuition fees is also contributed to the Government. Salary-related expenses encompass remuneration, benefits, and training for faculty and staff. Maintenance-related expenditures cover the upkeep of infrastructure, utilities, and equipment.

After allocating funds for these essential expenses, the college's finance committee evaluates the remaining resources to identify opportunities for upgradation or augmentation. This strategic approach enables the college to prioritize its financial investments, ensuring that resources are utilized efficiently and effectively.

The finance committee plays a pivotal role in allocating funds for upgradation or augmentation initiatives, such as investing in new technology, expanding infrastructure, or introducing innovative academic programs. By adopting a structured and proactive approach to financial planning, Raidighi College is able to optimize its resources, achieve its objectives, and maintain a strong financial foundation. This enables the college to provide a conducive learning environment and deliver high-quality education to its students.

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

The primary aim of IQAC is to promote measures for institutional functioning towards quality enhancement through internalization of the quality circle and institutionalization of best practices.

In the academic year 2023-2024, IQAC has taken several initiatives to develop quality benchmarks for various academic and administrative activities of the institution:

1. Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes;

2. Organization workshops, seminars on quality related themes and promotion of quality circles

3. Documentation of the various programmes/activities leading to quality improvement

4. Successfully organized several workshops and interactions at micro to meso levels, featuring eminent experts such as District and State Mentors of NAAC, both internally and externally.

5. Supported the modernization and implementation of new modalities in the College Library. The College Library introduced an online catalog system for the benefit of both students and teachers

6. Development of Quality Culture in the institution that spreaded towards surrounding communities to develop socio-economic and cultural environments of the locality.

7. IQAC has realized that collaborations with other institutes is very important for enhancing the quality of the institution. It signed MoU with several institutions and organizations.

8. supported all environmental awareness and community plantation programs, including block-level preparation of People's Biodiversity Register, as a collaborative effort with government documentation.

As regular practices, IQAC prepares, evaluates and recommends

(a) Annual Quality Assurance Report (AQAR)

(b) Self-Study Reports of various accreditation bodies (ISO 9001, UGC 12b, NAAC, NIRF)

(c) Performance Based Appraisal System (PBAS) for Career Advancement Scheme (CAS)

(d) Action Taken Reports

File Description	Documents
Paste link for additional information	https://www.raidighicollege.in/mou.html
Upload any additional information	View File

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

- **In the academic year 2023-2024, IQAC planned to enhance traditional academic and administrative structures on campus, fostering a symbiotic educational ecosystem.**
- **Following the advice of the IQAC, certain senior members of the Governing Body and Academic Committee convened in a joint meeting in September 2023 and again in April 2024. It was decided that classroom teaching accompanied by Continuous Internal Evaluation (CIE) in various documented formats would prove beneficial for overall academic achievement. Merely enforcing strict attendance monitoring for teachers or students is not a definitive solution to uncertainties such as dropout rates, academic weaknesses, or the restoration of the academic atmosphere post prolonged lockdowns**
- **The modernization of the library was initiated following the report of an Expert Committee composed of three members who visited on September 16, 2022. The committee was chaired by Prof. Sabuj Kumar Chaudhuri, Head of the Department of Library and Information Science (DLIS) at the University of Calcutta. On April 24, 2024, the College Library introduced an online catalog system for the benefit of both students and teachers. Another significant initiative of this session was the introduction of revised late fine fees for teaching and non-teaching staff, along with a more disciplined code of conduct for library users. Additionally, the library sub-committee observed World Book and Copyright Day on April 23, 2024.**
- **Organized orientation and preparation for the newly introduced 4-year degree course program and its associated scope as per NEP.**
- **Faculty exchanges, seminars on syllabus topics, college visits, and educational excursions supported by IQAC have been long standing practices at our college.**

File Description	Documents
Paste link for additional information	https://www.raidighicollege.in/doc/IQAC%20MEETING%20MINUTES%20with%20Action%20Taken%20Report%202023-2024.pdf
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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.raidighicollege.in/iqac24.html
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

1. Curricular Integration of Gender Issues:

- **In the UG syllabi, the gender-based topics are emphasised as per Calcutta University. Cross-cutting issues pertaining to gender are already part of the curriculum.**

2. Health Initiatives and Infrastructural Facilities for Women in Campus and outside:

- **Installation of CCTV cameras at strategic points across the campus has guaranteed better security for the girl students.**
- **A well-furnished common room for female students with modern amenities is present in the college.**
- **The girls' hostel named 'Nivedita Bhavan' cater specifically to the needs of female students who reside here with round the clock security. It has a capacity for 102 boarders.**
- **The installation of sanitary napkin vending machines and additional Pink Toilet enhance convenience and accessibility for female students' sanitation and hygiene.**

3. Equal Opportunities and Women-Centric Programmes:

- **The college maintains gender equity in admission to the co-educational system. In fact, for the last few years, admission of the female students has increased considerably and now, they are leading the ratio.**
- **Active celebration of Women's Day(24.03.2024) and Women's Week with seminars, talks, and sensitization programme.**
- **Fostering awareness about women's achievements and challenges.**
- **The college received the Kanyashree award in 2023 for providing the third-highest number of female students who received the Kanyashree scholarship.**

4. Cultural and Awareness Programmes:

- **The ICC and the Anti-Ragging Subcommittee continue to spread awareness against sexual harassment through posters, slogans and campaigns. Vishakha Guideline has been put on display to spread awareness.**

File Description	Documents
Annual gender sensitization action plan	https://www.raidighicollege.in/doc/Gender%20 Sensitization.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy

C. Any 2 of the above

Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

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

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

Raidighi College is situated in Raidighi Abad Mouza, within the Mathurapur Block 2 of South 24 Parganas district, which is characterized as a socio-economically disadvantaged area with limited civic amenities and waste management infrastructure. To address these challenges, the college has implemented several initiatives. On campus, waste bins are provided for segregating biodegradable and non-biodegradable waste, and our Green Club actively supportshygienic waste disposal and sanitation practices.

Waste disposal, including e-waste, was systematically managed within the college and hostel premises. The Green Club, in collaboration with the Human Wave NGO, a respected eco-friendly organization, has been instrumental in nurturing students on the importance of disciplined waste management practices. Together, they have successfully organized professional disposal and utilization of e-waste, contributing to a sustainable and healthy campus environment. This collaborative effort underscores our commitment to maintaining a clean, safe, and eco-friendly campus and its surroundings for the benefit of all stakeholders.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore   **B. Any 3 of the above**

well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
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: **A. Any 4 or All of the above**

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**

File Description	Documents
Geo tagged photos / videos of the facilities	<u>View File</u>
Any other relevant documents	<u>View File</u>

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 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities   **A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
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   **C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	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 took various initiatives, efforts in providing an inclusive environment through various activities in the form of celebration of National and International days, Commemorative days, National Festivals, NSS activities, etc.

Functions like NABIN BARAN for freshly/newly admitted students with induction and orientation program is a regular practice for all the departments of the college. It provides a platform for interaction between current students and freshly admitted students. This activity helps the freshly admitted students to learn the heritage and image of the institution. Also, events like GURU PRANAM, organised on the occasion of the Teachers' Day, brings together the teachers and the students towards an informal and warm interaction.

Celebration of Birth anniversary of the Great Poet Rabindranath Thakur as KAVI PRANAM creates an environment to learn about Rabindranath and his contribution in maintaining harmony in the society. This year, the foundation day of the college was celebrated together, with KAVI PRANAM -- thus engaging a greater crowd into an inclusive ambience.

Other Community Awareness Programmes like 'World Ozone Day', 'National Nutrition Week', 'Community Awareness Programme on Biofuels' and others, organised by different departments and cells of the college, mostly in collaboration with IQAC, have made our progress towards an inclusive environment a success.

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

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

Raidighi College, situated in a rural area with limited exposure to civic movements, prioritizes community sensitization and awareness campaigns through its Institutional Quality Assurance Cell (IQAC) and various academic departments. These initiatives aim to educate students and the community about citizens' rights and civic responsibilities. Here are some notable programs and observations conducted during the academic year 2023-24: 1. Observation of National Voters Day by the Department of Political Science and IQAC on January 22, 2024, emphasizing the importance of voting and democratic participation. 2. Observation of Minority Rights Day by the Minority Welfare Cell and IQAC on December 22, 2023, focusing on the rights and empowerment of minority communities. 3. Caste Sensitization Programme organised on January 22, 2024, which stands

as an important contribution to the community. 4. Independence Day celebrations by the College authority on August 15, 2023, took place, aligned with UGC guidelines. 5. Observations of International Women's Day, on March 8, 2024. Also, on October 16 2023. International Day of Girl Child was observed.

These programs underscore Raidighi College's commitment to fostering civic awareness and empowering students and the community with knowledge about their rights and duties as citizens of India. For detailed description of various events, please visit:http://www.raidighicollege.in/College%20Events.html

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
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. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

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

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

1. Programmes commemorating International Day of the Girl Child (16.10.2023), International Women's Day (14.03.2024) during the academic year.

2. TALASH -- the magazine of Minority Welfare Cell was published (16.05.2024) with significant contributions.

3. Festivals such as Saraswati Puja was organised by the students.

4. Environmentally conscious programmes were organised throughout the year, like 'World Ozone Day' (16.09.2023), 'Sundarban Divas' (11.12.2023), 'National Pollution Control Day' (02.12.2023), 'Environment Day' (15.06.2024), 'Day of Biodiversity' (22.05.2024).

For detailed description of various events, please visit:http://www.raidighicollege.in/College%20Events.html

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

7.2 - Best Practices

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

Best Practice 1: Environmental Initiatives – Protecting the Fragile Ecosystem of the Sundarbans

1. Title of the Practice: "Environmental Conservation in the Sundarbans: Awareness, Action, and Sustainability"

2. The Practice: The college conducted a series of environment-focused programs:

- **World Ozone Day (16.09.23) raised awareness about ozone depletion and sustainable practices.**
- **National Pollution Control Day (2.12.23) educated students on pollution hazards and mitigation strategies.**

- Sundarban Divas (11.12.23), hosted by the college in collaboration with the Government of West Bengal, emphasized the Sundarbans' ecological significance.
- Community Awareness on Bio-Fuel promoted sustainable alternatives to conventional fuel sources.
- National Wetland Day (2.2.24) and Day of Biodiversity (22.5.24) focused on wetland preservation and biodiversity conservation.
- Environment Day (15.6.24) marked the culmination of these initiatives, reinforcing the message of sustainability.

Best Practice 2: Taking Equality from Page to Practice

1. Title of the Practice: "Expanding the Scope of Equality: From Gender to Social Inclusion"

2. The Practice: Throughout the year, the college organized the following programs:

- International Day of the Girl Child (16.10.23), emphasizing the importance of female education and leadership.
- Minority Rights Day (22.12.23), advocating for the rights and representation of religious and ethnic minorities.
- Caste Sensitization Programme (22.1.24), fostering discussions on caste-based discrimination and equality in higher education.
- International Women's Day (8.3.24), celebrating women's achievements and discussing continued challenges in gender parity.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

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

Raidighi College has always stood out for its sensitivity and inclusiveness, extending beyond its immediate stakeholders to embrace the larger community. The institution takes pride in fostering an atmosphere where inclusivity is not just a principle but an integral part of its functioning.

This session, the college continued its commitment to inclusiveness through various initiatives. A key example is the organization of National and International Day celebrations, NSS activities, and community awareness programs that engaged students, faculty, and the neighborhood community. Events like Nabin Baran, an induction and orientation program for newly admitted students, provided a structured interaction platform between senior and junior students, helping newcomers assimilate into the college's academic and cultural fabric. Similarly, Guru Pranam, held on Teachers' Day, fostered informal yet meaningful interaction between students and faculty, strengthening the bond of respect and guidance.

Community awareness programs such as World Ozone Day, National Nutrition Week, and Community Awareness Programme on Biofuels, organized by various departments in collaboration with the IQAC, further reinforced the college's mission of social engagement and responsibility. The regular activities of NSS were also instrumental in nurturing sensitivity and inclusivity among students, encouraging them to actively participate in community service and social awareness campaigns.

Through these initiatives, Raidighi College continues to strengthen its legacy as an institution that not only imparts education but also shapes socially responsible and inclusive individuals.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college offers student orientation programs to ensure strict adherence to the curriculum. At the start of both odd and even semesters, the Principal issues a class commencement notification in alignment with the college's academic calendar and university announcements. The academic council subcommittee prepares the master schedule and distributes it to departments for the development of departmental routines.

Various teaching methods are employed, including traditional chalk-and-talk, student seminars, participatory learning, expert lectures, and group discussions. The curriculum is delivered throughout the academic session while considering the needs of both slow and advanced learners. These needs are determined based on students' learning levels, as indicated by formative assessments.

According to UGC guidelines, remedial lessons are offered and included into the timetable. The library resources are a great addition to the in-class lectures.The course material was also given online using platforms and applications including MOODLE LMS, Google Classroom and Meet, Youtube streaming, and others.Teachers base their lesson plans on the number of lectures each topic in the university programme is allotted. Students are informed about the lesson plan, course curriculum, course outcomes, and manner of curriculum implementation through orientation programmes. As part of the practical lessons, fieldwork, and project work for the life science themes, students were encouraged to examine species in their gardens and other nearby sites. The institution periodically hosts seminars by the teachers of various disciplines to spread knowledge across all subjects.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	https://www.raidighicollege.in/Academic%20Calendar.html

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

The academic calendar of the institution is based on the master calendar of its affiliated university, the University of Calcutta. The institution follows both central and departmental timetables that are clearly outlined.

The graded Internal Examination System, aligned with the Choice-Based Credit System (CBCS), includes Internal Assessment Tests, Tutorials, and Practicals. University examinations are conducted twice a year under the CBCS system, categorized as ODD and EVEN Semester Examinations, with schedules displayed on the institution's website. Each core course, skill-enhancement course, and discipline-specific course includes an internal evaluation component worth 10 marks, conducted centrally.

To support advanced learners, regular tutorial sessions provide higher-level knowledge, while faculty members conduct remedial programs for students needing additional support. Departmental student seminars are organized to enhance presentation skills. Continuous Internal Evaluation (CIE) is carried out through various methods, including class tests and home assignments. Additionally, fieldwork is mandatory for students of Botany, Geography, Microbiology, and Zoology.

File Description	Documents
Upload relevant supporting documents	[View File]()
Link for Additional information	https://acrobat.adobe.com/id/urn:aaid:sc:AP:9d7aeacd-537f-411d-8e0a-8d6677d8d480

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the	**B. Any 3 of the above**

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

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

1.2 - Academic Flexibility

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

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

16

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

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

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

7

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

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

198

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

198

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

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

The course curriculum is made up of a number of courses that incorporate universally applicable topics including professional ethics, gender, human values, the environment, and sustainability.

In semester II, the ability-enhancement requirement subject "Environmental Sciences" is made available to all UG students. The departments of Botany, Geography, Microbiology, and Food and Nutrition provide courses that address a variety of environmental topics, including waste management, environmentally friendly synthesis alternatives, pollution control techniques, energy conservation, biodiversity preservation, threats to and management of wetlands, organic farming, soil remediation, water conservation, climate change, conservation genetics, environment and public health, etc.

The departments of Bengali, English , History, Philosophy,
Political Science, and Sanskrit offer courses pertinent to the
worth of the natural world, women's empowerment, human values,
gender concerns, and the instillation of moral principles in
students through professional ethics. For example, the curriculum
for Semester - 5 (Honours) in English department has a paper on
Women's Writing -- crosscutting the issue of gender.

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	View File

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

`10`

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

`172`

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	View File
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**

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.raidighicollege.in/doc/Stakeholder's.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2948

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

744

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

2.2 - Catering to Student Diversity

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

Raidighi College is committed to catering to the diverse learning needs of students by assessing their academic levels and organizing tailored programs for both advanced and slow learners.

The institution conducts periodic evaluations to identify students' learning capabilities, including screening tests, classroom interactions, and faculty assessments. Based on these evaluations, special initiatives are introduced:

- For Advanced Learners: The college provides enrichment opportunities such as research-oriented initiatives, faculty exchange programs, internships, workshops and seminar participation to enhance academic excellence. Additionally, departmental learning platforms featuring YouTube lectures and digital resources, expert-led sessions through collaborative programs, and access to external study materials further support their learning. Field visits and educational tours offer hands-on experience and practical insights, fostering a deeper understanding of their subjects.

- **For Slow Learners: Remedial classes, mentorship sessions, and hands-on laboratory activities help strengthen foundational knowledge and boost confidence. Hands-on training with assignments ensures skill development, while expert lectures and guided study materials support concept clarity.**

These initiatives reflect Raidighi College's dedication to inclusive education, ensuring that all students receive the necessary support to reach their full academic potential.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
3348	**63**

File Description	Documents
Any additional information	**No File Uploaded**

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

Raidighi College actively employs experiential learning, participative learning, and problem-solving methodologies to enhance students' academic experiences. Field excursions organized by the Geography, History, Botany, and Zoology departments provide hands-on exposure; while internships, community outreach programs and industrial visits in streams like Food and Nutrition, chemistry and Microbiology bridge classroom learning with real-world applications.The Department of English, too, offers a DSE-paper on Media and Communication Studies which focus on hands-on exposure leading to experiential learning.

The Faculty Exchange Programs like the program organised between Raidighi College and South Calcutta Girls' College fostered

intellectual exchange, exposing students to diverse teaching styles and fresh perspectives. Interdisciplinary sessions, mock parliament debates, and collaborative scientific discussions encourage critical thinking and broaden knowledge beyond individual subjects.

Innovative assessment methods, such as open-book surprise tests and tutorial classes, help evaluate academic progress effectively. Student seminars, workshops, and cinema screenings refine communication skills and promote holistic personality development. Events like the Acharya Jagadish Chandra Bose Memorial Lecture, led by esteemed scientists, ignite curiosity and inspire research-driven learning.

Additionally, platforms like wall magazines, the college magazine Srijani, and various sports and cultural events provide creative outlets and foster teamwork. Through these dynamic learning approaches, Raidighi College ensures a stimulating and engaging academic journey for its students.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.raidighicollege.in/College%20Events.html

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

Raidighi College has adopted ICT-enabled tools to enhance the teaching-learning process, integrating traditional methods with modern technologies. Platforms like Google Classroom, Moodle, MS Teams, and Zoom support virtual discussions, assignment submissions, and academic collaboration. The college boasts 100 desktops, 12 laptops, 12 overhead projectors, and 2 mobile projectors, complemented by 30 ICT-equipped classrooms with multimedia content, smartboards, and projectors for interactive learning.

High-speed internet (400 Mbps and 300 Mbps), wireless networking, and a secured Wi-Fi-enabled campus provide students and faculty access to e-books, online platforms, and digital resources. Virtual labs and simulations offer hands-on experiences in science and technology, while Open Educational Resources (OERs)

like NPTEL and SWAYAM, and a KOHA-based digital library, support
academic growth. Cloud-based storage ensures easy access to
materials, and AI-powered educational tools foster innovation.

E-content development, including recorded lectures, enhances
student learning. Communication through email, Telegram, and
WhatsApp ensures timely updates and discussions beyond the
classroom. The Central Computational Laboratory and the digital
library catalogue system improve resource accessibility and
digital competencies. These efforts aim to bridge the digital
divide in a rural setting, empowering students with modern
educational tools and enriching their academic experience.

File Description	Documents
Upload any additional information	[View File](#)
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

63

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

2.4 - Teacher Profile and Quality

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

63

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	*View File*
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

17

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

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

2.4.3.1 - Total experience of full-time teachers

694

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	*View File*

2.5 - Evaluation Process and Reforms

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

Raidighi College strictly follows the University of Calcutta's examination system without any modifications. The examination process is designed to ensure transparency, adherence to university standards, and effective student assessment under the Choice Based Credit System (CBCS) and Curriculum and Credit Framework (CCF).

To oversee in-campus examinations, the college has established an Internal Assessment, Tutorials, and Practical Examination Committee, which functions under university guidelines. Departments conduct Internal Assessments, Tutorials, and Practicals/Projects according to schedules set by the College Internal Examination Committee. Teachers upload all the marks of Internal Assessments, including Tutorials and Practicals, to the university portal.

All official examination notices are first published in the University of Calcutta's examination portal and announcement section. Following this, they are communicated through the college website and student groups to ensure timely updates for students.

The examination system includes preparing and administering question papers within designated time frames. In cases requiring clarification, the college liaises with the University Examination Controller Section to ensure the smooth conduct of examinations.

By maintaining a structured and well-regulated examination process, Raidighi College ensures a fair and efficient evaluation system for students while strictly adhering to the policies set by the University of Calcutta.

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

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

Raidighi College is dedicated to upholding the integrity of its examination process, ensuring transparency, efficiency, and a structured approach to resolving any grievances. Initially, students are advised to address their concerns through the Head

of the respective department, who works to provide prompt resolutions. To further support students, the college has a Grievance Redressal Cell, which is overseen by the College Principal and adheres to UGC guidelines. This subcommittee addresses significant grievances, with the Controller of Examinations at the University of Calcutta holding the final authority over university-approved examinations.

Most examination-related complaints typically arise during external examinations or after university results are released. The college administration swiftly resolves any issues related to external examination centres, while the Office and Results Committee focuses on addressing any discrepancies or technical issues once the results are published.

Students have expressed confidence in the support provided by the Office Head Clerk and Computational Support in Charge, who ensure that all examination grievances are resolved in a timely and effective manner. This proactive and transparent system highlights the college's commitment to maintaining a fair and just examination process and ensuring that students are treated equitably throughout their academic journey.

File Description	Documents
Any additional information	[View File](#)
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.

Being an affiliated college under the University of Calcutta, Raidighi College does not hold any authority in laying down or evaluating the POs and COs in definitive terms. The Board of Studies for different subjects prepare the curriculum as per their understanding of POs & COs, and direct the affiliated colleges to act accordingly.

The University of Calcutta introduced the CCF for undergraduate programs in the 2023-2024 academic session, aligning with the National Education Policy (NEP) 2020. This framework offers a flexible structure, enabling students to choose courses, switch majors, and opt for early exits. It supports academic mobility

and personalized education, fostering career readiness.

Faculty collaborated with the University's Board of Studies to design program structures, define objectives, and establish assessment methods, ensuring short-term and long-term academic progression. Workshops, departmental lectures, and orientation programs were conducted to familiarize faculty and students with the new framework. An orientation conclave emphasized course outcomes and academic appraisals.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Being an affiliated college under the University of Calcutta, Raidighi College does not hold any authority in laying down or evaluating the POs and COs in definitive terms. The Board of Studies for different subjects prepare the curriculum as per their understanding of POs & COs, and direct the affiliated colleges to act accordingly. However, Raidighi College ensures the evaluation of program and course outcomes under the supervision of the University of Calcutta, followinga student-centric and transparent assessment process to uphold the quality and integrity of its teaching-learning practices.

The 2023-24 academic session was a transition period, with the coexistence of the Choice-Based Credit System (CBCS) and the Curriculum and Credit Framework (CCF). CBCS allowed students the flexibility to choose interdisciplinary courses, promoting diverse learning approaches. Concurrently, the CCF, aligned with national education policies, emphasized holistic development, skill enhancement, and academic flexibility. Together, these frameworks catered to varied learner needs and ensured a seamless adaptation to changing academic landscapes.

Student evaluations combined internal and external methods. Internal assessments included project work, mock tests, and classroom presentations, providing a comprehensive understanding of students' progress. Mid-semester formative assessments offered

timely feedback for improvement, while terminal summative assessments conducted by the university provided standardized outcome evaluation.

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

163

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

2.7 - Student Satisfaction Survey

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

https://www.raidighicollege.in/doc/SSS-1.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

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**

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

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

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**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

18

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

3.2 - 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

17

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

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

9

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	<u>View File</u>

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

In the academic year 2023-24, Raidighi College conducted a series of impactful extension activities aimed at empowering the neighborhood community and sensitizing students to critical social and environmental issues. These initiatives, aligned with the college's focus on social awareness, holistic education, environmental stewardship, and healthcare, fostered meaningful community engagement and student development.

Social Awareness and Community Empowerment Events like the International Day of the Girl Child (16.10.23), Minority Rights Day (22.12.23), Caste Sensitization Programme (22.1.24), and National Voters' Day (25.1.24) promoted inclusivity, equality,

and civic responsibility. The International Women's Day celebration (8.3.24) empowered participants through discussions on gender equity and women's rights.

Improvement in Holistic Education The college enhanced students' learning experiences through events like the Seminar on Research Methodology (5.12.23), industrial visits organized by various departments, and the State-Level Webinar on Childhood Cancer (10.11.23). These initiatives aimed to bridge theoretical knowledge with practical application and societal relevance.

Environmental Initiatives Key events such as World Ozone Day (16.9.23), National Pollution Control Day (2.12.23), National Wetland Day (2.2.24), Day of Biodiversity (22.5.24), and Environment Day (15.6.24) raised awareness about environmental conservation. The Sundarban Divas (11.12.23) highlighted the ecological significance of the Sundarbans.

Healthcare Initiatives Activities such as the National Nutrition Week (15.9.23), Anti-Microbial Awareness Programme (24.11.23), and Community Awareness on Bio Fuel promoted better health practices and sustainable living.

These activities exemplify Raidighi College's commitment to holistic development, fostering socially conscious, environmentally aware, and responsible individuals.

File Description	Documents
Paste link for additional information	https://www.raidighicollege.in/College%20Events.html
Upload any additional information	View File

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

01

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

21

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

21

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

3.4 - 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

14

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	<u>View File</u>
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

14

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	<u>View File</u>

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 comprises two main buildings: AJC Bose Bhawan and Swami Vivekananda Bhawan, housing 32 classrooms to support 16 undergraduate courses. Most classrooms are equipped with fixed projectors for ICT-enabled teaching, with portable projectors available for use in both buildings. Departments such as Physics, Microbiology, Food & Nutrition, Chemistry, Zoology, Botany,

Mathematics, and Geography have dedicated laboratories with specialized equipment and specimen collections.

The Physics Department features Optical, Electrical & Electronics, Thermal, and General Labs. The Geography Department offers three labs: a Computer/Software Training Geoinformatics Lab for GIS software like Quantum GIS, a Soil-Analysis Lab, a Map Laboratory for topographical and satellite imagery, and an Open Field Instrument-training lab with tools like prismatic compasses and auto-levels.

The Central Computer Laboratory hosts 22 desktops, a laptop, and modern software, including an LCD projector. The college provides a Learning Management System (LMS) and a Language Lab with Orell Talk Smart Version, accommodating up to 500 users. A well-equipped Geoinformatics Lab with 16 terminals is available for Geography students and staff.

To ensure uninterrupted learning, the college has a diesel and green generator set, a 20KV solar panel, and a dedicated transformer. A fully functional girls' hostel is located nearby, and the campus offers a centralized, continually upgraded Wi-Fi system. The automated central library is well-stocked to meet academic needs.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://raidighicollege.org/naac_dvv/assets/naac_document/4_1_1_Physical_facilities_naac_dvv2.pdf

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

The institution has recently established a Student Activity Centre for physical exercise, yoga, and related activities, equipped with training gear. Regular yoga sessions are conducted with external trainers. The college also hosts cultural programs, notably on Teachers' Day, 5th September. During the pandemic, departments encouraged student participation in cultural activities through online events. Departments like Geography and

Education have launched websites to highlight student achievements.

Annual sports events for students and staff are held at the college ground, fostering a spirit of competition and camaraderie. Departments publish wall magazines featuring student contributions on various topics. The Students' Union organizes Freshers' Welcome and other cultural events, usually on campus. A calendar of extracurricular activities helps coordinate these events effectively.

Ensuring health and hygiene, the college has renovated washrooms, including facilities for the disabled, maintained by housekeeping staff. A functional gymnasium (20ft x 25ft) on the ground floor of Swami Vivekananda Bhawan is equipped with various machines such as Leg Press, Chin-Up, Butterfly, Sit-Up Bench, Biceps Curl, Wrist Curl, Shoulder Press cum Chest Press, and more, supporting a comprehensive fitness regimen for students and staff.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.raidighicollege.in/SSS.html

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

20

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

20

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://raidighicollege.org/naac_dvv/assets/naac_document/4_1_1_Physical_facilities_naac_dvv2.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

46.62380

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The college utilizes KOHA ILMS (version 22.11.17.000 Rosalie) on an Ubuntu/Debian cloud server for its library management system. This setup provides 24/7/365 hosting, customization of the Staff Client and Web-OPAC, email alerts, server maintenance, remote support, and annual updates, including the migration from a local server to the cloud. Automation began in the 2015-2016 academic year.

The Central Library, located on the ground floor of AJC Bose Bhawan, covers 1350 sq ft and offers a closed-access collection of around 17,000 volumes. The library continually evaluates its stock, employing regular weeding and procurement practices. The transition to KOHA ILMS began with version 3.18.03 and has since been upgraded to version 22.11.17.000 Rosalie, ensuring full automation and 99.9% uptime with a 24/7 web OPAC search facility.

The library also subscribes to N-LIST services, providing faculty and advanced students access to a wealth of e-books and journals. Internet facilities are available through LAN and Wi-Fi on five LAN-connected desktops, allowing access to subscribed resources. The library offers services such as new arrivals displays, career guidance books, user awareness programs, and reading room access. It organizes annual orientation programs for first-year students and maintains close contact with academic departments. The web-centric OPAC can be accessed at https://rdcl.blacal.in/.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://rdcl.blacal.in/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**B. Any 3 of the above**

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

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

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

1.75603

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

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

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

13

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

Raidighi College consistently enhances its IT facilities to support students and streamline administrative tasks. Since 2016, the campus has had internet services from Alliance Broadband Services Pvt. Ltd. (IP: 10.15.21.153), providing LAN and Wi-Fi across the institution. In 2024, network connectivity was upgraded with broadband speeds of 100 MBPS for official use and 400 MBPS for student academics, provided by M/s Misti TV Network. The college recently added new computers and installed eight projectors, with plans to further expand ICT-based classrooms. The campus now features 15 Wi-Fi access points with 400 MBPS bandwidth, ensuring all departments have Wi-Fi and laptops to support digital initiatives.

The college operates 83 desktops/PCs with UPS and 14 printers, all internet-connected via LAN or Wi-Fi. Customized online portals support various tasks, including admissions, fee collection, and feedback. Software such as CAS 10.0 and Tally Prime aid in admission and accounts management, respectively. The college's G-Suite account and Learning Management System (LMS) provide e-resources for students. CCTV surveillance covers the entire campus, monitored from the Principal's room, with footage stored for 15 days.

The central library is fully automated with KOHA software (version 22.11.17.000 Rosalie) and ILMS/OPAC. Regularly used administrative portals include AISHE, Banglar Uchcha Shiksha, CUEXAM, WBIFMS/HRMS, WBHS, and West Bengal e-Tender. The college continually upgrades its digital infrastructure to better serve students, faculty, and staff.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://www.raidighicollege.in/doc/ICT_MeetingsMinutes&Policy.pdf

4.3.2 - Number of Computers

100

File Description	Documents
Upload any additional information	[View File]()
Student – computer ratio	[View File]()

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	[View File]()
Details of available bandwidth of internet connection in the Institution	[View File]()

4.4 - Maintenance of Campus Infrastructure

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

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

64.13993

File Description	Documents
Upload any additional information	[View File](#)
Audited statements of accounts.	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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

Raidighi College has implemented comprehensive systems and procedures to maintain and utilize its physical, academic, and support facilities effectively. Various statutory and nonstatutory sub-committees oversee these facilities, ensuring regular maintenance of electrical, plumbing, sanitary, and carpentry works. Guided by the institute's leadership and governing body, these committees promptly address issues and incorporate valuable suggestions for improvement.

Infrastructure enhancements, such as a dedicated transformer and Rooftop Solar Power Grid, effectively mitigate power cuts and voltage fluctuations. Essential appliances like air-conditioners, water purifiers, and CCTV surveillance systems undergo regular maintenance to ensure optimal functionality. Departments maintain detailed stock books for equipment and materials, while laboratory instruments are carefully used and monitored in accordance with product manuals.

Sensitive laboratory instruments are protected from voltage fluctuations using UPS, Online UPS, Inverters, and Voltage Stabilizers. The library, supported by INFLIBNET, is undergoing automation to enhance operational efficiency. Renovation and modernization efforts extend to administrative areas, including the Principal's Chamber and main office room, accompanied by electrical upgrades. These systematic procedures uphold the functionality and utilization of facilities, creating an environment conducive to academic excellence.

File Description	Documents
Upload any additional information	<u>View File</u>
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

1898

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
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)	<u>View File</u>

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

0

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)	**No File Uploaded**

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	**A. All of the above**

File Description	Documents
Link to institutional website	https://www.raidighicollege.in/College%20Events.html
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

324

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

324

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

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

01

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

35

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

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

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations

(eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
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.

1

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

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

Raidighi College prioritizes student representation and engagementin administrative, co-curricular, and extracurricular activities,fostering a vibrant campus community.The institution organized various cultural,sports, and social activities throughout the 2023-24session.

Students actively participate in sub-committees and special cellslike the Green Club, Minority Cell, and NSS, organizing events andwelfare services alongside teachers. The institution

annuallyobserves Students' Week, facilitating student engagement with government welfare schemes.

Student volunteers and participants in activities of NSS, GreenClub, Yoga, Fit India, and Sports Coordination Cell received recognition through awards presented by respective authorities. TheTeachers' Council regularly selects students for representation innon-statutory sub-committees.

Although the session did not include a Students' Council due togovernment policy suspending annual elections, students remain involved in initiatives contributingto social responsibilities. This inclusive approach ensures students' voices are heard and their participation valued in shaping the college community.

File Description	Documents
Paste link for additional information	https://www.raidighicollege.in/College%20Events.html
Upload any additional information	No File Uploaded

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

44

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

5.4 - Alumni Engagement

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

The Alumni Association of Raidighi College is a registered association (West Bengal ACT, XXVI of 1961, Reg No – S0036501) that contributes significantly to the development of the institution. Alumni Association is the mirror of the college, reflecting the professional and personal achievement of the students.

Vision: Aims to create a beneficial bond between present students and alumni.

Some of the salient activities of the Alumni Association are:

A. Student-Centric Programmes and Support System:

- One of the primary objectives of the Alumni Association is to contribute significantly to thewelfare and growth of current students.
- To achieve this, the association has resolved to organize a series ofStudent-Centric programs as part of the Students' Support Systemof the college.
- These programs aim to provideguidance, mentorship, and additional resourcesto students, ensuring a holistic educational experience.
- During the Covid period, manymedical support serviceswere implemented by the alumni.

B. Promising Responses and Future Prospects:

- The positive responses received from both students and alumni indicate thesuccess and effectivenessof the Alumni Association's initiatives.
- The active involvement of former students in supporting the educational journey of current students has created asupportive and nurturing environmentwithin the college community.
- In future, we are planning to organise a fewBook-Drive programmeson part of the alumni, that would certainly be beneficial for the students.
- Already a similar programme titled'Pustak-Daan'has been organised on05.09.2023.

Looking ahead, the Alumni Association of Raidighi College remains committed to expanding its reach and impact. It is currently

undergoing a restructuring and reformation.

File Description	Documents
Paste link for additional information	https://www.raidighicollege.in/Alumni-Association.html
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

VISION:

- **To offer quality education to under-privileged youths of rural Sundarbans**

- **Make students well-versed in subject matters.**

- **Inculcate 21st century skills making students job-ready, self-sufficient.**

- **Character-building through cultural, social, ecological commitments.**

MISSION:

To realize the above visions, our missions are to:

- **Have an effective road map that always remains relevant to ever-evolving dynamics of Higher Education scenario, society.**

- **Promote contemporary, ICT-enabled teaching methods**

augmenting student competency.

- **Provide adequate infrastructure, necessary resources, conducive academic environment, favoring comprehensive cognitive growth.**

- **Promote capacity building, skill enhancement, professional ethics to promote employability**

- **Create a culturally sensitive, inclusive milieu, with participation in community services.**

- **Inculcate climate literacy, gender sensitization**

- **Promote traditional Indian knowledge, philosophy, culture and their relevance in current times.**

Governance and Leadership:

The teaching and non-teaching staffs of the institution are highly encouraging in participation of different institutional activities, IQAC, Academic Council, Teachers' Council etc.

Faculty Administrative Powers:

- **The institution encourages faculty members to participate and lead various academic and administrative role to deliver quality education for our students**

- **All faculty members are part of Teachers' Council headed by the Principal.**

- **Faculty council is responsible to take and implement those decisions taken by Academic Council and IQAC.**

File Description	Documents
Paste link for additional information	https://www.raidighicollege.in/index.aspx
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.

Raidighi College has more than 15 committees to ensure the smooth running of the college. This includes Academy, Cultural, Equal opportunity, Development etc. Conveners and members of these committees help the Principal and report to him if needed. Financial concern or liability of the committees have to be discussed with the Bursar and principle on priority basis.

- The Financial Committee managesthe institution's financial resources and ensuresthat financial practices align with the institution's overall goals. It maintainsfinancial stability, transparency, and accountability while supporting the college's educational and operational objectives like budget planning, planning of infrastructure and capital development, advising on Financial Policies etc.

- The Purchase Committee managesthe procurement process, ensuring that the institution acquires goods, services, and resources in a cost-effective, transparent, and efficient manner. The main objective of the purchase committee is to oversee the purchasing decisions and ensure the institution's needs and financial policies.

- The Academic Committee is responsible for evaluating and revising the curriculum to reflect emerging trends, industry needs, and academic advancements. The committee designs, reviews, and periodically updates the curriculum to ensure that it is relevant, current, and aligned with academic standards. This committee also assesses the effectiveness of the academic programs.

File Description	Documents
Paste link for additional information	https://www.raidighicollege.in/doc/Organogram.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc.Higher level academic committee consisting of Principals, Head Of all Departments and senior professors after in-depth discussions and by considering vision, mission, quality policy, core values, social factor and SWOC (Strengths, Weakness, Opportunities and Challenges) analysis established a strategic plan with well defined objectives and mechanism for effective implementation of NEP 2020 and monitoring sustained institutional growth . The Institution successfully implemented strategic measures for improving academic performance through training. In order to develop innovative practices and developing knowledge in events such as Quiz, Add Super Start, Wealth out of Waste are initiated. Overall skill projection as the basis of lifelong practices is developed from events.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	https://www.raidighicollege.in/doc/Strategy-Deployment.pdf
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.

- **Governing Body**

- **IAQC**

- **Teaching Staffs divided into department with one Head of each departments**

- **Office staffs with Head Clerk**

- **Accounts**

- **Library**

The Governing Body is a group of persons from Corporate, Academicsand highly qualified Administrators, constituted to administerinstitutional development activities. As far as the decision making process is concerned, Body members are givenrelevant guidelines for Academic affairs, Faculty Recruitment, Infrastructure, Budget and promotional matters. It has at least eleven members including the President and the Principal-Secretary and three in house teachers' representative, one office representative, one students' representative, Government nominees and University nominees .

IQACserves as the advisory and planning body under the coordination of the IQAC Coordinator, while the College office operates under the Head Clerk and the Teachers' Council under a designated Secretary. Additionally, although not currently organized due to government policy, the Students' Council plays a significant role in student representation and engagement.

Various statutory and non-statutory sub-committees and special cells ensure the regular implementation of co-curricular and extension activities, each overseen by convenors or officers in charge following established norms.

All appointments undergo scrutiny and approval by the Governing Body, adhering strictly to UGC and respective government guidelines for conduction and acknowledgment.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.raidighicollege.in/doc/Organogram.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The College Management provides the following welfare activities

To the Teaching staff:

A. Employees Provident Fund (EPF) with loan provisions as per EPF rules.

B. Enrollment in the West Bengal Health Scheme, supported by the Government of West Bengal, for healthcare benefits.

C. Sasthasathi Scheme specifically for State-Aided College Teachers (SACT), supported by the Government of West Bengal.

D. Pension benefits as per government norms applicable to teaching staff.

To the Non-teaching Staff:

A. Employees Provident Fund (EPF) with loan provisions as per EPF rules.

B. Enrollment in the Sasthasathi Scheme, supported by the Government of West Bengal, providing healthcare benefits.

C. Provision of festival bonuses for casual staff members during festive occasions.

File Description	Documents
Paste link for additional information	https://www.raidighicollege.in/doc/Organogram.pdf
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

0

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)	**No File Uploaded**

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

3

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

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

A. Teaching Staff: The process of promotion is completed in a systematic manner following the guidelines underlined by the UGC and the Government of West Bengal. The College authority, including the Governing Body, Principal, and IQAC, conducts

systematic evaluations of teaching and nonteaching staff performances and achievements for promotions, following guidelines from the UGC and DPI of the Education Department, Government of West Bengal. After seeking the panels from the University of Calcutta and DPI of the Education Department, Government of West Bengal , the interviews are conducted as per the guidelines of Career Advancement Scheme notified by the UGC.

B. Non-Teaching Staff: The institution follows the rules and guidelines issued by the Government of West Bengal.

File Description	Documents
Paste link for additional information	https://www.raidighicollege.in/doc/IQAC%20MEETING%20MINUTES%20with%20Action%20Taken%20Report%202023-2024.pdf
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

Raidighi College adheres to a rigorous financial management framework, ensuring transparency and accountability in its financial dealings. To achieve this, the college conducts regular internal and external financial audits. These comprehensive audits meticulously enumerate the various internal and external financial initiatives undertaken by the college throughout the year.

The financial matters of Raidighi College are broadly categorized into three distinct segments. Firstly, salary-related expenses encompass the remuneration and benefits extended to the faculty and staff members. This includes salaries, allowances, and other employee benefits.

Secondly, maintenance-related expenses pertain to the upkeep and preservation of the college's infrastructure, including buildings, equipment, and utilities. This also covers routine repairs, renovations, and replacement of assets.

Lastly, augmentation-related financial burdens involve expenditures aimed at enhancing the college's resources,

infrastructure, and services. This may include investments in new technology, expansion of facilities, and introduction of new academic programs.

By maintaining a clear distinction among these three categories of expenses, Raidighi College ensures that its financial resources are allocated efficiently, effectively, and in a manner that supports its mission and objectives. The regular audits provide an additional layer of oversight, guaranteeing that the college's financial management practices are robust, transparent, and compliant with regulatory requirements.

The external audits are conducted by a designated auditor deputed by the Government, ensuring an objective and impartial assessment of the college's financial dealings. In contrast, the internal audits are carried out by the college itself, driven by a self-motivated commitment to financial transparency and accountability.

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

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

Raidighi College employs a structured approach to financial

management, focusing on effective fund mobilization and resource utilization. The college's financial planning is centered around three primary categories: salary-related expenses, maintenance-related expenditures, and augmentation/upgradation initiatives.

Annually, the college assesses its financial requirements for each of these categories. The major salary component is funded by Government sources, ensuring that faculty and staff remuneration is adequately covered. Maintenance-related expenses, such as infrastructure upkeep and utility costs, are primarily met through tuition fees collected from students. A portion of these tuition fees is also contributed to the Government. Salary-related expenses encompass remuneration, benefits, and training for faculty and staff. Maintenance-related expenditures cover the upkeep of infrastructure, utilities, and equipment.

After allocating funds for these essential expenses, the college's finance committee evaluates the remaining resources to identify opportunities for upgradation or augmentation. This strategic approach enables the college to prioritize its financial investments, ensuring that resources are utilized efficiently and effectively.

The finance committee plays a pivotal role in allocating funds for upgradation or augmentation initiatives, such as investing in new technology, expanding infrastructure, or introducing innovative academic programs. By adopting a structured and proactive approach to financial planning, Raidighi College is able to optimize its resources, achieve its objectives, and maintain a strong financial foundation. This enables the college to provide a conducive learning environment and deliver high-quality education to its students.

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

The primary aim of IQAC is to promote measures for institutional functioning towards quality enhancement through internalization

of the quality circle and institutionalization of best practices.

In the academic year 2023-2024, IQAC has taken several initiatives to develop quality benchmarks for various academic and administrative activities of the institution:

1. Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes;

2. Organization workshops, seminars on quality related themes and promotion of quality circles

3. Documentation of the various programmes/activities leading to quality improvement

4. Successfully organized several workshops and interactions at micro to meso levels, featuring eminent experts such as District and State Mentors of NAAC, both internally and externally.

5. Supported the modernization and implementation of new modalities in the College Library. The College Library introduced an online catalog system for the benefit of both students and teachers

6. Development of Quality Culture in the institution that spreaded towards surrounding communities to develop socio-economic and cultural environments of the locality.

7. IQAC has realized that collaborations with other institutes is very important for enhancing the quality of the institution. It signed MoU with several institutions and organizations.

8. supported all environmental awareness and community plantation programs, including block-level preparation of People's Biodiversity Register, as a collaborative effort with government documentation.

As regular practices, IQAC prepares, evaluates and recommends

(a) Annual Quality Assurance Report (AQAR)

(b) Self-Study Reports of various accreditation bodies (ISO 9001,

UGC 12b, NAAC, NIRF)

(c) Performance Based Appraisal System (PBAS) for Career Advancement Scheme (CAS)

(d) Action Taken Reports

File Description	Documents
Paste link for additional information	https://www.raidighicollege.in/mou.html
Upload any additional information	View File

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

- **In the academic year 2023-2024, IQAC planned to enhance traditional academic and administrative structures on campus, fostering a symbiotic educational ecosystem.**
- **Following the advice of the IQAC, certain senior members of the Governing Body and Academic Committee convened in a joint meeting in September 2023 and again in April 2024. It was decided that classroom teaching accompanied by Continuous Internal Evaluation (CIE) in various documented formats would prove beneficial for overall academic achievement. Merely enforcing strict attendance monitoring for teachers or students is not a definitive solution to uncertainties such as dropout rates, academic weaknesses, or the restoration of the academic atmosphere post prolonged lockdowns**
- **The modernization of the library was initiated following the report of an Expert Committee composed of three members who visited on September 16, 2022. The committee was chaired by Prof. Sabuj Kumar Chaudhuri, Head of the Department of Library and Information Science (DLIS) at the University of Calcutta. On April 24, 2024, the College Library introduced an online catalog system for the benefit of both students and teachers. Another significant initiative of this session was the introduction of revised late fine fees for teaching and non-teaching staff, along with a more disciplined code of conduct for library users. Additionally, the library sub-committee observed World Book and Copyright Day on April 23, 2024.**
- **Organized orientation and preparation for the newly**

- **introduced 4-year degree course program and its associated scope as per NEP.**
- **Faculty exchanges, seminars on syllabus topics, college visits, and educational excursions supported by IQAC have been long standing practices at our college.**

File Description	Documents
Paste link for additional information	https://www.raidighicollege.in/doc/IQAC%20MEETING%20MINUTES%20with%20Action%20Taken%20Report%202023-2024.pdf
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)	**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://www.raidighicollege.in/iqac24.html
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

1. Curricular Integration of Gender Issues:

- In the UG syllabi, the gender-based topics are emphasised as per Calcutta University. Cross-cutting issues pertaining to gender are already part of the curriculum.

2. Health Initiatives and Infrastructural Facilities for Women in Campus and outside:

- Installation of CCTV cameras at strategic points across the campus has guaranteed better security for the girl students.
- A well-furnished common room for female students with modern amenities is present in the college.
- The girls' hostel named 'Nivedita Bhavan' cater specifically to the needs of female students who reside here with round the clock security. It has a capacity for 102 boarders.
- The installation of sanitary napkin vending machines and additional Pink Toilet enhance convenience and accessibility for female students' sanitation and hygiene.

3. Equal Opportunities and Women-Centric Programmes:

- The college maintains gender equity in admission to the co-educational system. In fact, for the last few years, admission of the female students has increased considerably and now, they are leading the ratio.
- Active celebration of Women's Day(24.03.2024) and Women's Week with seminars, talks, and sensitization programme.
- Fostering awareness about women's achievements and challenges.
- The college received the Kanyashree award in 2023 for providing the third-highest number of female students who received the Kanyashree scholarship.

4. Cultural and Awareness Programmes:

- The ICC and the Anti-Ragging Subcommittee continue to spread awareness against sexual harassment through posters, slogans and campaigns. Vishakha Guideline has been put on display to spread awareness.

File Description	Documents
Annual gender sensitization action plan	https://www.raidighicollege.in/doc/Gender%20Sensitization.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

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

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

Raidighi College is situated in Raidighi Abad Mouza, within the Mathurapur Block 2 of South 24 Parganas district, which is characterized as a socio-economically disadvantaged area with limited civic amenities and waste management infrastructure. To address these challenges, the college has implemented several initiatives. On campus, waste bins are provided for segregating biodegradable and non-biodegradable waste, and our Green Club actively supportshygienic waste disposal and sanitation practices.

Waste disposal, including e-waste, was systematically managed within the college and hostel premises. The Green Club, in collaboration with the Human Wave NGO, a respected eco-friendly organization, has been instrumental in nurturing students on the importance of disciplined waste management practices. Together, they have successfully organized professional disposal and utilization of e-waste, contributing to a sustainable and healthy

campus environment. This collaborative effort underscores our commitment to maintaining a clean, safe, and eco-friendly campus and its surroundings for the benefit of all stakeholders.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus | **B. Any 3 of the above**

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
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	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	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 took various initiatives, efforts in providing an inclusive environment through various activities in the form of celebration of National and International days, Commemorative days, National Festivals, NSS activities, etc.

Functions like NABIN BARAN for freshly/newly admitted students with induction and orientation program is a regular practice for all the departments of the college. It provides a platform for interaction between current students and freshly admitted students. This activity helps the freshly admitted students to learn the heritage and image of the institution. Also, events like GURU PRANAM, organised on the occasion of the Teachers' Day, brings together the teachers and the students towards an informal and warm interaction.

Celebration of Birth anniversary of the Great Poet Rabindranath Thakur as KAVI PRANAM creates an environment to learn about Rabindranath and his contribution in maintaining harmony in the society. This year, the foundation day of the college was celebrated together, with KAVI PRANAM -- thus engaging a greater crowd into an inclusive ambience.

Other Community Awareness Programmes like 'World Ozone Day', 'National Nutrition Week', 'Community Awareness Programme on Biofuels' and others, organised by different departments and cells of the college, mostly in collaboration with IQAC, have made our progress towards an inclusive environment a success.

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

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

Raidighi College, situated in a rural area with limited exposure to civic movements, prioritizes community sensitization and awareness campaigns through its Institutional Quality Assurance Cell (IQAC) and various academic departments. These initiatives

aim to educate students and the community about citizens' rights and civic responsibilities. Here are some notable programs and observations conducted during the academic year 2023-24: 1. Observation of National Voters Day by the Department of Political Science and IQAC on January 22, 2024, emphasizing the importance of voting and democratic participation. 2. Observation of Minority Rights Day by the Minority Welfare Cell and IQAC on December 22, 2023, focusing on the rights and empowerment of minority communities. 3. Caste Sensitization Programme organised on January 22, 2024, which stands as an important contribution to the community. 4. Independence Day celebrations by the College authority on August 15, 2023, took place, aligned with UGC guidelines. 5. Observations of International Women's Day, on March 8, 2024. Also, on October 16 2023. International Day of Girl Child was observed.

These programs underscore Raidighi College's commitment to fostering civic awareness and empowering students and the community with knowledge about their rights and duties as citizens of India. For detailed description of various events, please visit:http://www.raidighicollege.in/College%20Events.html

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
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. Annual awareness programmes on Code of Conduct are organized | C. Any 2 of the above |

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

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

1. Programmes commemorating International Day of the Girl Child (16.10.2023), International Women's Day (14.03.2024) during the academic year.

2. TALASH -- the magazine of Minority Welfare Cell was published (16.05.2024) with significant contributions.

3. Festivals such as Saraswati Puja was organised by the students.

4. Environmentally conscious programmes were organised throughout the year, like 'World Ozone Day' (16.09.2023), 'Sundarban Divas' (11.12.2023), 'National Pollution Control Day' (02.12.2023), 'Environment Day' (15.06.2024), 'Day of Biodiversity' (22.05.2024).

For detailed description of various events, please visit:http://www.raidighicollege.in/College%20Events.html

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

7.2 - Best Practices

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

Best Practice 1: Environmental Initiatives – Protecting the Fragile Ecosystem of the Sundarbans

1. Title of the Practice: "Environmental Conservation in the Sundarbans: Awareness, Action, and Sustainability"

2. The Practice: The college conducted a series of environment-focused programs:

- **World Ozone Day (16.09.23) raised awareness about ozone depletion and sustainable practices.**
- **National Pollution Control Day (2.12.23) educated students on pollution hazards and mitigation strategies.**
- **Sundarban Divas (11.12.23), hosted by the college in collaboration with the Government of West Bengal, emphasized the Sundarbans' ecological significance.**
- **Community Awareness on Bio-Fuel promoted sustainable alternatives to conventional fuel sources.**
- **National Wetland Day (2.2.24) and Day of Biodiversity (22.5.24) focused on wetland preservation and biodiversity conservation.**
- **Environment Day (15.6.24) marked the culmination of these initiatives, reinforcing the message of sustainability.**

Best Practice 2: Taking Equality from Page to Practice

1. Title of the Practice: "Expanding the Scope of Equality: From Gender to Social Inclusion"

2. The Practice: Throughout the year, the college organized the following programs:

- **International Day of the Girl Child (16.10.23), emphasizing the importance of female education and leadership.**
- **Minority Rights Day (22.12.23), advocating for the rights and representation of religious and ethnic minorities.**
- **Caste Sensitization Programme (22.1.24), fostering discussions on caste-based discrimination and equality in higher education.**
- **International Women's Day (8.3.24), celebrating women's**

achievements and discussing continued challenges in gender
parity.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

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

Raidighi College has always stood out for its sensitivity and
inclusiveness, extending beyond its immediate stakeholders to
embrace the larger community. The institution takes pride in
fostering an atmosphere where inclusivity is not just a principle
but an integral part of its functioning.

This session, the college continued its commitment to
inclusiveness through various initiatives. A key example is the
organization of National and International Day celebrations, NSS
activities, and community awareness programs that engaged
students, faculty, and the neighborhood community. Events like
Nabin Baran, an induction and orientation program for newly
admitted students, provided a structured interaction platform
between senior and junior students, helping newcomers assimilate
into the college's academic and cultural fabric. Similarly, Guru
Pranam, held on Teachers' Day, fostered informal yet meaningful
interaction between students and faculty, strengthening the bond
of respect and guidance.

Community awareness programs such as World Ozone Day, National
Nutrition Week, and Community Awareness Programme on Biofuels,
organized by various departments in collaboration with the IQAC,
further reinforced the college's mission of social engagement and
responsibility. The regular activities of NSS were also
instrumental in nurturing sensitivity and inclusivity among
students, encouraging them to actively participate in community
service and social awareness campaigns.

Through these initiatives, Raidighi College continues to
strengthen its legacy as an institution that not only imparts
education but also shapes socially responsible and inclusive
individuals.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Fruitful Implementation of NCC in Raidighi College

2. Focus particularly on the issues of Gender, Environment and Human Values more, and conduct programmes accordingly for the holistic growth of the institution

3. Continue with the different Certificate Courses in diverse fields of Science and Humanities

4. Implement uniform rule for Leave for staffs, usage of LMS.

5. Increase Alumni Engagement to attain a holistic growth for the institution

6. Upgrade library further, as and when required, for the smooth usage on part of the students

7. To add variation in the field of Mushroom Cultivation which is an already-running project of the college.

8. To take proactive initiatives to inspire and support all faculty members in engaging in meaningful research, fostering a culture of innovation and academic excellence.

9. To take appropriate initiatives to encourage and support all faculty members in introducing skill-based courses, enhancing students' employability and practical knowledge.