



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	RAMASHRAY BALESHWAR COLLEGE, DALSINGSARAI
• Name of the Head of the institution	PROFESSOR MAHESH CHANDRA CHOURASIA
• Designation	PROFESSOR
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9135154406
• Mobile No:	8298623031
• Registered e-mail	rbcdalsin@gmail.com
• Alternate e-mail	NA
• Address	DALSINGSARAI
• City/Town	SAMASTIPUR
• State/UT	BIHAR
• Pin Code	848114
<b>2.Institutional status</b>	
• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	LALIT NARAYAN MITHILA UNIVERSITY, DARBHANGA, BIHAR				
• Name of the IQAC Coordinator	PROFESSOR SANJAY JHA				
• Phone No.	9431406140				
• Alternate phone No.	7488013378				
• Mobile	7488013378				
• IQAC e-mail address	iqacrbc@gmail.com				
• Alternate e-mail address	rbcaldalsin@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="http://www.rbcollge.ac.in/aqar/">http://www.rbcollge.ac.in/aqar/</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.rbcollge.ac.in/category/news-notice/">http://www.rbcollge.ac.in/category/news-notice/</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	55-60%	2005	28/02/2005	28/02/2010
Cycle 2	B	2.19	2016	19/02/2016	19/08/2021
<b>6.Date of Establishment of IQAC</b>			05/07/2012		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NA	NA	NA	0	0	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>3</b>
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>No</b>
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
Organised National Webinar on COVID-19 ?? ?????????? ?????????? ?????????? on 30/07/2020	
Organised Online Quiz Programme on COVID-19 and Related Physics on 23/05/2020 under NCC	
Organised an E-orientation Programme from 11-12 August, 2021	
Organised a special NSS Camp during 13-19, March, 2021 at Ramtol, Gospur, Dalsingsarai	
Organised national Youth Week, 12-19 January, 2021 under NSS	
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	
Plan of Action	Achievements/Outcomes
To enhance the academic activities in each Department of the College	Conducted E-Conference/E-Quiz Competition on 23/01/2021
To facilitate the integration of various activities of the institution and exercise the best practices	Conducted e-Orientation Program on 11-12/08/2021
To organise a minimum of two pedagogical training programmes per year for new teaching	Conducted ICT Workshop for Teaching and Non-teaching 2-3/02/2021

<b>faculties</b>	
To organise at least one common skill development programme per year for the supporting staffs	Conducted Skill Development Program by IQAC on 12 /01/2021
At the beginning of this academic year, IQAC took steps to encourage and motivate students from every department to pursue their active participation in student seminars, workshops, debate, quiz, cultural competitions in our own college campus as well as in other colleges.	Many students were motivated by different approaches made by the teachers. The students of Geography Department delivered serious lectures along with some presentations on different global issues in own campus. The students of English Department actively participated in a quiz competition. Some of our students also participated in a Inter college cultural competition and secured lots of prizes. These achievements helped other students to come forward breaking all the barriers.
The college authority decided to coach the students with special effort who want to pursue their career in Games and Sports section from the very beginning.	We discovered lots of students with special skills in sports. We arranged to make some concession in fees structure for them. We could fulfill their needs by establishing a well-equipped gymnasium and also made them focused with future career options which are related to Games and Sports.
<b>13. Whether the AQAR was placed before statutory body?</b>	No
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Nil	Nil
<b>14. Whether institutional data submitted to AISHE</b>	

Year	Date of Submission
2021	03/01/2022

### 15. Multidisciplinary / interdisciplinary

Multidisciplinary research is going on some recent and emerging topics by the Science, Art and Humanities Faculties. All the faculty being from different disciplines or department are working on a common problem or research question. In this approach, faculty share research goals and work on the same problem, but look at it from their own discipline's perspective. The findings from each discipline are supplementary to each other. The advantage to multidisciplinary research is that each aspect can be analyzed by a particular specialty, which is often necessary to answer complex research problems. There are times when research needs things to go a step farther than multiple disciplines each looking at a problem through their own lens - that is when faculties are involved in interdisciplinary research happens. Interdisciplinary research relies on shared knowledge. When this happens, a fundamental shift can take place over time and a new *interdisciplinary field* emerges. For example, biochemistry, nanoscience, and neuroscience all emerged as interdisciplinary fields that eventually grew to become their own disciplines.

### 16. Academic bank of credits (ABC):

Academic bank of credits (ABC) is not implemented in our college also in Our University ( Lalit Narayan Mithila University, Darbhanga ).

### 17. Skill development:

College is involved with Government of Bihar under Bihar Skill Development Mission. As per instruction by the state government, students of our college used to participate in Skill Development Programme conducted under Skill Development Mission.

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

India is a treasure trove of culture, developed over thousands of years and manifested in the form of arts, works of literature, customs, traditions, linguistic expressions, artefacts, heritage sites, and more. Crores of people from around the world partake in, enjoy, and benefit from this cultural wealth daily, in the form of visiting India for tourism, experiencing Indian hospitality, purchasing India's handicrafts and handmade textiles, reading the

classical literature of India, practicing yoga and meditation, being inspired by Indian philosophy, participating in India's unique festivals, appreciating India's diverse music and art, and watching Indian films, amongst many other aspects. It is this cultural and natural wealth that truly makes India, "Incredible India", as per India's tourism slogan. The preservation and promotion of India's cultural wealth must be considered a high priority for the country, as it is truly important for the nation's identity as well as for its economy. Our College is fully oriented in this direction.

The arts form a major medium for imparting culture. The arts - besides strengthening cultural identity, awareness, and uplifting societies - are well known to enhance cognitive and creative abilities in individuals and increase individual happiness. The happiness/well-being, cognitive development, and cultural identity of individuals are important reasons that Indian arts of all kinds must be offered to students at all levels of education, starting with early childhood care and education. Language, of course, is inextricably linked to art and culture. Different languages 'see' the world differently, and the structure of a language, therefore, determines a native speaker's perception of experience. In particular, languages influence the way people of a given culture speak with others, including with family members, authority figures, peers, and strangers, and influence the tone of conversation. The tone, perception of experience, and familiarity/'apnapan' inherent in conversations among speakers of a common language are a reflection and record of a culture. Culture is, thus, encased in our languages. Art, in the form of literature, plays, music, film, etc. cannot be fully appreciated without language. In order to preserve and promote culture, one must preserve and promote a culture's languages. NCC, NSS and Sports wing along with other Committees of our college are preserving these ethics among the students.

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

College faculties are involved in OBE, in which they used to do an educational approach and a learning philosophy, focusing and organizing the entire academic programs (curriculum) and instructional efforts around clearly defined 'outcomes' we want all students to demonstrate when they complete the program. OBE is a student-centered instruction model that focuses on measuring student performances through outcomes. Outcomes are usually expressed in terms of a mixture of knowledge, skills, abilities, attitudes and understanding that a student will attain as a result of his/her successful engagement in a particular set of higher education experience.

**20.Distance education/online education:**

The College is also Center of Distance Learning of Directorate of Distance Education, Lalit Narayan Mithila University, Darbhanga as well as Nalanda Open University, Bihar. More than Two Thousands Students are enrolled under DDE, LNMU and more than one thousand under Nalanda Open University, Bihar per academic session. All the faculty members conducted Online lecture during COVID-19 affected session. Every faculty member is well skilled to perform Online lectures on different Plateforms like Google Class, Google Meet, Zoom, Microshoft Team, etc.

**Extended Profile****1.Programme**

1.1	14
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

**2.Student**

2.1	3777
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	2293
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	1424
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	No File Uploaded
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	16
File Description	Documents
Data Template	<a href="#">View File</a>
3.2 Number of Sanctioned posts during the year	39
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	18
4.2 Total expenditure excluding salary during the year (INR in lakhs)	52
4.3 Total number of computers on campus for academic purposes	30

## 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

At the commencement of the Academic year, the Academic calendar is prepared by the Academic Staff College Committee. The teachers prepare the teaching plan of their respective subjects. The teaching plan is verified by the Head of the Department/Principal/Convener of Academic Committee. There is sufficient flexibility in the teaching



plan, so as to adopt the changes if any. The evaluation of the students is carried out periodically as per the norms of the LNMU, Darbhanga. The college ensures effective curriculum delivery through its consistent efforts. The college fully adopts the curriculum as prescribed by the University. The college teachers follow the teaching plan in the schedule of their working hours. The syllabus is already divided in the number of hours in which each teacher is supposed to engage. The periodic tutorial / class test / examination are conducted in order to assess the understanding of the students. The examination results are reviewed and thereafter through new academic plan weaker students are taught again. The college teachers use PPT and other technical gadgets for lucid presentation of subject concern. Practical, theoretical and oral examinations are conducted. The curriculum compliance is integral to responsibilities of the staff which is completely achieved by the college.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>

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

The institution adheres to the academic calendar for the conduct of CIE. Academic calendar is prepared by Lalit Narayan Mithila University, Darbhanga. In the beginning of the academic session, the students are apprised of academic calendar and same is uploaded on college website and displayed on notice boards and at strategic locations. The institution adheres to the academic calendar for the conduct of CIE. The institution always believes in effective time management and timeliness. The IQAC prepares the final academic calendar in line with the University Academic Calendar. The activities in the academic calendar include:

Induction/Semester commencement date

Admission/Sent-up/Registration date

Routine

Working days and Holidays

Test Days/CIA/Quiz date

Days of assignment/projects submission

Department staff meeting

Remedial/doubt classes

Field visits/Study tours

Cultural/Sports and Nation Building activities

Orientation/Seminar/Conference/Workshop, etc.

Parents meeting

Alumni meeting

Tentative date of university practical and theory exams .

The Institution sticks to the academic calendar published by the University for Respective Courses which allows the teachers and the students to space out their teaching and learning assessments.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="http://www.rbcollege.ac.in">http://www.rbcollege.ac.in</a>

**1.1.3 - Teachers of the Institution participate in E. None 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	No File Uploaded
Any additional information	No File Uploaded

## 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

4

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

### 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)

000

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

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

000

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

000

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

### 1.3 - Curriculum Enrichment

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

This college effectively integrates ( the prescribed UG and PG Courses of LNMU, Darbhanga) cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics and leads to a strong value-based holistic development of students. Various activities are organized throughout the year as part of the curriculum that help in this endeavour.

1. Gender Sensitivity: The related courses are an integral component of various PG programmes. Students are sensitized and encouraged to work towards gender equity from a cross-cultural perspective. Gender sensitization camps are organized in slums and rural areas through NCC/NSSt that include, women's rights, human rights, child rights, gender justice and gender equality.

2. Environment and Sustainability: UG and PG courses involve integration of water quality, air quality, education and healthcare, innovation. A compulsory core course on Environment studies is included in all PG programmes. Environment awareness camps, ????? ???????, ??????, seminars, guest lectures, Environment Day, Earth Day and Water Day are organized and annually celebrated.

3. Human Values and Professional Ethics: The curriculum has the following compulsory core courses in all PG programmes specially focused on the development of human values and professional ethics. The Institute also has a Model Code of Ethics to curb various malpractices.

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	<a href="#">View File</a>

### 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	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

1250

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

### 1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

A. All of the above

from the following stakeholders Students  
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

**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	<a href="#">View File</a>
URL for feedback report	<a href="http://www.rbcollge.ac.in/igac/">http://www.rbcollge.ac.in/igac/</a>

## 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

4230

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**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**

2293

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

To identify advanced and slow learners, we conduct "student induction" programme. Through this event students are introduced with teaching-learning and evaluation program, college discipline, various academic and other schemes along with development and achievements of the college, students' support services. As early as possible, we identify slow and advanced learners amongst the students through class-room discussion, question and answer method, by considering their subject knowledge and previous year's performance, From second year onwards; we consider their performance in the classroom and the university examinations. The academic performance of the students helps in identifying the slow and advanced learners.

File Description	Documents
Link for additional Information	<a href="http://www.rbcdalsin.ac.in">http://www.rbcdalsin.ac.in</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
3823	16

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

The College practices a teaching methodology which focuses on imparting education through a student centric approach. The teacher facilitates learning by allowing each individual student to comprehend at their personal level by ensuring their involvement in class activities so that they can absorb and grasp information at their own pace. Teachers make classes as interactive as possible and encourage innovative thought and novel interpretations. Audio-Visual methodology, Language Lab, Google Classroom, Industrial Visits, Field Work and Projects are some of the means utilized by the Departments to provide experiential and participative learning.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="http://www.rbcdalsin.ac.in">http://www.rbcdalsin.ac.in</a>

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

The College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the College ICT Tools:

1. Projectors- 4 projectors are available in different classrooms/labs
2. Desktop and Laptops- Arranged at Computer Lab and Faculty cabins all over the campus.
3. Printers- They are installed at Labs, HOD Cabins and all prominent places.
4. Photocopier machines - Multifunction printers are available at all prominent places in the College.
5. Scanners- Multifunction printers are available at all prominent places.
6. Seminar Rooms- Three seminar halls are equipped with all digital facilities.
7. Smart Board- 3 smart boards are installed in the campus.



8. Auditorium- It is digitally equipped with mike, projector, cameras and computer system.

9. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom.

10. MOOC Platform (NPTEL, Coursera, SAP, Udemy, Edx etc.)

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>

### 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

22

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

### 2.4 - Teacher Profile and Quality

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

16

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

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

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

13

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

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

##### 2.4.3.1 - Total experience of full-time teachers

106

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

## 2.5 - Evaluation Process and Reforms

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

The college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in

internal assessment, the system of internal assessment is communicated with the students well in time. The Principal/HoDs/Convenors hold meetings of the faculties and direct them to ensure effective implementation of the evaluation process. The weightage for the unit tests varies as per the concerned faculty. The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the poor performing the students after their assessment. Students appearing for Second /third year are asked to deliver the seminars of the concerned subject. Topics are given by their teachers to the students to prepare for power point presentation. For transparent and robust internal assessment, the following mechanisms are conducted :

Internal Examination Committee.

Question Paper Setting.

Conduct of Examination .

Result display

Interaction with students regarding their internal assessment.

Viva-voce

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>

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

Mechanism to deal with examination related grievances is transparent, timebound and efficient. There is complete transparency in the internal assessment. The criterion adopted is as directed by the university:At the beginning of the Semester/Session, faculty members inform the students about the various components in the assessment process during the semester. The internal assessment test schedules are prepared as per the university and communicated to the students well in advance. To ensure proper conduct of formative tests, two invigilators are assigned to each hall. Evaluation is done by the course handling faculty members within three days from the date of examination. The corrected answer scripts at random are

verified by HoD/Principal to ensure the standard evaluation process.

Redressal of grievances at University level: The queries related to results, corrections in mark sheets, other certificates issued by university are handled at LNMUexamination section after forwarding such quires through the college examination section. Students are allowed to apply for revaluation, recounting and challenged evaluation by paying necessary processing fee to university if they are not satisfied with the university evaluation through college.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>

## 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.

The College adopts Outcome based education rather than input oriented well shaped curve of learning. The following mechanism is followed by the collegeto communicate the learning outcomes to the teachers and students.

Graduate attributes are described to the first year students at the commencement of the programme.

At least five hours are spent by the teachers for introducing the subject to the Students.

Learning Outcomes of the Programs and Courses are observed and measured periodically.

Soft Copy of Curriculum and Learning Outcomes of Programmes and Courses are uploaded on the Collegewebsite for reference.

The importance of the learning outcomes has been communicated to the teachers in every IQAC Meeting and Staff Meeting.

Identify the most relevant concepts that arise in everyday life, and devise a strategy in order to arrive at the solutions in the respective subjects and are made to understand the connection between key concepts and applications.

Use basic laboratory equipment correctly and effectively in order to conduct measurements, and analyze and interpret the results, including a quantitative understanding of uncertainties. Locate existing scientific research relevant to a given topic, and evaluate its accuracy.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>
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.

The assessment tools and processes used for measuring the attainment of each of the Program Outcomes is mentioned below:

Method of assessment of the program outcomes and Program Specific outcomes are assessed with the help of course outcomes of the relevant courses through direct and indirect methods.

Direct methods are provided through direct examinations or observations of student knowledge or skills against measurable course outcomes.

The knowledge and skills described by the course outcomes are mapped to specific problems on University Examination, internal exams and home assignment.

Finally, program outcomes are assessed and Program Assessment Committee concludes the Programme Outcome attainment level. At the end of each semester/year, university conducts examinations based on the result published by university the course outcomes are measured. Assignments are given at the end of each module. Three internal tests are conducted per semester for the following purposes:

To ensure that students have achieved desired level of competencies at module level.

To evaluate, whether corresponding Course Outcomes are achieved or not.

According to the performance of the student in answering each

question, mapping is carried out with the respective COs for assessing the attainment level of the specific CO of the subject.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>

### 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

1913

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>

### 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)

<http://www.rbcollge.ac.in/igac/>

### 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)

00

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

00

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

4

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

## 3.2 - Research Publications and Awards

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

the year

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

10

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

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

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

4

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

### 3.3 - Extension Activities

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

The College organizes and participates in various extension activities with a dual objective of not only sensitizing students about various social issues but also contribute to community and strengthen community participation. The NCC and NSS college units take part in various initiatives like organizing camps, Swachh Bharat initiatives, blood donation camps, awareness programmes on AIDS prevention, Suicides prevention etc. This joint venture encourages and facilitates various extension programmes. Events like World Consumers Rights Day, International Yoga Day, see large participation of the students who take up activities in collaboration with other agencies/NGOs to spread awareness. Awareness about Consumers' rights and duties is significant in the process of economic development of the country. India is the birth place of Yoga and by participating in International Yoga day students become global stakeholders in ensuring healthy body and



mind. Participation in NSS Republic Day Celebrations in College, Adoption of Village, Anti- Tobacco rally, Peace Rally, WoW (Wealth out of Waste) connects students with the larger social issues in the community and makes them socially responsible sensitive.

File Description	Documents
Paste link for additional information	<a href="http://www.rbcollege.ac.in">http://www.rbcollege.ac.in</a>
Upload any additional information	No File Uploaded

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

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

0

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

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

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

16

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

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

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

260

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

### 3.4 - Collaboration

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

1

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

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

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

2

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The College encompasses a well maintained lush green campus ensuring adequate availability and optimal utilization of physical infrastructure for teaching learning activities.

**Classrooms:** college encompasses sufficient number of well-furnished, well ventilated, spacious classrooms equipped with LCD projectors for conducting theory classes.

**Technology Enabled learning facility:** The College has ICT Classrooms where the provision of Multimedia learning, Wi-Fi connectivity and internet access is given.

**Seminar Hall:** The College has oneseминаr hall. it is regularly used for conducting national / international seminars at the college. The students are promoted for active involvement in paper presentations, group discussions, etc.

**Laboratories:** All laboratories are well equipped with state of the art equipment and facilities. All the laboratories are established as per UGC norms. These labs are utilized for conducting practical classes as per the requirements of the curriculum. Labs are also utilized for technology learning & training as a part of teaching contents beyond the syllabus.

**Wi-Fi:** The entire campus is Wi-Fi enabled with 24/7 internet facilities to the students and staff.

**Central Library/Reference Section:** Our central library is fully computerized by automating the issue of books with bar code reader.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>

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

The College integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for assessment of students. It has adequate facilities for sports, games and cultural activities. The College has one large playground and one Indoor Stadium with provision for multiple games, such as, Badminton, Athletics, Cricket, Football and Volleyball. Another field provides Lawn Tennis courts. Indoor and outdoor badminton courts are available. All faculties have well-equipped assembly halls for organizing annual functions and cultural events. Major cultural events are organized at the majestic Hall. Intra-faculty and inter-college games and sports competitions are organized regularly every year for students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>

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

6

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

6

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

52

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

## 4.2 - Library as a Learning Resource

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

The College library is located in a separate two storied building with mezzanine flooring situated very close to the main block. The collection includes approximately 32,000 books, 58 journals, 26 magazines, During the last five years approx 5000 books were bought. The collection of books include documents covering a wide range of subjects from English literature, Natural sciences, arts, history and social sciences, languages, etc. The library is automated, and has a spacious reading hall and reference section . The reading area can accommodate 100 users at any point of time. The library is automated with integrated library management software SOUL 2.0 (Software for University Libraries) of INFLIBNET. The various housekeeping activities of the library such as data entry, issue and return and renewal of books, member logins etc are done through the software. The books are being bar coded and the users are given unique barcode

ID. . The new books are displayed for two weeks on the display stand. User orientation is provided at the beginning of the year regarding the various facilities services and resources available in the library. The library provides reprographic service and internet service.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="http://www.rbcollege.ac.in">http://www.rbcollege.ac.in</a>

**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 D. Any 1 of the above**

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

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

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

20,000

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**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**

100

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

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

IT facilities have been updated on regular basis. Also, new IT equipment has been purchased as per the requirements. In session 2020-21, more than 50 desktops are in use. This lab is used for Data Science Lab/Project Work. Overall in every year, our computer laboratories were upgraded or new laboratories set up for new requirements.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>

**4.3.2 - Number of Computers**

30

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

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

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

## 4.4 - Maintenance of Campus Infrastructure

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

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

52

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

**Maintenance of Library Facilities:** The books and journals are maintained against disfiguring. Book binding is carried out on regular basis for damaged books to avoid further damage. Library Committee has been constituted for co-ordination in respect of learning resources.

Procurement of new books and renew of journals and recommendation for additional books .

Updating and maintaining of all library records .

Update and upgrade the library contents, periodically as per updates in curriculum  
**Computers:** The college has an adequate number of computers with internet connections and utility softwares. IT infrastructure is maintained by the head, IT Coordinator along with departmental coordinator.

**Classrooms, Conference Hall:** Classrooms and International Conference hall are provided with enough seating capacity and LCD projectors. Cleanliness of class rooms and International Conference hall is maintained on regular basis. Working condition of audio system, LCD projectors etc. is done on regular basis.

**Laboratory:** Laboratories are regularly maintained by the Laboratory



attendant.

**Maintenance of other support systems:** Housekeeping for regular cleanliness of corridors, washrooms, classrooms, laboratories and premises is done by external agencies. Sanitizing of washrooms is done on regular basis.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

796

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

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

##### 5.1.2.1 - Total number of students benefitted 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)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

1000

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

1000

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)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student**

**A. All of the above**

**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**

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

## 5.2 - Student Progression

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

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

3

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

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

2

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

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

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

4

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

### 5.3 - Student Participation and Activities

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

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

2

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

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 )

Name of the committee/Cell Students representation

Academic Monitoring Committee

Admission Committee

Alumni Cell

Antiragging Committee & Antiragging squad

Career Counseling Cell

Code of Conduct Committee

Competative examination

Cultural Committee

Discipline Committee

Entrepreneurship Development Cell

Examination Committee

Grievance Redressal Cell

Hostel Committee

IQAC

Library Committee

Maintenance Committee

Minority Cell

NSS

Printing & Magazine Committee

Publicity Committee Yes

Skill Development Committee

Sports Committee

Student Union

Student Welfare Committee

Women Empowerment Cell

Historical Research Cell

File Description	Documents
Paste link for additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>
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**

00

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

## 5.4 - Alumni Engagement

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

Ramashray Baleshwar College has an active Alumni Association, which is under registration of Government of Bihar. There are around 500 alumni registered in the association. The RB College Alumni

Association has one old Alumni Association which is operated by Department of History of College from which the students have passed out till date. Alumni Association works to promote the bond of brotherhood among the alumni and to help the Institution and its students grow in all the aspects. In order to achieve the same the Alumni association:

Helps in creating opportunities for the students.

Provides valuable feedback that helps in providing enriching insights in various areas to the institution.

Promotes sharing of experiences and knowledge among the various stakeholders.

Strives to create a platform where the students help the institution to have a state, national and global platforms.

Participated in Balan Bachao Abhiyan

Helps in Flood Relief Program.

Sponsors Sman Samaroh

Participated in Jan-Jivan Hariyali Yojna and Madh-Nishedh Program sponsored by Government of Bihar.

This Forum is actively involve in sports and co-curricular activities of the College.

This Forum gives special thrust on Gender Development.

During COVID-19 Alumni Association operated Awakening Program and Distribution of Mask and Sanitizer.

Plantation Program initiated by RB College Alumni Association.

Time to time Quiz , Historical and Scientific discussion and how to prepare for Competitive Examination, etc. are organized by this forum.

Alumni Association actively involves in socio-cultural activities of the College and up to University Level.

File Description	Documents
Paste link for additional information	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>
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

The college follows its vision and mission to serve better for students. The governance of the college matches vision and the mission of the college. In the last eight years the college marched towards progress in its all dimensions. We succeeded in attracting students not only from this district but also from bordering districts. Number of students increased tremendously. The college has also taken steps for improving teaching-learning and infrastructure of the college. Our vision and the mission are as follows:

**MISSION**

To provide quality education to all students irrespective of any discrimination and socio-economic status to uplift the society as a whole.

To maintain excellent academic standard through innovation and effective teaching learning method in a joyful environment under Offline and Online Medium.

To mould the student as a golden citizen.

To create a learner-friendly environment to make learning a joyful and fruitful experience.



To foster scientific skills and academic excellence in this rural area.

#### VISION

Empowerment of common rural students through quality education to meet the global challenges at the lowest cost.

#### GOALS AND OBJECTIVES

To achieve academic excellence.

To compete them at national and international level in all areas of life.

To develop leadership qualities.

To develop all round personalities of the students.

To provide orientation to students towards research.

To promote the faculty towards quality research and examination.

#### Core Values

1.Pursuit of Excellence through Education

2.Social Responsibility and Civic Awareness

3.Honest and Moral Uprightness

4.Empowerment through Education

5.Faith in its Own Capabilities

6.Respect for Life and Creation

7.Academic Excellence

8.Continuous Improvement in Education

9.Institutional Awareness and Practicability

10.Value and Outcome Based Education

11.Inspiring Campus Environment

## 12. Development of Personality fully based on Indigenous Feeling

The governance of the institution is reflective: The empowered team of the college involves Principal, Academic Staff Committee, Teaching-staff, IQAC committee, NAAC Committee, Development Committee, non-teaching and supporting staff, student's union, student representative and alumni. The principal monitors the mechanism regarding administration and academic process. It also ensures proper functioning of the policies, rules and action-plans of the college with the help of different running committees within the Campus. There are many committees to support the vision and mission of the college. For example, these are Examination cell, NSS, NCC, carrier and counseling cell, Historical Research Cell, library and sports committee, cultural and literacy committee, internal examination committee, antiragging committee, college-magazine committee, disciplinary committee, scholarship committee, routine committee, Media and Public Relation Cell, grievance redressal committee, etc. All the committees take its responsibility for the plans and activities, and successfully tackles these responsibilities in every academic session. For academic performance meetings with HoD's and faculty of various departments is done. Also, the teaching-progress is checked monthly by teaching register. Principal continuously monitors each room individually by visiting class time to time for teaching-class, class room activities, movement of students in veranda and outside of the campus. The perspective plans are implemented by principal with finance committee, headed by him/her self. It deals with the finance received for the various grants and amount received from other sources from overall development and maintenance of college. The financial requirements are proposed by various committees and the Principal approves it.

File Description	Documents
Paste link for additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>
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.

We understand that a leadership has to prove itself through achievements in fronts of the organization. Ours college is one institution imparting higher Education to learners with a purpose to make ready useful and enthusiastic citizens by achieving the set goals. This cannot be possible with a leader. The principal acts as a companion, guide, mentor, associate, helper and leader. These roles are fulfilled by constituting committees that work on behalf of head of the institution. This in fact is the formal arrangement for running the institution smoothly. These committees co-ordinate and monitor internal management of the college efficiently. A good leader is the one, who set goals and then realize those goals with the help of subordinates around him. All goals should be clear and feasible. All functionaries of the college are given such responsibilities that they have to act as leaders in one or the other programs. The institution has formed a number of activity committee and one leader from every committee has been given the responsibility of forming a working calendar for that committee and then putting that calendar into action. Sports activities like Badminton also promote leadership qualities. In team games a Coach is nominated who is made responsible for forming strategies to add quality of sports. Being an undergraduate college and four PG Study Centres we have proper departments, proper division of work is operational towards providing a decentralized and participative system in college.

A case study decentralized and participative management-

The college has 17 committees initially constituted and it is a indicative of distribution of work among the functionaries. More works are assigned to faculty and non-teaching staff as and when required. Guest faculty members are also assigned works other than teaching. This helps the institution but it helps them also as this creates a sense of belongingness and responsibility among them. Proper working plans are designed for smooth running of institutions. These plans are then given to concerning committees. The implementation of all working plans is regularly monitored by conveners and Principal. Regular meetings of the committees are held and all the points are recorded to be reviewed in the next meeting. Thus the power is also deployed to staff members by the Principal. The Principal exercises his powers to run the institution properly and in proper manner.

Second case study-

Participative management is achieved in the college by comprising

different committees. Each member of the committee is assigned individual duties towards those committees.

File Description	Documents
Paste link for additional information	<a href="http://www.rbcollege.ac.in">http://www.rbcollege.ac.in</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Over the past 60 years (Since 1960) the college has shown tremendous growth. If this is to be sustained, strategies must be formulated, communicated and implemented effectively. Only then is the institution "Built to Last". Both perspective and strategic plan documents are available in the institution. The following plans are projected after a discussion on the basis of analysis, assessment and estimates. Keeping in mind, the short term, medium term and long term development plans, the college always adopts a bottom-up approach with a strategic directive given from the top administration management.

### Strategic Plan

- Planned to introduce Science and Arts courses
- Offering PG courses through various excellence
- Introduce skill development and value oriented courses  
Implementation
- Extension activities were carried out through NSS and NCC
- Staff Development Programmes were conducted to enhance the skill and knowledge of the teaching and non-teaching staff
- More students from the socially deprived society were admitted with nominal fee prescribed by LNMU
- To identify and train the youth from rural areas in sports activities in the second campus
- Motivate all the PG pass out students to enroll in PhD on 2021 and qualify NET /SLET on 2021

- To Improve the employability skills of the students
- To encourage the students participating in co-curricular/ extracurricular activities
- To encourage the Faculty for Paper publishing & UGC approved national and international journal Publishing.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="http://www.rbcollege.ac.in">http://www.rbcollege.ac.in</a>
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.

#### ADMINISTRATIVE SETUP:

With the hands-on experience of the management, the Institutional Management is designed in a scientific way with transparency to get the optimum results out of it. A hierarchical sets up is established from top management to down the level clearly demarking the Duties, Responsibilities, Accountability and Authorities at every stage. Ramashray Baleshwar College has been established in 1960. It has an effective organizational structure which monitors and improves the institution. The over-all structure of the Institutional Management is categorized as "ACADEMICS" and "ADMINISTRATION". Keeping in view all the stakeholders more on students an effective administrative system is structured.

#### Functions of Key Administrative Positions:

##### PRINCIPAL

Principal looks after the Administration, development of education, growth & expansion of the institution.

To prepare all the agenda items, co-ordinate the conduct of meetings and arrange to follow-up all actions required.

To provide leadership, guidance, help implementation and monitor all the academic activities in compliance with the University.

To conduct internal, end and other examinations .

To initiate all the developmental activities, monitor the progress and report to the University.

To ensure and receive all departmental budgets in the prescribed form for every calendar year & for the next academic year.

To ensure the preparation of reports on various activities and also the annual report of College.

To become responsible for the general amenities and arrangements for students and employees of the College.

University Representative (UR) :

The Institution has a University Representative appointed by Lalit Narayan Mithila University, Darbhanga. It meets frequently and discusses the agenda prepared by the Principal. It reviews the performance of the institution and decisions taken in the previous meeting and also approves the policy decisions. The budget of the current academic year is finalized. All new proposals are discussed and decisions are taken.

Bursar

University Engineers

#### COMMITTEES

Every committee constituted at college level and department level have the faculty member as an In-charge with two or more faculty members as committee members.

Committee In charge will look after the committees program and operation.

These committees at college level assist the HODs in the discharge of their duties and smooth functioning of the college.

These committees at department level assist the Department Academic in the discharge of their duties and smooth functioning of the department.

Every committee has well defined roles and responsibilities at both levels.

Each activity conducted by the committee is as per the standard operating procedures laid down by the management.

#### HEAD OF THE DEPARTMENT

Department HOD prepares departmental workload as per the Lalit Narayan Mithila University/Government of Bihar syllabus, Allocation of workload in prescribed formats.

Coordinating with library, committee & prepare, update and standardize the student Handbook / Lab manuals.

Collect & Verify the course material to certify .

Coordinate with Library committee, TimeTable In-charge, Lab In-charge, Internal Examination In-charge for smooth class activities and midterm exams.

Preparation of list of weak students in each class and conduct bridge classes, slip tests.

Analysis result to conduct Remedial classes for failure students.

Ensuring to arrange cultural activities and Guest lectures, workshop & seminars.

Monitor the departmental issues, prescribed formats, attendance registers, worksheets and mentor/counseling report books, etc.

#### DEPARTMENT CO- ORDINATOR

Every Department has a Co-ordinator to monitor the, Time Table In-charge, Class In-charge (section wise), Lab In-charge, Internal Examination In-charge and Department level Committee In-charges.

All In-charges duties & responsibilities are well defined as per standard operating procedures with harmony .

The Institute has IQAC and the functions of IQAC are given below:

#### IQAC Functions:

IQAC is responsible for fixing quality parameters for various academic and administrative activities.

Monitoring the organization of class work and related academic

activities.

Conducting Internal Quality Audits periodically to verify the effectiveness of measures taken in reaching the quality parameters.

Documenting various programs/academic activities leading to quality improvement and reviewing their effectiveness in quality improvement/ sustenance.

**IQAC MEMBERS:**

S. No. Name Designation Role 1. Dr. Dilip Kumar Principal Chairperson 2. Professor (Dr.) Sanjay Jha Professor, Department of History (PG Study Centre) Coordinator 3. Dr. Dhiraj Kumar Pandey Assistant Professor, Department of Physics Co-coordinator 4. Dr. Deep Narayan Kumar Assistant Professor, Department of Geography Co-coordinator 5 Dr. Rajkishor Assistant Professor, Department of History Co-coordinator

**The Department Advisory Board (DAB) Responsibilities:**

Develop and recommend the Vision & Mission statement of the department & provide guidelines for formulation of programme educational objectives (PEOs) and Programme outcomes (POs).

Receive the reports of programme assessment committee and monitor the progress of the programme.

Look after the current and future issues related to programme.

Meet at least once in a year to review the programme.

**Programme Assessment Committee (PAC) Responsibilities:**

Preparation and submission of periodic reports on program activities, progress and status to management and key stake holders. Motivate the faculty and students to attend workshops, develop projects, working modules, paper publications and research.

Interact with students, faculty, program coordinators, class in-charges and external agencies in facilitating program educational objectives.

PAC shall meet at least once in 6 months to review the program and submits report to the Department Advisory Board (DAB).



Various Committees of the Institution: The Institution has 40+ committees for the effective functioning of the organization. The objectives and functions of the committees are organized as per the guidelines of the head of the institution. Institute Level Committees:

Academic Committee

Admin Committee

Admission Committee

Alumni Activities Committee

Anti Ragging Committee

Discipline Committee

Electrical Maintenance & Disaster Management Committee

Event Management Committee

Examination Committee

ICT/ E- Learning, NPTEL, MOOCS Committee

Infrastructure ,Maintenance and Repair Committee

IQAC Committee

Library Committee

NAAC Committee

NSS Committee

Program Assessment committee (PAC)

Project & Internship Committee

Resource & Development and Institution's Industry Committee

Remedial and Bridge Class Committee

Sports& Cultural committee

Student Grievance & Redressal Committee

Training & Placement Committee

Waste Management (a. E- Waste, b. Solid Waste, c. Liquid Waste)

Website Committee

Women Empowerment Committee

**Service Rules, Policies and Procedures:** The institution follows UGC/Government of Bihar University service rules, policies and procedures for effective functioning of the institution. All these are available at Principal's office, HOD's chamber, library, Examination cell, placement cell etc., and distributed among all the employees.

Advertisements are published in the state and national level newspapers for recruitment by Government of Bihar.

Interviews are conducted by a panel prescribed by Government of Bihar.

Preference is given to relevant qualifications, teaching, research and industrial experience.

A demonstration is taken from each person to understand the teaching capabilities and competency.

The guidelines of the UGC and Bihar University Act are followed during the recruitment of the faculty. The selected candidates are required to attend the university ratification process.

Supporting staff are recruited by Government of Bihar.

**Promotional Policies**

Based on the staff performance appraisal/CAS, they are promoted to higher levels through UGC/Bihar University Act Rules/ Government of Bihar.

**Qualification, Eligibility and Salary Structure as per UGC norms**

File Description	Documents
Paste link for additional information	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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

A. All of the above

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

### 6.3 - Faculty Empowerment Strategies

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

The Ramashray Baleshwar College has effective welfare measures for teaching and non-teaching staff ,

The existing welfare measures for teaching and non-teaching staff:

#### SOCIAL WELFARE

Institute participates in sweet and sour events of the employees' social life.

Institute arranges occasional Get Together.

Institute felicitates all teaching and non-teaching staff on 'Teachers' Day'.

Institute appoints its retired employees in its needs.

Institute allows State Government sanctions various proposals of reimbursement.

#### FINANCIAL WELFARE

Institute helps to find out temporary accommodation to newly appointed Teaching and Non-Teaching Staffs.

Institute offers Swagat Smman Samaroh to the employee on the day of joining and retirement.

Institute gives advanced payment in emergency.

Institute encourages for various academic projects.

Institute allows Duty Leave, Study Leave and Medical Leave and Earn Leave, On Duty Leave, etc.

Institute makes avail Advanced Salary through College fund.

Institute provides workshop/training to the teaching and non-teaching Employee.

File Description	Documents
Paste link for additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>
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)	<a href="#">View File</a>

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

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

3

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

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

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

4

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

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

There are two types of Performance based evaluation prescribed by University.

The first is called "PBAS [performance based appraisal system]" and the second is called "annual secret-report".

The PBAS provides a feedback of the faculty member. It helps them in understanding the changing needs of students. All teaching faculty member fill the prescribed format of PBAS for self-appraisal. This system encourages them to make excellent performance in teaching and learning. The institution has PBAS for assessment of teaching staff. The appraisal report is based on the annual performance of the employee on the basis of their academic, research and other extracurricular activities. This format [PBAS] is filled by the employee in a given prescribed proforma, which includes all the above set related to points and sub-points. The format contains 4 main parts. Part-A: general instruction, Part-B: Academic performance, Part-C: other related information [duly signed by the Principal], and Part-D: Comment on the self-assessment by the University. The main part, i.e., Part-B consists of 4 categories. Category-I includes "Teaching-learning and evaluation related activities". Category-II includes "Co-curricular, extracurricular and professional development related activities. Category-III includes "Research and academic contribution". Category-IV includes "Summary of the API" to be filled by the teaching faculty.

Another type of evaluation is called the secret-report of the employee. It is filled by all the teaching and non-teaching employees. It generally has two parts. The first part is filled by the employee. The last part is the evaluation by the Principal. It is then sent to higher authority of the University.

File Description	Documents
Paste link for additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>
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

The college conducts both internal and external financial audits regularly.

**External Audit---** External Audit is conducted by the following agency: (i) Team of Higher education of Government of Bihar . This team of auditors comes occasionally to audit. It is constituted by the Higher Education of Government of Bihar. (ii) Finance Department of the UniversityThe institution audits annually all the vouchers and bills of the expenditure. After checking the bills and vouchers, auditing the expenditures, the Chartered Accountant generates a certificate for the college.

**Internal Audit--** Internal audit is done by checking each bill and vouchers by Accountant and Bursar of the college. Every year the University constitutes.The Accountant maintains the cashbook, receipt, bills and vouchers. It is checked by the Principal and Bursar.

File Description	Documents
Paste link for additional information	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>
Upload any additional information	No File Uploaded

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

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

0

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

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

**FINANCIAL MANAGEMENT AND RESOURCE MOBILIZATION.**

A. The college gets financial aid from government in the form of the salary grant. The salary grant is exclusively used by the college for the salary of the granted staff member. The salary is now online by the Lalit Narayan Mithila University Treasuryoffice. It is credited in the bank account of the staff members. For other expenditures the permission from the Universityis obtained and after that the expenditure by following due process is carried out. The college prepares the budget in the begging of the year which is sent to the Universityfor their approval. After the approval is obtained the college carries out the expenditure by following the due process.

B. The college has a provision of statutory audit. The auditor is appointed by the University. At the end of the financial year, the audit is conducted by the statutory auditor. The audited statement is submitted to the Universityoffice in time. There are no major objections in the audit report.

. The audited income and expenditure statement is uploaded on College Website

D. The college is not in receipt of any other financial assistance other than mentioned in 6.4.3 above. The college has received the fund for the purpose of development of college. The received fund is allotted from the same purpose these funds are utilized: 1. Construction of toilet blocks in Library 2. Purchase and installation of Wi-Fi. 3. Purchase of Computer for Laboratories. These funds are received from Higher Education Department, Government of Bihar.

File Description	Documents
Paste link for additional information	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>
Upload any additional information	No File Uploaded

**6.5 - Internal Quality Assurance System**

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

IQAC is one of the major policy making and implementing unit in our college. It strives hard for upgrading the college infrastructure



and all support facilities to meet the standards of higher education and growing need of students. It assesses and suggests the parameters of quality education. However following may be two examples of best practices institutionalized:

**Academic Audit through IQAC :** The college takes academic audit of each department and various committees every year through IQAC to increase and maintain the quality of education. Academic Audit Committee is set up for this purpose. At the beginning of academic session, the committee collects academic plan including publication, extension activity, collaboration, innovative and best practices, assignment, ICT based activity, students competition, seminar and workshop supposed to organize for better performance. The Committee evaluated plan submitted by the departments and committees, twice in an academic session as per the academic plan and reviewed their academic progress. The report of the committee was submitted to the IQAC and the same is put in the College Development Committee for discussion, suggestion and approval. Due to implementation of such academic audit, it is found out that all departments and committees have been constantly improving their curricular, co-curricular and extra cocurricular performances.

**Implementation of Green practices in the campus:** The IQAC proposed to initiate various green practices to maintain eco-friendly college campus through the activities i.e. Tree Plantation, Paperless Work, Plastic Eradication, Clean and Beautiful Campus, No Vehicle Day, Save Power, Paper Bag Workshop, Awareness Programme on Renewable Energy and e- Waste Management. For the better implementation of green practices, IQAC distributed these activities among various departments.

IQAC constantly takes the feedback about the proper result oriented implementation of these activities through academic audit every year. Because of these practices, eco-friendly and pollution free college campus and social awareness about renewable energy and e-waste management is developed in the community.

**Use and enrichment of ICT infrastructure.**

The use of ICT tools has become an integral part in teaching -learning process.

IQAC always encouraged teachers to utilize these tools in classroom teaching and laboratories. IQAC prepares the plan to include the use and enrichment of ICT infrastructure expecting from each departments. The IQAC has advised the administration to enrich ICT

infrastructure by purchasing advanced ICT tools, broadband internet Wi-Fi facility.

Periodically IQAC has trained teachers and non-teaching staff to use ICT by arranging different workshop i.e. Google Apps, Video conference, use of e-mail, handling ICT instrument etc during COVID-19. The educational use of social media has also been utilized to establish communication with the students and peers. In teaching and learning, the feedback system is implemented to take the review of reliability and uses of ICT facilities.

File Description	Documents
Paste link for additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>
Upload any additional information	No File Uploaded

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

For first cycle- Incremental improvements made for the preceding five years with regard to quality;

For second and subsequent cycles- Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives) .

The internal quality assurance cell (IQAC) established on date-05/07/2012 in the college.

Since then its focus on improvement of quality is being done by various methods. For this 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.

Here is some example of it: Academic review in beginning of the session- There are 6 main meeting of academics is organized in a session. First-at the beginning of the session, second before annual examination and third, at last of the session. In this meeting the internal examination committee, HoDs of the departments, and college's permanent and Guest faculty meets. At the beginning of the new session, a new time-table is prepared, the academic calendar

of the university and college is discussed, and other committees for the college activities are constituted. Also, a discussion by HoD's on Result analysis is done in front of the Principal. Before annual examination, the instructions to invigilators, superintendent, workers and examination committee members are given by the examination center superintendent. In the formal meeting of IQAC, the review of Examinations Result is done. This is also called the academic audit. Here the Result analysis is prepared and tabulated. There are 4 PG courses in this college. The availability of teacher is done by Higher Education Department, Government of Bihar. The workload is more than the post sanctioned by the government. Use of ICT in teaching and learning: The IQAC motivates the HoD's to use the ICT. The HoD give the message, notices and online study material to students. For these purpose, many HoDs has created whatsapp group to provide Handouts during COVID-19 pandemic.

For students. The educational use of social-media has also been utilized to establish communication with the students and peers. Some classrooms have smart-boards. Here, in Smart Class Room projector is used. Teacher occasionally take, but not regularly their classes through smart-board, ppt presentation. Motivational lecture and guest lectures are also organized with the help of Smart-board/Projector/PPT presentation.

File Description	Documents
Paste link for additional information	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>
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)**

**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

The institution acknowledges the fact that today India is the youngest nation in the world with 69 percent of its population between 18 to 35 years of age. This demographic dividend that India achieved has to be harnessed for the progress of the nation. The institution is very keen on identifying the desires and aspirations of the new generation and the measures to enrich the abilities and professional skills of both boys and girls, without any discrimination. The institution rightly guides the students from their long journey from "human beings to being human" by sensitizing them on issues like gender, social harmony and tolerance.

a. **Safety and Social Security.** The institution accords utmost priority to the safety and security of not only the students but also of the staff, and ensures a fool proof vigilant system so that every student, especially girl students, will feel secured and protected to pursue their educational endeavors. In this regard myriad initiatives have been taken by the institution to foster gender equality and gender sensitization programs, thereby to ensure safety of girl students. To have a hawk eye, the institution installed CC (Close Circuit) cameras at key places in the campus and also in all the class rooms for a round the clock vigilance. In the beginning of every academic year personnel from "She Teams" are invited and an awareness program is organized to all the students on legal protections relating to girl's security. The institution has different committees such as Anti - Ragging Committee, Students Grievance Committee and Discipline Committee which are on heels to provide quick relief to the students and to ensure the maintenance of decent and moral atmosphere within the campus. The institution

has time and again organized gender sensitization classes for boys and girls to have a deep impact in their way of thinking. The institution feels that the security of the Girl students not only includes physical security, rather it includes emotional security of the students too. In this regard, the institution is providing counseling to the students who are prone to depression and who have suicidal tendencies.

b. Counseling: As it is said "as is our confidence, so is our capacity" the institution's relentless effort is to build confidence among the students to bring out the innate talents hidden in them. The institution identified that counseling can make a profound impact on the psyche of the students and helps them to navigate difficult life situations. To pursue this avowed objective, the college adopted 'Mentor - Mentee' system as the first step towards confidence building among the students. Each faculty is assigned with specific number of students to cater to their psychological and emotional needs. The institution established a Counseling Cell which includes 06 faculty members of which 50% are women. Students are ensured that the counseling shall be one - to - one and complete confidentiality will be maintained. Counseling provides not only an opportunity to the teachers to fathom student's attitudes, weakness and challenges, but also to provide the tools and insights to manage depression and distress. Besides providing personal counseling to the students, the Counseling Cell organizes Personality Development classes to all the students in general. Parent Teacher Platform (PTP) is one more bona fide measure adopted by the institution to receive feedback from the parents and at the same time acquaint them about the progress of their ward.

C. Common Room: A Common Room with an attached Wash Room is the primary facility required for the girl students to meet to their personal needs. As such the institution has provided a spacious Common Room to the girl students with adequate seating facility. News Papers and Magazines are made available to the girls in the common room. Besides the common room for the girls, there are separate wash room for boys and staff.

D. Day care center for young children Most of the girl students of our college come from rural areas and the chances of getting married in early age is not uncommon. Though the institution does not arrange for a day care center for the young children, adequate facilities are provided in the girl's common room for the lactating mothers.

File Description	Documents
Annual gender sensitization action plan	<a href="http://www.rbcollege.ac.in">http://www.rbcollege.ac.in</a>
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**

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	No File Uploaded
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**

**There are different types of wastes disposed in the college for which there is a proper system functioning. The following wastes are being disposed by the college:**

#### **Solid Waste Management**

**College has a place on its campus where the solid wastes materials are disposed. It is to notice that in the state of Bihar keeping a particular place for dumping the solid waste is in its culture. Keeping this in view, the college also manages its solid waste management system. However, there does not exist more waste from college.**

**Liquid Waste Management: The waste water is carried out through the pipeline.**

**Biomedical Waste Management: There is no biomedical waste management system in the college.**

**E-waste Management:**There is no e-waste management system in the college.

**Waste recycling system:**There is no system of Waste recycling in the college.

**The e-medical Waste Management:**There is no e-medical waste management system in the college.

**Hazardous chemicals and radioactive waste management:**There is no Hazardous chemicals and radioactive waste management system in the college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>
Any other relevant information	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** D. Any 1 of the above

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

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following**  
**1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**B. Any 3 of the above**

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

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

**D. Any 1 of the above**



File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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).

Ramashray Baleshwar College has always been at the forefront of sensitising students to the cultural, regional, linguistic communal and socioeconomic diversities of the state and the nation. Being a Ramashray Baleshwar College, which takes its vision and mission from its donor Respected Late Ramashray Chaudhary and Baleshwar Chaudhary, who fought for an inclusive society in the 20th century Bihar, which was caste ridden and inhuman. College believes in an inclusive and harmonious society. The College always encourages the students to organise and participate in different programmes organised by college, inter-college, university and other Government or nongovernment organization to make them sensitize towards cultural, regional, linguistic, communal and socio economic diversities. The college organizes various programmes to ensure harmony among students by making awareness about different minorities in the society. Regional, linguistic and cultural diversity of the NCC and NSS unit in the college play a vital role in promoting inclusive environment towards cultural, regional and socioeconomic diversities among students. The students have wider opportunity to explore their talents and skills through organizing camps. NCC provides various local, national, and international camps for their cadets to explore these diversities. The Activities are presentation on history, geography, economy, good practices, cultural heritage, festivals, customs & traditions of the states. Learning the language of other states and Interacting in those languages is one of the highlights of national integration camps. In addition, learning resources about cuisine and food habits, tourism sites and cultural programmes of the states are shared extensively. Students and staffs of the college celebrate festivals like Holi, Diwali, Id, etc. every year with enthusiasm. Departments and college student union organise different games, performances which

ensure unity among students from various communities. The college celebrates this season as an opportunity to inculcate values like loving everyone, caring the needy, and sharing with family and society. Different departments of the college and the College Student Union organise different programmes for staffs and students like singing competition and essay competition. The children are encouraged to mingle with downtrodden of the society to make them sensitive to condition of the living of ordinary people and develop a sense of sharing, helpfulness and make them think about the programmes to alleviate poverty and empower. To develop tolerance and harmony towards socio-economic diversities among students, a programmes is design and implemented by College. The Alumni Association organises annual meet every year in the beginning of new-year to promote harmony among students and staffs.

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

**Constitution Day:** Constitution Day is celebrated on 26th November every year. The programme initiates with Preamble reading of the constitution followed by lectures on the sensitization of students on responsibility towards the constitutional values, rights, duties and responsibilities of citizens. Students are encouraged to participate in activities like essay competition on the related themes. viz. 'Social and Economic Thoughts of Dr. B. R. Ambedkar'.

**Responsibilities and Ethics--** In Postgraduate course students have the professional ethics subject as a part of curriculum with the objective to acquaint with the ethics in research in connection with their contribution society. Environmental science constitutes the part of PG curricular teaching and evaluation to sensitize the students on the preservation the ecosystem and environment. Students are also sensitized to adapt green practices, conservation of natural resources, alternative source of energy and renewable energy.

Every year Institute celebrates Republic Day, Bihar Day and Independence day. The celebration is attended by Students, Teaching

and Non-teaching Staff, Invitees, guests and any attendees. Flag hosting with National anthem and oath of national integrity followed by distribution of sweets is the regular decorum of the programme. The curriculum of PG course to teach or sensitize the students on the professional code of ethics, their duties and responsibilities as a professional while delivering their duties to the society. Every year institute organizes blood donation camp in association with NCC and NSS unit of the College. The students are sensitized on the importance of the activity and are encouraged to participate in saving the life of citizens of India. \

Road Safety Rally --The NSS/NSS students are encouraged to participate in the activities of spreading the awareness among citizens on social issues like road safety.

#### Kisan Day

Cleanliness/Plantation drive Students consistently and regularly participate in the cleaning activities on the several occasions including Mahatma Gandhi Jayanti on October 02, every year. Moreover, students are encouraged for active participation in the plantation. Induction of the students on values, rights, duties and responsibilities Students are made aware about the code of ethics, human values, rights, duties and responsibilities as a citizen of India during induction as well as other programmes throughout year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
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**

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	No File Uploaded
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

Speech Competition / Essay Competition is done on 15th August every year on the occasion of Independence Day.

Hindi Diwas is celebrated on 14th September to celebrate the adoption of Hindi as the official language of the country.

International Mother Language Day is observed on 21st February, with the aim to promote the preservation and protection of our mother language.

International women's day is celebrated on 8th March.

World Environment day is observed every year on 5th June.

World Water Day was celebrated on 22nd March.

International Yoga Day is celebrated since 2015, on 21st June.

Kargil Vijay Diwas and Army Day have been respectively celebrated on July 26, as per the notifications from the Government of India/LNMU, Darbhanga.

National Youth Day is celebrated every year on 12th January on the occasion of birthday of Swami Vivekananda.

National Voters' day is celebrated every year on 25th January.

National Unity Day is celebrated on 31st October.

Rajendra Prasad Day

**Sardar Vallabh Bhai Patel Day**

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

**7.2 - Best Practices**

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

**Best Practices**

The college was established in the year 1960 with minimum number of permanent faculties, right from the beginning, strived their best to introduce many good practices which are helpful to the student's community. Some of the good practices of the institution

1. Environment protection activity through ISR and department clubs.
  2. Providing scholarship to the students & Awarding the Best outgoing students
- Best Practice-1: Environment Protection:**  
**Objectives of protecting the Environment:** 1. To make each individual responsible for the environment 2. To plant more saplings to conserve the biological diversity. 3. To create awareness among the stakeholders. **The Context:** The environment is getting polluted across the world which is harmful to the existence of the human, animal, and plant life because the toxic material or waste such as gracios pollutions, industrial effluents, and electronic wastage are getting added to water bodies and the environment. It is mainly because of urbanization and industrialization. If enough steps are not taken, this will take altogether a different share causing heavy damage and threat to life. In this context, College aims in creating awareness among students and staff so that our stakeholders can in turn spread the message in the society and make every citizen aware of the importance of the environment. **Practice:** The college has been organizing the world Environment Day every year and each year, plant the saplings in the college campus and also distribute the pamphlets in the surroundings. The other activities includes save electricity, water and global warming. The Institute organizes the ISR activities in which environment programs is one among this. These activities are conducted to create an awareness to save the

natural environment & spread the message to save the earth, for this the college celebrates World Environment Day every year on 5th June. The college planted more than 200 saplings in the campus in last three years. The students & staff are also informed to bring awareness among the people in their locality and plant saplings in and around in order inculcate the habit of growing plants & promote the environment protection. Evidence of success: The practice has shown wonderful results in which the students & staff are motivated, not only planting the saplings in locality but also participated in programs relating to environment protection by the way of planting the sapling and creating awareness among the people in the society towards environment protection, save water, electricity, save fuel etc. Water pollution, Air pollution, Global warming, climate change will have the adverse effect on human beings, animals & nations on this planet, if stops. Problems encountered: It was difficult to convince the students and the success depends mostly on how stakeholders take this issue seriously, however, the problems had been overcome, wherein a good number of students and staff have participated in the program organized that connected to environment protection. The financial resources need for this implication of this cause met by the management. Also it had to face the issues of making adjustment in the time table a couple of times to arrange the activities, however it served the purpose in a fruitful way. Enabling the stakeholders to understand and work in this direction to have wonderful world in its natural way.

## Best Practice 2. Counselling Activities

### OBJECTIVES OF THE PRACTICE:

1. To provide leadership training to students. 2. Motivate students to be socially aware and responsible citizen. 3. Help to enhance the all-round personality of the students. 4. To promote aesthetic development, character building and organizing capacity. 5. Activities help the talents of the young minds and give them an opportunity to develop their specialized skills.

### THE CONTEXT

Each department plans activities which compliment but are not part of the conventional academic curriculum. Participating in them not only develop student's academic potentials but also other aspects of their personality such as self-esteem, self-confidence, social cooperation and leadership skills. Activities should be educationally relevant so that they can associate with it. The sole goal of education should be to ensure the holistic development of

students. Holistic development is basically the development of everyone's intellectual, emotional, social, physical, artistic, psychological, creative and religious values. Activities develop hidden skills of students and provide an opportunity to the students to share their creativity. They are also open to students who show exceptional skill in their studies and are able to develop ahead of their peers.

#### THE PRACTICE

Literary and co-curricular activities are organized by each department for the development of linguistic skill and mental faculties. Debate, discussion, speech, story writing, essay writing are some of the literary and academic activities. Activities supplement and compliment the entire aesthetic as well as spiritual development, which are the essential components of education. It helps in developing features like communication skill, creativity and organizing skills and are a good platform to excel.

#### EVIDENCE OF SUCCESS

Each year every department forms the departmental council from amongst the students enrolled in that subject position like president, general secretary, class representative etc. Departmental council activities not only make the students active and energetic but also enable to harness the in-depth potential of student. It enhances knowledge in many domains, which benefits the student as well as college; activities are good platform to promote leadership quality. Creativity form of expression serve as nourishment for the soul. Every year each department conducts many programme/activities under association. These activities provide the opportunity to the learner for self-expression. Activities have academic and literary activities like Debates, pot decoration, rangoli, singing develop aesthetic sensibility of the learner. These are helpful in unfolding and extracting the hidden beauty in the mind of students. Cultural activities provide better knowledge and understanding of our rich culture heritage.

**PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED** Sometimes the enthusiastic participation of the students is not as satisfactory as it expected the girls student especially from the rural background depict some hesitation to participate in such activities.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

### 7.3 - Institutional Distinctiveness

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

The college successfully implemented the Year/semester system in OG which was introduced by Lalit Narayan Mithila University. The focus is on skill development, career oriented programs, industry visit, industry - academia interaction and college have brought all these aspects under curriculum implementation and enrichment. Special attention is given to weak students especially belonging to SC/ST., OBC and minority groups. The students of College are not only guided to achieve excellence in the education but are thoroughly equipped with the knowledge of social perseverance and environmental sustainability. In academic, students of PG IVth Semester, Department of History (PG Study Centre) has secured continued (1 to 9) 9 Rank out of 10 in entire merit list of University related to same subject. It lays special effort on students understanding of current environmental crisis and through its various schemes like energy conservation, waste management, rain water harvesting, plantation drives urges them to become eco friendly citizens. College in its endeavor to implement its curriculum incorporating its mission and vision with contemporary issues has evolved a number of best practices like Prayer Assembly, Annual Theatre, Knowledge Centre, The Co curricular Activities etc. just to name a few of them.



## 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

At the commencement of the Academic year, the Academic calendar is prepared by the Academic Staff College Committee. The teachers prepare the teaching plan of their respective subjects. The teaching plan is verified by the Head of the Department/Principal/Convener of Academic Committee. There is sufficient flexibility in the teaching plan, so as to adopt the changes if any. The evaluation of the students is carried out periodically as per the norms of the LNMU, Darbhanga. The college ensures effective curriculum delivery through its consistent efforts. The college fully adopts the curriculum as prescribed by the University. The college teachers follow the teaching plan in the schedule of their working hours. The syllabus is already divided in the number of hours in which each teacher is supposed to engage. The periodic tutorial / class test / examination are conducted in order to assess the understanding of the students. The examination results are reviewed and thereafter through new academic plan weaker students are taught again. The college teachers use PPT and other technical gadgets for lucid presentation of subject concern. Practical, theoretical and oral examinations are conducted. The curriculum compliance is integral to responsibilities of the staff which is completely achieved by the college.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>

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

The institution adheres to the academic calendar for the conduct of CIE Academic calendar is prepared by Lalit Narayan Mithila University, Darbhanga. In the beginning of the academic session, the students are apprised of academic calendar and same is uploaded on college website and displayed on notice boards and at

strategic locations. The institution adheres to the academic calendar for the conduct of CIE. The institution always believes in effective time management and timeliness. The IQAC prepares the final academic calendar in line with the University Academic Calendar. The activities in the academic calendar include:

Induction/Semester commencement date

Admission/Sent-up/Registration date

Routine

Working days and Holidays

Test Days/CIA/Quiz date

Days of assignment/projects submission

Department staff meeting

Remedial/doubt classes

Field visits/Study tours

Cultural/Sports and Nation Building activities

Orientation/Seminar/Conference/Workshop, etc.

Parents meeting

Alumni meeting

Tentative date of university practical and theory exams .

The Institution sticks to the academic calendar published by the University for Respective Courses which allows the teachers and the students to space out their teaching and learning assessments.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>

<p><b>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</b></p>	<p><b>E. None of the above</b></p>								
<table border="1"> <thead> <tr> <th data-bbox="86 640 547 714">File Description</th> <th data-bbox="547 640 1449 714">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 714 547 898">Details of participation of teachers in various bodies/activities provided as a response to the metric</td> <td data-bbox="547 714 1449 898" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="86 898 547 965">Any additional information</td> <td data-bbox="547 898 1449 965" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	Details of participation of teachers in various bodies/activities provided as a response to the metric	<b>No File Uploaded</b>	Any additional information	<b>No File Uploaded</b>			
File Description	Documents								
Details of participation of teachers in various bodies/activities provided as a response to the metric	<b>No File Uploaded</b>								
Any additional information	<b>No File Uploaded</b>								
<p><b>1.2 - Academic Flexibility</b></p>									
<p><b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b></p>									
<p><b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b></p>									
<p><b>4</b></p>									
<table border="1"> <thead> <tr> <th data-bbox="86 1303 547 1377">File Description</th> <th data-bbox="547 1303 1449 1377">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1377 547 1451">Any additional information</td> <td data-bbox="547 1377 1449 1451" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 1451 547 1525">Minutes of relevant Academic Council/ BOS meetings</td> <td data-bbox="547 1451 1449 1525" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="86 1525 547 1644">Institutional data in prescribed format (Data Template)</td> <td data-bbox="547 1525 1449 1644" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	Any additional information	<a href="#">View File</a>	Minutes of relevant Academic Council/ BOS meetings	<b>No File Uploaded</b>	Institutional data in prescribed format (Data Template)	<b>No File Uploaded</b>	
File Description	Documents								
Any additional information	<a href="#">View File</a>								
Minutes of relevant Academic Council/ BOS meetings	<b>No File Uploaded</b>								
Institutional data in prescribed format (Data Template)	<b>No File Uploaded</b>								
<p><b>1.2.2 - Number of Add on /Certificate programs offered during the year</b></p>									
<p><b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b></p>									
<p><b>000</b></p>									

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

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

000

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

000

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

## 1.3 - Curriculum Enrichment

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

This college effectively integrates ( the prescribed UG and PG Courses of LNMU, Darbhanga) cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics and leads to a strong value-based holistic development of students. Various activities are organized throughout the year as part of the curriculum that help in this endeavour.

1. Gender Sensitivity: The related courses are an integral component of various PG programmes. Students are sensitized and encouraged to work towards gender equity from a cross-cultural perspective. Gender sensitization camps are organized in slums and rural areas through NCC/NSSt that include, women's rights, human rights, child rights, gender justice and gender equality.

2. Environment and Sustainability:UG and

PG courses involve integration of water quality, air quality, education and healthcare, innovation. A compulsory core course on Environment studies is included in all PG programmes. Environment awareness camps, ???? ?????? ??????, seminars, guest lectures, Environment Day, Earth Day and Water Day are organized and annually celebrated.

3. Human Values and Professional Ethics: The curriculum has the following compulsory core courses in all PG programmes specially focused on the development of human values and professional ethics. The Institute also has a Model Code of Ethics to curb various malpractices.

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	<a href="#">View File</a>

### 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	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

<b>1.3.3 - Number of students undertaking project work/field work/ internships</b>	
1250	
<b>File Description</b>	<b>Documents</b>
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>
<b>1.4 - Feedback System</b>	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	A. All of the above
<b>File Description</b>	<b>Documents</b>
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	A. Feedback collected, analyzed and action taken and feedback available on website
<b>File Description</b>	<b>Documents</b>
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://www.rbcollege.ac.in/igac/">http://www.rbcollege.ac.in/igac/</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	

<b>2.1.1.1 - Number of sanctioned seats during the year</b>	
4230	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>
<b>2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)</b>	
<b>2.1.2.1 - Number of actual students admitted from the reserved categories during the year</b>	
2293	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>
<b>2.2 - Catering to Student Diversity</b>	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>To identify advanced and slow learners, we conduct "student induction" programme. Through this event students are introduced with teaching-learning and evaluation program, college discipline, various academic and other schemes along with development and achievements of the college, students' support services. As early as possible, we identify slow and advanced learners amongst the students through class-room discussion, question and answer method, by considering their subject knowledge and previous year's performance, From second year onwards; we consider their performance in the classroom and the university examinations. The academic performance of the students helps in identifying the slow and advanced learners.</p>	
File Description	Documents
Link for additional Information	<a href="http://www.rbcdalsin.ac.in">http://www.rbcdalsin.ac.in</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
3823	16

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

The College practices a teaching methodology which focuses on imparting education through a student centric approach. The teacher facilitates learning by allowing each individual student to comprehend at their personal level by ensuring their involvement in class activities so that they can absorb and grasp information at their own pace. Teachers make classes as interactive as possible and encourage innovative thought and novel interpretations. Audio- Visual methodology, Language Lab, Google Classroom, Industrial Visits, Field Work and Projects are some of the means utilized by the Departments to provide experiential and participative learning.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="http://www.rbcdalsin.ac.in">http://www.rbcdalsin.ac.in</a>

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

The College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the College ICT Tools:

1. Projectors- 4 projectors are available in different classrooms/labs
2. Desktop and Laptops- Arranged at Computer Lab and Faculty



cabins all over the campus.

3. Printers- They are installed at Labs, HOD Cabins and all prominent places.

4. Photocopier machines - Multifunction printers are available at all prominent places in the College.

5. Scanners- Multifunction printers are available at all prominent places.

6. Seminar Rooms- Three seminar halls are equipped with all digital facilities.

7. Smart Board- 3 smart boards are installed in the campus.

8. Auditorium- It is digitally equipped with mike, projector, cameras and computer system.

9. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom.

10. MOOC Platform (NPTEL, Coursera, SAP, Udemy, Edx etc.)

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>

**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**

22

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

## 2.4 - Teacher Profile and Quality

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

16

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

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

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

13

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

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

#### 2.4.3.1 - Total experience of full-time teachers

106

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

## 2.5 - Evaluation Process and Reforms

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

The college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal/HoDs/Convenors hold meetings of the faculties and direct them to ensure effective implementation of the evaluation process. The weightage for the unit tests varies as per the concerned faculty. The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the poor performing the students after their assessment. Students appearing for Second /third year are asked to deliver the seminars of the concerned subject. Topics are given by their teachers to the students to prepare for power point presentation. For transparent and robust internal assessment, the following mechanisms are conducted :

Internal Examination Committee.

Question Paper Setting.

Conduct of Examination .

Result display

Interaction with students regarding their internal assesement.

Viva-voce

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>

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

Mechanism to deal with examination related grievances is transparent, timebound and efficient. There is complete transparency in the internal assessment. The criterion adopted is as directed by the university: At the beginning of the Semester/Session, faculty members inform the students about the various components in the assessment process during the semester. The internal assessment test schedules are prepared as per the university and communicated to the students well in advance. To ensure proper conduct of formative tests, two invigilators are assigned to each hall. Evaluation is done by the course handling faculty members within three days from the date of examination. The corrected answer scripts at random are verified by HoD/Principal to ensure the standard evaluation process.

Redressal of grievances at University level: The queries related to results, corrections in mark sheets, other certificates issued by university are handled at LNMU examination section after forwarding such quires through the college examination section. Students are allowed to apply for revaluation, recounting and challenged evaluation by paying necessary processing fee to university if they are not satisfied with the university evaluation through college.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>

## 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.

The College adopts Outcome based education rather than input oriented well shaped curve of learning. The following mechanism is followed by the college to communicate the learning outcomes to the teachers and students.

Graduate attributes are described to the first year students at the commencement of the programme.

At least five hours are spent by the teachers for introducing the subject to the Students.

Learning Outcomes of the Programs and Courses are observed and measured periodically.

Soft Copy of Curriculum and Learning Outcomes of Programmes and Courses are uploaded on the Collegewebsite for reference.

The importance of the learning outcomes has been communicated to the teachers in every IQAC Meeting and Staff Meeting.

Identify the most relevant concepts that arise in everyday life, and devise a strategy in order to arrive at the solutions in the respective subjects and are made to understand the connection between key concepts and applications.

Use basic laboratory equipment correctly and effectively in order to conduct measurements, and analyze and interpret the results, including a quantitative understanding of uncertainties. Locate existing scientific research relevant to a given topic, and evaluate its accuracy.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>
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.

The assessment tools and processes used for measuring the attainment of each of the Program Outcomes is mentioned below:

Method of assessment of the program outcomes and Program Specific outcomes are assessed with the help of course outcomes of the relevant courses through direct and indirect methods.

Direct methods are provided through direct examinations or observations of student knowledge or skills against measurable

course outcomes.

The knowledge and skills described by the course outcomes are mapped to specific problems on University Examination, internal exams and home assignment.

Finally, program outcomes are assessed and Program Assessment Committee concludes the Programme Outcome attainment level. At the end of each semester/year, university conducts examinations based on the result published by university the course outcomes are measured. Assignments are given at the end of each module. Three internal tests are conducted per semester for the following purposes:

To ensure that students have achieved desired level of competencies at module level.

To evaluate, whether corresponding Course Outcomes are achieved or not.

According to the performance of the student in answering each question, mapping is carried out with the respective COs for assessing the attainment level of the specific CO of the subject.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>

### 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

1913

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>

## 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)**

<http://www.rbccollege.ac.in/igac/>

## 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)**

00

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**

00

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

4

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

### 3.2 - Research Publications and Awards

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

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

10

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

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



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

4

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

**3.3 - Extension Activities**

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

The College organizes and participates in various extension activities with a dual objective of not only sensitizing students about various social issues but also contribute to community and strengthen community participation. The NCC and NSS college units take part in various initiatives like organizing camps, Swachh Bharat initiatives, blood donation camps, awareness programmes on AIDS prevention, Suicides prevention etc. This joint venture encourages and facilitates various extension programmes. Events like World Consumers Rights Day, International Yoga Day, see large participation of the students who take up activities in collaboration with other agencies/NGOs to spread awareness. Awareness about Consumers' rights and duties is significant in the process of economic development of the country. India is the birth place of Yoga and by participating in International Yoga day students become global stakeholders in ensuring healthy body and mind. Participation in NSS Republic Day Celebrations in College, Adoption of Village, Anti- Tobacco rally, Peace Rally, WoW (Wealth out of Waste) connects students with the larger social issues in the community and makes them socially responsible sensitive.

File Description	Documents
Paste link for additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>
Upload any additional information	No File Uploaded

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

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

0

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

**3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year****3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

16

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

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year****3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

260

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

### 3.4 - Collaboration

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

1

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

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

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

2

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The College encompasses a well maintained lush green campus ensuring adequate availability and optimal utilization of physical infrastructure for teaching learning activities.

**Classrooms:** college encompasses sufficient number of well-furnished, well ventilated, spacious classrooms equipped with LCD projectors for conducting theory classes.

**Technology Enabled learning facility:** The College has ICT Classrooms where the provision of Multimedia learning, Wi-Fi connectivity and internet access is given.

**Seminar Hall:** The College has oneseinar hall. it is regularly used for conducting national / international seminars at the college. The students are promoted for active involvement in paper presentations, group discussions, etc.

**Laboratories:** All laboratories are well equipped with state of the art equipment and facilities. All the laboratories are established as per UGC norms. These labs are utilized for conducting practical classes as per the requirements of the curriculum. Labs are also utilized for technology learning & training as a part of teaching contents beyond the syllabus.

**Wi-Fi:** The entire campus is Wi-Fi enabled with 24/7 internet facilities to the students and staff.

**Central Library/Reference Section:** Our central library is fully computerized by automating the issue of books with bar code reader.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://www.rbcollege.ac.in">http://www.rbcollege.ac.in</a>

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

The College integrates sports and extra-curricular activities as essential components. This is done not only for participation but

also for assessment of students. It has adequate facilities for sports, games and cultural activities. The College has one large playground and one Indoor Stadium with provision for multiple games, such as, Badminton, Athletics, Cricket, Football and Volleyball. Another field provides Lawn Tennis courts. Indoor and outdoor badminton courts are available. All faculties have well-equipped assembly halls for organizing annual functions and cultural events. Major cultural events are organized at the majestic Hall. Intra-faculty and inter-college games and sports competitions are organized regularly every year for students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>

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

6

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

6

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

52

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

## 4.2 - Library as a Learning Resource

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

The College library is located in a separate two storied building with mezzanine flooring situated very close to the main block. The collection includes approximately 32,000 books, 58 journals, 26 magazines, During the last five years approx 5000 books were bought. The collection of books include documents covering a wide range of subjects from English literature, Natural sciences, arts, history and social sciences, languages, etc. The library is automated, and has a spacious reading hall and reference section . The reading area can accommodate 100 users at any point of time. The library is automated with integrated library management software SOUL 2.0 (Software for University Libraries) of INFLIBNET. The various housekeeping activities of the library such as data entry, issue and return and renewal of books, member logins etc are done through the software. The books are being bar coded and the users are given unique barcode ID. . The new books are displayed for two weeks on the display stand. User orientation is provided at the beginning of the year regarding the various facilities services and resources available in the library. The library provides reprographic service and internet service.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>

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

D. Any 1 of the above

resources	
File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>	
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
20,000	
File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>
<b>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)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	
100	
File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded
<b>4.3 - IT Infrastructure</b>	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	
IT facilities have been updated on regular basis. Also, new IT equipment has been purchased as per the requirements.In session 2020-21, more than 50desktopare in used. This lab is used for	

Data Science Lab/Project Work.Overall in every year, our computer laboratories were upgraded or new laboratories set up for new requirements.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>

#### 4.3.2 - Number of Computers

30

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

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

A. ? 50MBPS

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

#### 4.4 - Maintenance of Campus Infrastructure

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

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

52



File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

**Maintenance of Library Facilities:** The books and journals are maintained against disfiguring. Book binding is carried out on regular basis for damaged books to avoid further damage. Library Committee has been constituted for co-ordination in respect of learning resources.

Procurement of new books and renew of journals and recommendation for additional books .

Updating and maintaining of all library records .

Update and upgrade the library contents, periodically as per updates in curriculum  
**Computers:** The college has an adequate number of computers with internet connections and utility softwares. IT infrastructure is maintained by the head, IT Coordinator along with departmental coordinator.

**Classrooms, Conference Hall:** Classrooms and International Conference hall are provided with enough seating capacity and LCD projectors. Cleanliness of class rooms and International Conference hall is maintained on regular basis. Working condition of audio system, LCD projectors etc. is done on regular basis.

**Laboratory:** Laboratories are regularly maintained by the Laboratory attendant.

**Maintenance of other support systems:** Housekeeping for regular cleanliness of corridors, washrooms, classrooms, laboratories and premises is done by external agencies. Sanitizing of washrooms is done on regular basis.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://www.rbcollege.ac.in">http://www.rbcollege.ac.in</a>
<b>STUDENT SUPPORT AND PROGRESSION</b>	
<b>5.1 - Student Support</b>	
<b>5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
<b>5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
796	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>
<b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>	
<b>5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>	
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)	<a href="#">View File</a>

<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>
<b>File Description</b>	<b>Documents</b>
Link to institutional website	<b>Nil</b>
Any additional information	<b>No File Uploaded</b>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>1000</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>1000</b>	
<b>File Description</b>	<b>Documents</b>
Any additional information	<b>No File Uploaded</b>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>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</b>	<b>A. All of the above</b>

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

## 5.2 - Student Progression

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

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

3

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

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

2

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

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

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

**government examinations) during the year**

4

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

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

2

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

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 )

**Name of the committee/Cell Students representation****Academic Monitoring Committee****Admission Committee****Alumni Cell****Antiragging Committee & Antiragging squad**

Career Counseling Cell

Code of Conduct Committee

Competative examination

Cultural Committee

Discipline Committee

Entrepreneurship Development Cell

Examination Committee

Grievance Redressal Cell

Hostel Committee

IQAC

Library Committee

Maintenance Committee

Minority Cell

NSS

Printing & Magazine Committee

Publicity Committee Yes

Skill Development Committee

Sports Committee

Student Union

Student Welfare Committee

Women Empowerment Cell

Historical Research Cell

File Description	Documents
Paste link for additional information	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>
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

00

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

### 5.4 - Alumni Engagement

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

Ramashray Baleshwar College has an active Alumni Association, which is under registration of Government of Bihar. There are around 500 alumni registered in the association. The RB College Alumni Association has one old Alumni Association which is operated by Department of History of College from which the students have passed out till date. Alumni Association works to promote the bond of brotherhood among the alumni and to help the Institution and its students grow in all the aspects. In order to achieve the same the Alumni association:

Helps in creating opportunities for the students.

Provides valuable feedback that helps in providing enriching insights in various areas to the institution.

Promotes sharing of experiences and knowledge among the various stakeholders.

Strives to create a platform where the students help the institution to have a state, national and global platforms.

Participated in Balan Bachao Abhiyan

Helps in Flood Relief Program.

Sponsors Smman Samaroh

Participated in Jan-Jivan Hariyali Yojna and Madh-Nishedh Program sponsored by Government of Bihar.

This Forum is actively involve in sports and co-curricular activities of the College.

This Forum gives special thrust on Gender Development.

During COVID-19 Alumni Association operated Awakening Program and Distribution of Mask and Sanitizer.

Plantation Program initiated by RB College Alumni Association.

Time to time Quiz , Historical and Scientific discussion and how to prepare for Competitive Examination, etc. are organized by this forum.

Alumni Association actively involves in socio-cultural activities of the College and up to University Level.

File Description	Documents
Paste link for additional information	<a href="http://www.rbcollege.ac.in">http://www.rbcollege.ac.in</a>
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

The college follows its vision and mission to serve better for students. The governance of the college matches vision and the mission of the college. In the last eight years the college marched towards progress in its all dimensions. We succeeded in attracting students not only from this district but also from bordering districts. Number of students increased tremendously. The college has also taken steps for improving teaching-learning and infrastructure of the college. Our vision and the mission are as follows:

#### MISSION

To provide quality education to all students irrespective of any discrimination and socio-economic status to uplift the society as a whole.

To maintain excellent academic standard through innovation and effective teaching learning method in a joyful environment under Offline and Online Medium.

To mould the student as a golden citizen.

To create a learner-friendly environment to make learning a joyful and fruitful experience.

To foster scientific skills and academic excellence in this rural area.

#### VISION

Empowerment of common rural students through quality education to meet the global challenges at the lowest cost.

#### GOALS AND OBJECTIVES

To achieve academic excellence.

To compete them at national and international level in all areas of life.

To develop leadership qualities.

To develop all round personalities of the students.

To provide orientation to students towards research.

To promote the faculty towards quality research and examination.

#### Core Values

1.Pursuit of Excellence through Education

2.Social Responsibility and Civic Awareness

3.Honest and Moral Uprightness

4.Empowerment through Education

5.Faith in its Own Capabilities

6.Respect for Life and Creation

7.Academic Excellence

8.Continuous Improvement in Education

9.Institutional Awareness and Practicability

10.Value and Outcome Based Education

11.Inspiring Campus Environment

12. Development of Personality fully based on Indigenous Feeling

The governance of the institution is reflective: The empowered team of the college involves Principal, Academic Staff Committee, Teaching-staff, IQAC committee, NAAC Committee, Development Committee, non-teaching and supporting staff, student's union, student representative and alumni. The principal monitors the mechanism regarding administration and academic process. It also ensures proper functioning of the policies, rules and action-plans of the college with the help of different running committees within the Campus. There are many committees to support the vision and mission of the college. For example, these are Examination cell, NSS, NCC, carrier and counseling cell, Historical Research Cell, library and sports committee, cultural

and literacy committee, internal examination committee, antiragging committee, college-magazine committee, disciplinary committee, scholarship committee, routine committee, Media and Public Relation Cell, grievance redressal committee, etc. All the committees take its responsibility for the plans and activities, and successfully tackles these responsibilities in every academic session. For academic performance meetings with HoD's and faculty of various departments is done. Also, the teaching-progress is checked monthly by teaching register. Principal continuously monitors each room individually by visiting class time to time for teaching-class, class room activities, movement of students in veranda and outside of the campus. The perspective plans are implemented by principal with finance committee, headed by him/her self. It deals with the finance received for the various grants and amount received from other sources from overall development and maintenance of college. The financial requirements are proposed by various committees and the Principal approves it.

File Description	Documents
Paste link for additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>
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.

We understand that a leadership has to prove itself through achievements in fronts of the organization. Ours college is one institution imparting higher Education to learners with a purpose to make ready useful and enthusiastic citizens by achieving the set goals. This cannot be possible with a leader. The principal acts as a companion, guide, mentor, associate, helper and leader. These roles are fulfilled by constituting committees that work on behalf of head of the institution. This in fact is the formal arrangement for running the institution smoothly. These committees co-ordinate and monitor internal management of the college efficiently. A good leader is the one, who set goals and then realize those goals with the help of subordinates around him. All goals should be clear and feasible. All functionaries of

the college are given such responsibilities that they have to act as leaders in one or the other programs. The institution has formed a number of activity committee and one leader from every committee has been given the responsibility of forming a working calendar for that committee and then putting that calendar into action. Sports activities like Badminton also promote leadership qualities. In team games a Coach is nominated who is made responsible for forming strategies to add quality of sports. Being an undergraduate college and four PG Study Centres we have proper departments, proper division of work is operational towards providing a decentralized and participative system in college.

A case study decentralized and participative management-

The college has 17 committees initially constituted and it is a indicative of distribution of work among the functionaries. More works are assigned to faculty and non-teaching staff as and when required. Guest faculty members are also assigned works other than teaching. This helps the institution but it helps them also as this creates a sense of belongingness and responsibility among them. Proper working plans are designed for smooth running of institutions. These plans are then given to concerning committees. The implementation of all working plans is regularly monitored by conveners and Principal. Regular meetings of the committees are held and all the points are recorded to be reviewed in the next meeting. Thus the power is also deployed to staff members by the Principal. The Principal exercises his powers to run the institution properly and in proper manner.

Second case study-

Participative management is achieved in the college by comprising different committees. Each member of the committee is assigned individual duties towards those committees.

File Description	Documents
Paste link for additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Over the past 60 years (Since 1960) the college has shown tremendous growth. If this is to be sustained, strategies must be formulated, communicated and implemented effectively. Only then is the institution "Built to Last". Both perspective and strategic plan documents are available in the institution. The following plans are projected after a discussion on the basis of analysis, assessment and estimates. Keeping in mind, the short term, medium term and long term development plans, the college always adopts a bottom-up approach with a strategic directive given from the top administration management.

#### Strategic Plan

- Planned to introduce Science and Arts courses
  - Offering PG courses through various excellence
  - Introduce skill development and value oriented courses
- Implementation
- Extension activities were carried out through NSS and NCC
  - Staff Development Programmes were conducted to enhance the skill and knowledge of the teaching and non-teaching staff
  - More students from the socially deprived society were admitted with nominal fee prescribed by LNMU
  - To identify and train the youth from rural areas in sports activities in the second campus
  - Motivate all the PG pass out students to enroll in PhD on 2021 and qualify NET / SLET on 2021
  - To Improve the employability skills of the students
  - To encourage the students participating in co-curricular/ extracurricular activities
  - To encourage the Faculty for Paper publishing & UGC approved national and international journal Publishing.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>
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.

#### ADMINISTRATIVE SETUP:

With the hands-on experience of the management, the Institutional Management is designed in a scientific way with transparency to get the optimum results out of it. A hierarchical sets up is established from top management to down the level clearly demarking the Duties, Responsibilities, Accountability and Authorities at every stage. Ramashray Baleshwar College has been established in 1960. It has an effective organizational structure which monitors and improves the institution. The overall structure of the Institutional Management is categorized as "ACADEMICS" and "ADMINISTRATION". Keeping in view all the stakeholders more on students an effective administrative system is structured.

#### Functions of Key Administrative Positions:

##### PRINCIPAL

Principal looks after the Administration, development of education, growth & expansion of the institution.

To prepare all the agenda items, co-ordinate the conduct of meetings and arrange to follow-up all actions required.

To provide leadership, guidance, help implementation and monitor all the academic activities in compliance with the University.

To conduct internal, end and other examinations .

To initiate all the developmental activities, monitor the progress and report to the University.

To ensure and receive all departmental budgets in the prescribed form for every calendar year & for the next academic year.

To ensure the preparation of reports on various activities and also the annual report of College.

To become responsible for the general amenities and arrangements for students and employees of the College.

University Representative (UR) :

The Institution has a University Representative appointed by Lalit Narayan Mithila University, Darbhanga. It meets frequently and discusses the agenda prepared by the Principal. It reviews the performance of the institution and decisions taken in the previous meeting and also approves the policy decisions. The budget of the current academic year is finalized. All new proposals are discussed and decisions are taken.

Bursar

University Engineers

#### COMMITTEES

Every committee constituted at college level and department level have the faculty member as an In-charge with two or more faculty members as committee members.

Committee In charge will look after the committees program and operation.

These committees at college level assist the HODs in the discharge of their duties and smooth functioning of the college.

These committees at department level assist the Department Academic in the discharge of their duties and smooth functioning of the department.

Every committee has well defined roles and responsibilities at both levels.

Each activity conducted by the committee is as per the standard operating procedures laid down by the management.

HEAD OF THE DEPARTMENT

Department HOD prepares departmental workload as per the Lalit Narayan Mithila University/Government of Bihar syllabus, Allocation of workload in prescribed formats.

Coordinating with library, committee & prepare, update and standardize the student Handbook / Lab manuals.

Collect & Verify the course material to certify .

Coordinate with Library committee, TimeTable In-charge, Lab In-charge, Internal Examination In-charge for smooth class activities and midterm exams.

Preparation of list of weak students in each class and conduct bridge classes, slip tests.

Analysis result to conduct Remedial classes for failure students.

Ensuring to arrange cultural activities and Guest lectures, workshop & seminars.

Monitor the departmental issues, prescribed formats, attendance registers, worksheets and mentor/counseling report books, etc.

#### DEPARTMENT CO- ORDINATOR

Every Department has a Co-ordinator to monitor the, Time Table In-charge, Class In-charge (section wise), Lab In-charge, Internal Examination In-charge and Department level Committee In-charges.

All In-charges duties & responsibilities are well defined as per standard operating procedures with harmony .

The Institute has IQAC and the functions of IQAC are given below:

#### IQAC Functions:

IQAC is responsible for fixing quality parameters for various academic and administrative activities.

Monitoring the organization of class work and related academic activities.

Conducting Internal Quality Audits periodically to verify the



effectiveness of measures taken in reaching the quality parameters.

Documenting various programs/academic activities leading to quality improvement and reviewing their effectiveness in quality improvement/ sustenance.

**IQAC MEMBERS:**

S. No. Name Designation Role  
1. Dr. Dilip Kumar Principal  
Chairperson  
2. Professor (Dr.) Sanjay Jha Professor, Department of History (PG Study Centre) Coordinator  
3. Dr. Dhiraj Kumar Pandey Assistant Professor, Department of Physics Co-coordinator  
4. Dr. Deep Narayan Kumar Assistant Professor, Department of Geography Co-coordinator  
5. Dr. Rajkishor Assistant Professor, Department of History Co-coordinator

**The Department Advisory Board (DAB) Responsibilities:**

Develop and recommend the Vision & Mission statement of the department & provide guidelines for formulation of programme educational objectives (PEOs) and Programme outcomes (POs).

Receive the reports of programme assessment committee and monitor the progress of the programme.

Look after the current and future issues related to programme.

Meet at least once in a year to review the programme.

**Programme Assessment Committee (PAC) Responsibilities:**

Preparation and submission of periodic reports on program activities, progress and status to management and key stake holders. Motivate the faculty and students to attend workshops, develop projects, working modules, paper publications and research.

Interact with students, faculty, program coordinators, class in-charges and external agencies in facilitating program educational objectives.

PAC shall meet at least once in 6 months to review the program and submits report to the Department Advisory Board (DAB).

**Various Committees of the Institution:** The Institution has 40+

committees for the effective functioning of the organization. The objectives and functions of the committees are organized as per the guidelines of the head of the institution. Institute Level Committees:

Academic Committee

Admin Committee

Admission Committee

Alumni Activities Committee

Anti Ragging Committee

Discipline Committee

Electrical Maintenance & Disaster Management Committee

Event Management Committee

Examination Committee

ICT/ E- Learning, NTPEL, MOOCS Committee

Infrastructure ,Maintenance and Repair Committee

IQAC Committee

Library Committee

NAAC Committee

NSS Committee

Program Assessment committee (PAC)

Project & Internship Committee

Resource & Development and Institution's Industry Committee

Remedial and Bridge Class Committee

Sports& Cultural committee

Student Grievance & Redressal Committee

Training & Placement Committee

Waste Management (a. E- Waste, b. Solid Waste, c. Liquid Waste)

Website Committee

Women Empowerment Committee

**Service Rules, Policies and Procedures:** The institution follows UGC/Government of Bihar University service rules, policies and procedures for effective functioning of the institution. All these are available at Principal's office, HOD's chamber, library, Examination cell, placement cell etc., and distributed among all the employees.

Advertisements are published in the state and national level newspapers for recruitment by Government of Bihar.

Interviews are conducted by a panel prescribed by Government of Bihar.

Preference is given to relevant qualifications, teaching, research and industrial experience.

A demonstration is taken from each person to understand the teaching capabilities and competency.

The guidelines of the UGC and Bihar University Act are followed during the recruitment of the faculty. The selected candidates are required to attend the university ratification process.

Supporting staff are recruited by Government of Bihar.

Promotional Policies

Based on the staff performance appraisal/CAS, they are promoted to higher levels through UGC/Bihar University Act Rules/ Government of Bihar.

Qualification, Eligibility and Salary Structure as per UGC norms

File Description	Documents
Paste link for additional information	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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

A. All of the above

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

### 6.3 - Faculty Empowerment Strategies

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

The Ramashray Baleshwar College has effective welfare measures for teaching and non-teaching staff ,

The existing welfare measures for teaching and non-teaching staff:

#### SOCIAL WELFARE

Institute participates in sweet and sour events of the employees' social life.

Institute arranges occasional Get Together.

Institute felicitates all teaching and non-teaching staff on 'Teachers' Day'.

Institute appoints its retired employees in its needs.

Institute allows State Government sanctions various proposals of reimbursement.

#### FINANCIAL WELFARE

Institute helps to find out temporary accommodation to newly appointed Teaching and Non-Teaching Staffs.

Institute offers Swagat Smman Samarohto the employee on the day of joining and retirement.

Institute gives advanced payment in emergency.

Institute encourages for various academic projects.

Institute allows Duty Leave, Study Leave and Medical Leave and Earn Leave, On Duty Leave, etc.

Institute makes avail Advanced Salary through College fund.

Institute provides workshop/training to the teaching and non-teaching Employee.

File Description	Documents
Paste link for additional information	<a href="http://www.rbcollege.ac.in">http://www.rbcollege.ac.in</a>
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)	<a href="#">View File</a>

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

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

3

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

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

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

4

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

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

There are two types of Performance based evaluation prescribed by University.

The first is called "PBAS [performance based appraisal system]" and the second is called "annual secret-report".

The PBAS provides a feedback of the faculty member. It helps them in understanding the changing needs of students. All teaching faculty member fill the prescribed format of PBAS for self-appraisal. This system encourages them to make excellent performance in teaching and learning. The institution has PBAS for assessment of teaching staff. The appraisal report is based on the annual performance of the employee on the basis of their academic, research and other extracurricular activities. This format [PBAS] is filled by the employee in a given prescribed proforma, which includes all the above set related to points and sub-points. The format contains 4 main parts. Part-A: general instruction, Part-B: Academic performance, Part-C: other related information [duly signed by the Principal], and Part-D: Comment on the self-assessment by the University. The main part, i.e., Part-B consists of 4 categories. Category-I includes "Teaching-learning and evaluation related activities". Category-II includes "Co-curricular, extracurricular and professional development related activities. Category-III includes "Research and academic contribution". Category-IV includes "Summary of the API" to be filled by the teaching faculty.

Another type of evaluation is called the secret-report of the employee. It is filled by all the teaching and non-teaching employees. It generally has two parts. The first part is filled by the employee. The last part is the evaluation by the Principal. It is then sent to higher authority of the University.

File Description	Documents
Paste link for additional information	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>
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

The college conducts both internal and external financial audits regularly.

External Audit--- External Audit is conducted by the following agency: (i) Team of Higher education of Government of Bihar . This team of auditors comes occasionally to audit. It is constituted by the Higher Education of Government of Bihar. (ii) Finance Department of the University The institution audits annually all the vouchers and bills of the expenditure. After checking the bills and vouchers, auditing the expenditures, the Chartered Accountant generates a certificate for the college.

Internal Audit-- Internal audit is done by checking each bill and vouchers by Accountant and Bursar of the college. Every year the University constitutes. The Accountant maintains the cashbook, receipt, bills and vouchers. It is checked by the Principal and Bursar.

File Description	Documents
Paste link for additional information	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>
Upload any additional information	No File Uploaded

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



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

0

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

**6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources****FINANCIAL MANAGEMENT AND RESOURCE MOBILIZATION.**

A. The college gets financial aid from government in the form of the salary grant. The salary grant is exclusively used by the college for the salary of the granted staff member. The salary is now online by the Lalit Narayan Mithila University Treasuryoffice. It is credited in the bank account of the staff members. For other expenditures the permission from the Universityis obtained and after that the expenditure by following due process is carried out. The college prepares the budget in the begging of the year which is sent to the Universityfor their approval. After the approval is obtained the college carries out the expenditure by following the due process.

B. The college has a provision of statutory audit. The auditor is appointed by the University. At the end of the financial year, the audit is conducted by the statutory auditor. The audited statement is submitted to the Universityoffice in time. There are no major objections in the audit report.

. The audited income and expenditure statement is uploaded on College Website

D. The college is not in receipt of any other financial assistance other than mentioned in 6.4.3 above. The college has received the fund for the purpose of development of college. The received fund is allotted from the same purpose these funds are utilized: 1. Construction of toilet blocks in Library 2. Purchase and installation of Wi-Fi. 3. Purchase of Computer for

Laboratories. These funds are received from Higher Education Department, Government of Bihar.

File Description	Documents
Paste link for additional information	<a href="http://www.rbcollege.ac.in">http://www.rbcollege.ac.in</a>
Upload any additional information	No File Uploaded

## 6.5 - Internal Quality Assurance System

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

IQAC is one of the major policy making and implementing unit in our college. It strives hard for upgrading the college infrastructure and all support facilities to meet the standards of higher education and growing need of students. It assesses and suggests the parameters of quality education. However following may be two examples of best practices institutionalized:

**Academic Audit through IQAC :** The college takes academic audit of each department and various committees every year through IQAC to increase and maintain the quality of education. Academic Audit Committee is set up for this purpose. At the beginning of academic session, the committee collects academic plan including publication, extension activity, collaboration, innovative and best practices, assignment, ICT based activity, students competition, seminar and workshop supposed to organize for better performance. The Committee evaluated plan submitted by the departments and committees, twice in an academic session as per the academic plan and reviewed their academic progress. The report of the committee was submitted to the IQAC and the same is put in the College Development Committee for discussion, suggestion and approval. Due to implementation of such academic audit, it is found out that all departments and committees have been constantly improving their curricular, co-curricular and extra cocurricular performances.

**Implementation of Green practices in the campus:** The IQAC proposed to initiate various green practices to maintain eco-friendly college campus through the activities i.e. Tree Plantation, Paperless Work, Plastic Eradication, Clean and Beautiful Campus, No Vehicle Day, Save Power, Paper Bag Workshop, Awareness Programme on Renewable Energy and e- Waste Management. For the better implementation of green practices, IQAC

distributed these activities among various departments.

IQAC constantly takes the feedback about the proper result oriented implementation of these activities through academic audit every year. Because of these practices, eco-friendly and pollution free college campus and social awareness about renewable energy and e-waste management is developed in the community.

Use and enrichment of ICT infrastructure.

The use of ICT tools has become an integral part in teaching -learning process.

IQAC always encouraged teachers to utilize these tools in classroom teaching and laboratories. IQAC prepares the plan to include the use and enrichment of ICT infrastructure expecting from each departments. The IQAC has advised the administration to enrich ICT infrastructure by purchasing advanced ICT tools, broadband internet Wi-Fi facility.

Periodically IQAC has trained teachers and non- teaching staff to use ICT by arranging different workshop i.e. Google Apps, Video conference, use of e-mail, handling ICT instrument etc durin COVID-19. The educational use of social media has also been utilized to establish communication with the students and peers. In teaching and learning, the feedback system is implemented to take the review of reliability and uses of ICT facilities.

File Description	Documents
Paste link for additional information	<a href="http://www.rbcollge.ac.in">http://www.rbcollge.ac.in</a>
Upload any additional information	No File Uploaded

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

For first cycle- Incremental improvements made for the preceding five years with regard to quality;

For second and subsequent cycles- Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives) .

The internal quality assurance cell (IQAC) established on date-05/07/2012 in the college.

Since then its focus on improvement of quality is being done by various methods. For this 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.

Here is some example of it: Academic review in beginning of the session- There are 6 main meeting of academics is organized in a session. First-at the beginning of the session, second before annual examination and third, at last of the session. In this meeting the internal examination committee, HoDs of the departments, and college's permanent and Guest faculty meets. At the beginning of the new session, a new time-table is prepared, the academic calendar of the university and college is discussed, and other committees for the college activities are constituted. Also, a discussion by HoD's on Result analysis is done in front of the Principal. Before annual examination, the instructions to invigilators, superintendent, workers and examination committee members are given by the examination center superintendent. In the formal meeting of IQAC, the review of Examinations Result is done. This is also called the academic audit. Here the Result analysis is prepared and tabulated. There are 4 PG courses in this college. The availability of teacher is done by Higher Education Department, Government of Bihar. The workload is more than the post sanctioned by the government. Use of ICT in teaching and learning: The IQAC motivates the HoD's to use the ICT. The HoD give the message, notices and online study material to students. For these purpose, many HoDs has created whatsapp group to provide Handouts during COVID-19 pandemic.

For students. The educational use of social-media has also been utilized to establish communication with the students and peers. Some classrooms have smart-boards. Here, in Smart Class Room projector is used. Teacher occasionally take, but not regularly their classes through smart-board, ppt presentation. Motivational lecture and guest lectures are also organized with the help of Smart-board/Projector/PPT presentation.

File Description	Documents
Paste link for additional information	<a href="http://www.rbcollege.ac.in">http://www.rbcollege.ac.in</a>
Upload any additional information	No File Uploaded

<b>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)</b>	<b>D. Any 1 of the above</b>
---	------------------------------

File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://www.rbcollege.ac.in">http://www.rbcollege.ac.in</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

The institution acknowledges the fact that today India is the youngest nation in the world with 69 percent of its population between 18 to 35 years of age. This demographic dividend that India achieved has to be harnessed for the progress of the nation. The institution is very keen on identifying the desires and aspirations of the new generation and the measures to enrich the abilities and professional skills of both boys and girls, without any discrimination. The institution rightly guides the students from their long journey from "human beings to being human" by sensitizing them on issues like gender, social harmony

and tolerance.

a. Safety and Social Security. The institution accords utmost priority to the safety and security of not only the students but also of the staff, and ensures a fool proof vigilant system so that every student, especially girl students, will feel secured and protected to pursue their educational endeavors. In this regard myriad initiatives have been taken by the institution to foster gender equality and gender sensitization programs, thereby to ensure safety of girl students. To have a hawk eye, the institution installed CC (Close Circuit) cameras at key places in the campus and also in all the class rooms for a round the clock vigilance. In the beginning of every academic year personnel from "She Teams" are invited and an awareness program is organized to all the students on legal protections relating to girl's security. The institution has different committees such as Anti - Ragging Committee, Students Grievance Committee and Discipline Committee which are on heels to provide quick relief to the students and to ensure the maintenance of decent and moral atmosphere within the campus. The institution has time and again organized gender sensitization classes for boys and girls to have a deep impact in their way of thinking. The institution feels that the security of the Girl students not only includes physical security, rather it includes emotional security of the students too. In this regard, the institution is providing counseling to the students who are prone to depression and who have suicidal tendencies.

b. Counseling: As it is said "as is our confidence, so is our capacity" the institution's relentless effort is to build confidence among the students to bring out the innate talents hidden in them. The institution identified that counseling can make a profound impact on the psyche of the students and helps them to navigate difficult life situations. To pursue this avowed objective, the college adopted 'Mentor - Mentee' system as the first step towards confidence building among the students. Each faculty is assigned with specific number of students to cater to their psychological and emotional needs. The institution established a Counseling Cell which includes 06 faculty members of which 50% are women. Students are ensured that the counseling shall be one - to - one and complete confidentiality will be maintained. Counseling provides not only an opportunity to the teachers to fathom student's attitudes, weakness and challenges, but also to provide the tools and insights to manage depression and distress. Besides providing personal counseling to the students, the Counseling Cell organizes Personality Development

classes to all the students in general. Parent Teacher Platform (PTP) is one more bona fide measure adopted by the institution to receive feedback from the parents and at the same time acquaint them about the progress of their ward.

C. Common Room: A Common Room with an attached Wash Room is the primary facility required for the girl students to meet to their personal needs. As such the institution has provided a spacious Common Room to the girl students with adequate seating facility. News Papers and Magazines are made available to the girls in the common room. Besides the common room for the girls, there are separate wash room for boys and staff.

D. Day care center for young children Most of the girl students of our college come from rural areas and the chances of getting married in early age is not uncommon. Though the institution does not arrange for a day care center for the young children, adequate facilities are provided in the girl's common room for the lactating mothers.

File Description	Documents
Annual gender sensitization action plan	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>
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**

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	No File Uploaded
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

There are different types of wastes disposed in the college for which there is a proper system functioning. The following wastes are being disposed by the college:

## Solid Waste Management

College has a place on its campus where the solid wastes materials are disposed. It is to notice that in the state of Bihar keeping a particular place for dumping the solid waste is in its culture. Keeping this in view, the college also manages its solid waste management system. However, there does not exist more waste from college.

**Liquid Waste Management:** The waste water is carried out through the pipeline.

**Biomedical Waste Management:** There is no biomedical waste management system in the college.

**E-waste Management:** There is no e-waste management system in the college.

**Waste recycling system:** There is no system of Waste recycling in the college.

**The e-medical Waste Management:** There is no e-medical waste management system in the college.

**Hazardous chemicals and radioactive waste management:** There is no Hazardous chemicals and radioactive waste management system in the college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="http://www.rbccollege.ac.in">http://www.rbccollege.ac.in</a>
Any other relevant information	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting**

D. Any 1 of the above



<b>Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	
<b>File Description</b>	<b>Documents</b>
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <ol style="list-style-type: none"> <li>1. Restricted entry of automobiles</li> <li>2. Use of Bicycles/ Battery powered vehicles</li> <li>3. Pedestrian Friendly pathways</li> <li>4. Ban on use of Plastic</li> <li>5. landscaping with trees and plants</li> </ol>	<b>A. Any 4 or All of the above</b>
<b>File Description</b>	<b>Documents</b>
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>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</b>	<b>B. Any 3 of the above</b>

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

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**

**5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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).

Ramashray Baleshwar College has always been at the forefront of sensitising students to the cultural, regional, linguistic communal and socioeconomic diversities of the state and the nation. Being a Ramashray Baleshwar College, which takes its vision and mission from its donor Respected Late Ramashray

Chaudhary and Baleshwar Chaudhary, who fought for an inclusive society in the 20th century Bihar, which was caste ridden and inhuman. College believes in an inclusive and harmonious society. The College always encourages the students to organise and participate in different programmes organised by college, inter-college, university and other Government or nongovernment organization to make them sensitise towards cultural, regional, linguistic, communal and socio economic diversities. The college organizes various programmes to ensure harmony among students by making awareness about different minorities in the society. Regional, linguistic and cultural diversity of the NCC and NSS unit in the college play a vital role in promoting inclusive environment towards cultural, regional and socioeconomic diversities among students. The students have wider opportunity to explore their talents and skills through organizing camps. NCC provides various local, national, and international camps for their cadets to explore these diversities. The Activities are presentation on history, geography, economy, good practices, cultural heritage, festivals, customs & traditions of the states. Learning the language of other states and Interacting in those languages is one of the highlights of national integration camps. In addition, learning resources about cuisine and food habits, tourism sites and cultural programmes of the states are shared extensively. Students and staffs of the college celebrate festivals like Holi, Diwali, Id, etc. every year with enthusiasm. Departments and college student union organise different games, performances which ensure unity among students from various communities. The college celebrates this season as an opportunity to inculcate values like loving everyone, caring the needy, and sharing with family and society. Different departments of the college and the College Student Union organise different programmes for staffs and students like singing competition and essay competition. The children are encouraged to mingle with downtrodden of the society to make them sensitive to condition of the living of ordinary people and develop a sense of sharing, helpfulness and make them think about the programmes to alleviate poverty and empower. To develop tolerance and harmony towards socio-economic diversities among students, a programmes is design and implemented by College. The Alumni Association organises annual meet every year in the beginning of new-year to promote harmony among students and staffs.

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

**Constitution Day:** Constitution Day is celebrated on 26th November every year. The programme initiates with Preamble reading of the constitution followed by lectures on the sensitization of students on responsibility towards the constitutional values, rights, duties and responsibilities of citizens. Students are encouraged to participate in activities like essay competition on the related themes. viz. 'Social and Economic Thoughts of Dr. B. R. Ambedkar'.

**Responsibilities and Ethics--** In Postgraduate course students have the professional ethics subject as a part of curriculum with the objective to acquaint with the ethics in research in connection with their contribution society. Environmental science constitutes the part of PG curricular teaching and evaluation to sensitize the students on the preservation the ecosystem and environment. Students are also sensitized to adapt green practices, conservation of natural resources, alternative source of energy and renewable energy.

Every year Institute celebrates Republic Day, Bihar Day and Independence day. The celebration is attended by Students, Teaching and Non-teaching Staff, Invitees, guests and any attendees. Flag hosting with National anthem and oath of national integrity followed by distribution of sweets is the regular decorum of the programme. The curriculum of PG course to teach or sensitize the students on the professional code of ethics, their duties and responsibilities as a professional while delivering their duties to the society. Every year institute organizes blood donation camp in association with NCC and NSS unit of the College. The students are sensitized on the importance of the activity and are encouraged to participate in saving the life of citizens of India. \

Road Safety Rally --The NSS/NSS students are encouraged to

participate in the activities of spreading the awareness among citizens on social issues like road safety.

#### Kisan Day

Cleanliness/Plantation drive Students consistently and regularly participate in the cleaning activities on the several occasions including Mahatma Gandhi Jayanti on October 02, every year. Moreover, students are encouraged for active participation in the plantation. Induction of the students on values, rights, duties and responsibilities Students are made aware about the code of ethics, human values, rights, duties and responsibilities as a citizen of India during induction as well as other programmes throughout year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
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**

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	No File Uploaded
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

Speech Competition / Essay Competition is done on 15th August every year on the occasion of Independence Day.

Hindi Diwas is celebrated on 14th September to celebrate the adoption of Hindi as the official language of the country.

International Mother Language Day is observed on 21st February, with the aim to promote the preservation and protection of our mother language.

International women's day is celebrated on 8th March.

World Environment day is observed every year on 5th June.

World Water Day was celebrated on 22nd March.

International Yoga Day is celebrated since 2015, on 21st June.

Kargil Vijay Diwas and Army Day have been respectively celebrated on July 26, as per the notifications from the Government of India/LNMU, Darbhanga.

National Youth Day is celebrated every year on 12th January on the occasion of birthday of Swami Vivekananda.

National Voters' day is celebrated every year on 25th January.

National Unity Day is celebrated on 31st October.

Rajendra Prasad Day

**Sardar Vallabh Bhai Patel Day**

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

**7.2 - Best Practices**

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

**Best Practices**

The college was established in the year 1960 with minimum number of permanent faculties, right from the beginning, strived their best to introduce many good practices which are helpful to the student's community. Some of the good practices of the institution

1. Environment protection activity through ISR and department clubs. 2. Providing scholarship to the students & Awarding the Best outgoing students

**Best Practice-1: Environment Protection:**

**Objectives of protecting the Environment:** 1. To make each individual responsible for the environment 2. To plant more saplings to conserve the biological diversity. 3. To create awareness among the stakeholders.

**The Context:** The environment is getting polluted across the world which is harmful to the existence of the human, animal, and plant life because the toxic material or waste such as gas emissions, industrial effluents, and electronic wastage are getting added to water bodies and the environment. It is mainly because of urbanization and industrialization. If enough steps are not taken, this will take altogether a different share causing heavy damage and threat to life. In this context, College aims in creating awareness among students and staff so that our stakeholders can in turn spread the message in the society and make every citizen aware of the importance of the environment.

**Practice:** The college has been organizing the world Environment Day every year and each year, plant the saplings in the college campus and also distribute the pamphlets in the surroundings. The other activities includes save

electricity, water and global warming. The Institute organizes the ISR activities in which environment programs is one among this. These activities are conducted to create an awareness to save the natural environment & spread the message to save the earth, for this the college celebrates World Environment Day every year on 5th June. The college planted more than 200 saplings in the campus in last three years. The students & staff are also informed to bring awareness among the people in their locality and plant saplings in and around in order inculcate the habit of growing plants & promote the environment protection. Evidence of success: The practice has shown wonderful results in which the students & staff are motivated, not only planting the saplings in locality but also participated in programs relating to environment protection by the way of planting the sapling and creating awareness among the people in the society towards environment protection, save water, electricity, save fuel etc. Water pollution, Air pollution, Global warming, climate change will have the adverse effect on human beings, animals & nations on this planet, if stops. Problems encountered: It was difficult to convince the students and the success depends mostly on how stakeholders take this issue seriously, however, the problems had been overcome, wherein a good number of students and staff have participated in the program organized that connected to environment protection. The financial resources need for this implication of this cause met by the management. Also it had to face the issues of making adjustment in the time table a couple of times to arrange the activities, however it served the purpose in a fruitful way. Enabling the stakeholders to understand and work in this direction to have wonderful world in its natural way.

## Best Practice 2. Counselling Activities

### OBJECTIVES OF THE PRACTICE:

1. To provide leadership training to students.
2. Motivate students to be socially aware and responsible citizen.
3. Help to enhance the all-round personality of the students.
4. To promote aesthetic development, character building and organizing capacity.
5. Activities help the talents of the young minds and give them an opportunity to develop their specialized skills.

### THE CONTEXT

Each department plans activities which compliment but are not part of the conventional academic curriculum. Participating in



them not only develop student's academic potentials but also other aspects of their personality such as self-esteem, self-confidence, social cooperation and leadership skills. Activities should be educationally relevant so that they can associate with it. The sole goal of education should be to ensure the holistic development of students. Holistic development is basically the development of everyone's intellectual, emotional, social, physical, artistic, psychological, creative and religious values. Activities develop hidden skills of students and provide an opportunity to the students to share their creativity. They are also open to students who show exceptional skill in their studies and are able to develop ahead of their peers.

#### THE PRACTICE

Literary and co-curricular activities are organized by each department for the development of linguistic skill and mental faculties. Debate, discussion, speech, story writing, essay writing are some of the literary and academic activities. Activities supplement and compliment the entire aesthetic as well as spiritual development, which are the essential components of education. It helps in developing features like communication skill, creativity and organizing skills and are a good platform to excel.

#### EVIDENCE OF SUCCESS

Each year every department forms the departmental council from amongst the students enrolled in that subject position like president, general secretary, class representative etc. Departmental council activities not only make the students active and energetic but also enable to harness the in-depth potential of student. It enhances knowledge in many domains, which benefits the student as well as college; activities are good platform to promote leadership quality. Creativity form of expression serve as nourishment for the soul. Every year each department conducts many programme/activities under association. These activities provide the opportunity to the learner for self-expression. Activities have academic and literary activities like Debates, pot decoration, rangoli, singing develop aesthetic sensibility of the learner. These are helpful in unfolding and extracting the hidden beauty in the mind of students. Cultural activities provide better knowledge and understanding of our rich culture heritage.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED Sometimes the

enthusiastic participation of the students is not as satisfactory as it expected the girls student especially from the rural background depict some hesitation to participate in such activities.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

### 7.3 - Institutional Distinctiveness

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

The college successfully implemented the Year/semester system in OG which was introduced by Lalit Narayan Mithila University. The focus is on skill development, career oriented programs, industry visit, industry - academia interaction and college have brought all these aspects under curriculum implementation and enrichment. Special attention is given to weak students especially belonging to SC/ST., OBC and minority groups. The students of College are not only guided to achieve excellence in the education but are thoroughly equipped with the knowledge of social perseverance and environmental sustainability. In academic, students of PG IVth Semester, Department of History (PG Study Centre) has secured continued (1 to 9) 9 Rank out of 10 in entire merit list of University related to same subject. It lays special effort on students understanding of current environmental crisis and through its various schemes like energy conservation, waste management, rain water harvesting, plantation drives urges them to become eco friendly citizens. College in its endeavor to implement its curriculum incorporating its mission and vision with contemporary issues has evolved a number of best practices like Prayer Assembly, Annual Theatre, Knowledge Centre, The Co curricular Activities etc. just to name a few of them.

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

7.3.2 - Plan of action for the next academic year

Construction of Examination Building and more number of Class Room .

Construction of Boys Hostel, Reading Hall for Students., Departmental Seminar Library., Construction of Staff Residence.

Providing Bank and Post-Office facilities inside the Campus.

With a positive note the institution desires to equip and orient the teaching faculties by sending them for UGC Sponsored refresher and orientation programmes.

More numbers of teaching staff will be given opportunity to enroll in PhD Program and essential steps will be undertaken to enhance research culture.

More number of seminars, workshops and intellectual interactions are to be organised for capacity building of the faculties and to provide opportunity to the students for ability enhancement.

More number of MoUs will be signed for the development of the institutions. Through career counselling programmes opportunity will be provided for the students to take their career .

To organize workshop in Physics, Chemistry, Botany, Zoology, Economics, Political Science, Geography, Philosophy, Hindi andHistory.

To start PG courses in Physics, Hindi, Geography, Chemistry, English and Philosophy.