



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

RUNGTA COLLEGE OF SCIENCE AND TECHNOLOGY

- Name of the Head of the institution DR. TRIPTI AGRAWAL JAIN
- Designation PRINCIPAL
- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 07886660666
- Mobile no 9229155559
- Registered e-mail science@rungtacolleges.com
- Alternate e-mail info@rungtacolleges.com
- Address G.E ROAD, GANJPARA, DURG
- City/Town DURG
- State/UT CHHATTISGARH
- Pin Code 491001

2.Institutional status

- Affiliated /Constituent AFFILIATED
- Type of Institution Co-education
- Location Urban

- Financial Status **Self-financing**
- Name of the Affiliating University **HEMCHAND YADAV UNIVERSITY**
- Name of the IQAC Coordinator **DR PREETI NAVEEN YADAV**
- Phone No. **6268118688**
- Alternate phone No. **07886660666**
- Mobile **9229155559**
- IQAC e-mail address **science@runtacolleges.com**
- Alternate Email address **info@runtacolleges.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

<http://www.runtacolleges.com/AQAR-21-22.php>

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.runtacolleges.com/AQAR%20LINK/2022%2023/AcademicCalendar.pdf>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.52	2017	22/02/2017	21/02/2017

6.Date of Establishment of IQAC

05/06/2015

7.Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

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

8.Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

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

1. INITIATIVES FOR INTERDISCIPLINARY RESEARCH BASED PROJECT (AVISHKAR) 2. INITIATIVES FOR MOUS WITH DIFFERENT INDUSTRY INTERACTION. 3. ACADEMIC EXCELLENCE FOR ADVANCED LEARNER TRO HOLD POSITION IN MERIT LIST PUBLISHED BY AFFILIATING UNIVERSITY. 4. UPGRADTION OF ACADEMIC FACILITIES IN TERMS OF FACULTY MEMBERS, ICT , LIBRARY AND LABS. 5. INITIATIVE FOR SKILL ENHANCEMENT COURSES LIKE AD ON COURSES FOR STUDENTS.

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

Plan of Action	Achievements/Outcomes
CO-CURRICULAR ACTIVITES	<p>1. GUEST LECTURES ARE REGULARLY ORGANIZED. 2. FIELD PROJECTS SOFTWARE 3. HANDS ON WORKSHOP ON MUSHROOM CULTIVATION 4. EXPERT SESSION IN YOU NEVER GET A SECOND CHANCE TO BECOME A BETTER PERSON BY DR PALLAVI RUNGTA, 5. INTERNATIONAL CONFERENCE 2022 INNOVATION & CHALLENGES IN NAN SCIENCE & NANOTECHNOLOGY. 6. OTHERS</p>
CO-COGNITIVE ACTIVITES	<p>FACULTIES ATTENDED SEMINARS, CONFERENCE AND WORKSHOP REGULARLY LIKE NUANCEE OF C PROGRAMMING BY YASHWANT KANETKAR, INDUSTRIAL VISIT AT PARLE G, EXPERT SESSION ON TAX PLANNING AND INVESTMENT, TEACHING LEARNING PROCESS PEDAGOGY BY DR T RAMA RAO, VISIT AT 36 INC., SEMINAR ON INDIANS DIGITAL REVOLUTION YOUTH 2020</p>
MEMORANDUM OF INSTRUCTION	<p>MOI IS PREPARED WITH THE QUESTION PAPER OF CT 1, CT 2 , MODEL AND PRE SEMESTER EXAMINATION. IT HELPS TO EXPLAIN THE DEPTHNESS OF ANSWER AND HOW TO WRITE ANSWERS TO ACHIEVE BETTER GRADES</p>
EVALUATION SYSTEM	<p>OFFLINE EXAMINATION IS CONDUCTED ; CT1 , CT2, PRE SEMESTER AND MODEL EXAMINATION. REMEDIAL CLASSES FOR SLOW LEARNER/ ACTIVITY BASED LEARNING ARE ORGANIZED. PEER LEARNING IS ALSO APPRECIATED. PARENT TEACHER MEET IS ORGANIZED TO INFORM THE PARENTS ABOUT STUDENTS PERFORMANCE. CLASS ASSIGNMENTS ARE ALSO GRADED WHICH HELPS TO SCORE THE SESSIONAL MARKS.</p>

<p>ADEQUATE FUNCTIONING OF EXTRA CURRICULAR CELL</p>	<p>THERE ARE CELLS WHICH PERFORM OTHER TASK.VALUABLE SUGGESTIONS ARE SHARED AND IMPLEMENTED. THE CELLS ARE WOMEN CELL, GRIEVANCES REDRESSAL CELL, SEXUAL HARASSEMENT CELL, ANTI -RAGGING AND DISCIPLINARY CELL, COUNSELING CELL, TRAINING AND PLACEMENT CELL, ECO CLUB, CAREER GUIDANCE CELL, CULTURAL CELL, SPORTS CELL, ETC ,</p>
<p>MONITORING OF TEACHING AND LEARNING PROCESS</p>	<p>THE DAILY MONITORING FILES OF EACH DEPT ARE REGULARLY DONE,ACADEMIC DELIVERY REPORT EVERY AFTER 15 DAYS IS VERIFIED BY THE TEACHING DIARY OF ALL THE SUBJECTS TO ENSURE TIMELY COMPLETION OF SYLLABUS. THE ACTIVITIES ARE CONDUCTED AS PER THE ACADEMIC PLAN. RESULTS ARE OUTCOMES OF THIS PROCESS WHICH IS DONE THROUGH INTERNAL EXAMINATION.</p>
<p>TEACHING DIARY</p>	<p>THE TEACHING DIARIES ARE CHECKED EVERY FRIDAY AND SATURDAY. NECESSARY COMMENTS ARE MADE BY THE ACADEMI DEAN. THE REPORT IS FINALLY SUBMITTED ON VARIOUS ASPECTS TO THE PRINCIPAL. THE MEETING IS CALLED WITH THE HOD AND FACULTY MEMBER TO ENSURE THE MISTAKES ARE CORRECTED IN FUTURE</p>
<p>LEARNING AND TEACHING PROCESS</p>	<p>THE APPLICATION OF ICT TOOLS, VIDEOS , ACTIVITY BASED LEARNING, CASE STUDY, SIMULATION, ROLE PLAY , ONLINE ERP HAS BEEN FACILITATED TO THE STUDENTS FOR NOTES AND ATTENDANCE.</p>
<p>FEEDBACK SYSTEM</p>	<p>FEEDBACK IS TAKEN IN A GOOGLE FORMA ND PHYSICALLY. IT IS TAKEN FROM STAKEHOLDERS, ALUMNI, PARENTS, FACULTY, STUDENTS, ETC</p>

<p style="text-align: center;">LESSON PLAN</p>	<p style="text-align: center;">LESSON PLAN IS PREPARED AS PER THE GUIDELINES . ITS THE FIRST WORK WHICH IS DONE BEFORE STARTING THE TEACHING INSIDE THE CLASS. THE TEACHING DIARY IS REGULARY CHECKED AND MONITORED TO ENSURE SMOOTH CONDUCT OF THE SUBJECT. ANY DEVIATION FOUND AND ENCOUNTERED AND MENTIONED IN THE GIVEN COLUMN.</p>
<p style="text-align: center;">SYLLABUS COMPLETION</p>	<p style="text-align: center;">100% COURSE COMPLETION IN SEMESTER AND ANNUAL PATTERN ARE ENSURED. IF ANY COURSES REMAINS WEAK DUE TO ANY TECHNICAL REASONS OR STUDENTS FEEDBACK REPORTS EXTRA CLASS, THEN REMEDIAL CLASSES ARE SCHEDULED.</p>
<p style="text-align: center;">ACADEMIC CALENDAR</p>	<p style="text-align: center;">INSTITUTIONAL CALENDAR IS PREPARED IN ACCORDANCE WITH AFFILIATING UNIVERSITY .</p>

13. Whether the AQAR was placed before statutory body? **No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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na	na	na	na	na	
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website?	
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13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	07/02/2024

15. Multidisciplinary / interdisciplinary

THE COURSES DO HAVE MULTI DISCIPLINARY AND INTER DISCIPLINARY EXISTENCE. Elective Courses Bachelor Level (B.Sc) B.sc courses

Groups : B.sc - Physics, Chemistry, Mathematics Chemistry, Botany, Zoology Chemistry, Biotechnology, Botany Chemistry, Biotechnology, Zoology Chemistry, Microbiology, Botany Chemistry, Microbiology, Zoology BCA Bridge Maths M.Com 4th sem :- Optional Group A- marketing Optional Group B- Management Optional Group C- Banking and Insurance Optional Group D- Taxation and Accounting M.Ed - I sem - Optional :- i. Education Technology ii. Teacher Education, M.Ed - II sem - Optional :- Specialization part I A) Educational Guidance and Counselling. B) Education for differently abled. M.Ed - III sem - Optional :- i. Advanced Edu. Statistics ii. Edu. Administration M.Ed - IV sem - Optional : PAPER XIII (A) - EDUCATIONAL GUIDANCE AND COUNSELING (PART II)- ii. PAPER XIII (B) - EDUCATION FOR THE DIFFERENTLY ABLED (PART II) COURSE CONTENTS M.Sc - Microbiology IV sem Elective:- Optional paper -III Special paper - (A) Food Microbiology Special paper - (B) Microbial Ecology Optional paper -IV Special paper - (A) Agricultural Special paper - (B) Industrial Microbiology B.Com Compulsarry Course B.Com - I, II, III Computer Application B.Com -III Group -III is elective :- Out of 4 group 1 group can selected optional Group - A 1. Financial Management. 2. Financial Market Optional Group B Principal of Marketing i. Internationa Marketing Optional Group C i. Information Technology and its Applications in Business ii. Essential of E- Commerce. Optional Group D i.Fundamentals of Insurance ii. Money & Banking System M.Sc Physics Sem III:Paper - IV : (A) Astronomy & Astrophysics - I (B) Electronics (Communication) - I (C) Physics of Nano-material - I (D) Space Physics - I Sem IV: Paper - IV : (A) Astronomy & Astrophysics - II (B) Electronics (Communication) - II (C) Physics of Nano-material - II (D) Space Physics - II M.Sc Computer Science Sem IV :Elective : 1. Data Mining & Data Warehousing 2. Advanced Computer Architecture

16.Academic bank of credits (ABC):

The affiliating university is planning to implement in near future.

17.Skill development:

The institution runs the curriculum at a professional manner. Students are given with skill based training. The training are basically in the field of Microbiology and Biotechnology , Management, Commerce, Computer Science, other sciences, Education, etc. The institute has collbrated with different agencies and bodies to provide such free hand workshops and trainings regulary to the students and staff. The industrial visits and educationla tour are also organized for practical

based learning. Workshop on Mushroom Cultivation , expert session on you never get a chance to become a better person, etc are the unique features where skill set are developed under professional guidance by the experts from the Institute or outside.

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

BA part 2 - Western & Indian Political Science - Thinker Vishnu Gupta Chanakya BA part 1 - Sociology - 1 (Culture & Society) BA part 1- Structure & Composition of Indian Society BA part 1 - Political Heritage & Culture. B.Ed - 3 Hindi Bhasa ka shikshan B.Ed -2 Art education M.Ed - History of development of education in India Our institute is integrating with Indian knowledge system as we teaching Indian Language in every undergraduate class. There are subjects similar in Departments of Arts. We are created with Political science and political hertiage and culture of India also. In B.Ed & M,ed we integrate the Indian knowledge System very much in the development of India

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

Intellectual commitment to excellence in all scholarly and intellectual activities. Development of Creativity through intellectual, professional and social challenges. Ethical commitment to sustainability and high ethical standards. Knowledge of a discipline. Learning for sustainability. Communication and soft skills development Cultural competence and growth

20.Distance education/online education:

NA

Extended Profile

1.Programme

1.1 16

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

File Description	Documents
Data Template	View File

2.Student2.1 **1166**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

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

File Description	Documents
Data Template	View File

2.3 **390**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 **79**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **0**

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	16
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1166
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	NA
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	390
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	79
File Description	Documents
Data Template	View File

3.2	0
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	21
Total number of Classrooms and Seminar halls	
4.2	14,302.036
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	120
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Institution Ensures Effective Curriculum Delivery Through a Well Planned and Documented Process RCST Follows. The Curriculum Designed by the Affiliating University. For Proper Implementation of the Curriculum, The College Prepares an Academic Calendar Before a New Session. The Time Table Committee With Principal and Hods Prepares Academic Schedule which is Followed by the Various Departments to Prepare Their Own Departmental Schedule. In the Routine, Theoretical, Tutorial, Practical and also Remedial Classes are Properly Organized. In Order to Give Students Scope For Creative Thinking and Profitable Learning Within the Framework of Their Syllabi. All The Departments Regularly Organize Departmental Meetings to Distribute the Syllabi Among the Teachers on the Basis of Faculty Specialization. The Teachers Employ Various Methods in The Teaching-Learning Process. The Use of ICT Enabled Tools, Specific Field Visits/Study Tours, Seminars, Talks, Creative Activities Like Poetry Reading, Drama Enactment, And Movie

Screening Among Other Activities Are Continuously Organized. The Classrooms are Equipped With Projector For Using Multimedia Displays In The Teaching Process. The Availability of Study Materials Are Ensured By Having A Well-Stocked Central Library As Well As Individual Departmental Libraries. Further, The College Maintains A Healthy And Friendly Environment For The Students To Learn, Read And Enquire About Information And Desire For Knowledge. All The Departments of The Institute Maintain Teaching Diary Daily Academic Monitoring Report Academic Delivery Report For Effective Curriculum Delivery.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/1.1.1.pdf

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

Following the Academic Calendar of the affiliating University , IQAC and the departments prepare the Academic Calendar before Commencement of the New Session. The Tentative Dates of Internal Examinations and Various Activities like Cultural Competitions, observations of different days of National Significance, Sports etc. are included in the Academic Calendar. The Probable Dates of Final University Examinations for the Session 2022-23 has also been included in the Academic Calendar.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/1.1.2.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University

C. Any 2 of the above

Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

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

1.2 - Academic Flexibility

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

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

8

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

5

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

307

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

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

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum An affiliated college it follows the syllabi designed by the University into. The language courses, communication skill , gender analysis and psychological aspects of life as part and parcel of their understanding of the subject. Environment in all its forms an important part of comprehension of the process of creativity. For the social science subjects, especially Economics, Political Science and Sociology , Gender and Environment are at the core of appreciation of the subject. Both the languages and social sciences courses are replete with sections of the syllabi which focuses on human values and its proactive role in the development of civilization. The life sciences courses with their topics (including practicals and projects) on life and ecology provide the students with knowledge essential for fathoming the complexities of environment and the need for Sustainable Development. Subjects such as Chemistry and Physics allude to environment and human values as they provide their students with the knowledge regarding the core principles of our natural existence. Accountancy and managerial skill through its syllabi indirectly inculcates the principles of professional ethics amongst its students. Moreover, the curriculum includes Environmental Studies for all students with its focus on environment and sustainability.

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

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

8

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

324

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

1.4 - Feedback System

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

A. All of the above

institution from the following stakeholders	
Students Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/1.4.1.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File
1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/1.4.2.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
1166	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	

635

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

2.2 - Catering to Student Diversity

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

The learning levels of students who join institute are assessed from the beginning of the session. The students come from different Boards/Councils and different socio economic backgrounds. Since adjoining areas of the college is primarily hindi belt, a high percentage of the students are first generation learners. The process of assessment is based on class performance, performance in laboratory practical class (for Science students) and class tests evaluations. The teachers of the departments become aware of the strengths and weaknesses of the students within one month from the beginning of the session. The college organizes special programmes for advanced learners and slow learners which are mentioned below. The departments conduct 2 class tests unit tests re tests and Special classes for the slow learners . Study materials are also provided by the teachers through whatsapp groups and e mails. Tutorial and remedial classes are taken regularly. All students are encouraged to use DELNET software for resource material . Advanced learners are encouraged to read additional reference books and e-books in addition to the text books. Advanced learners are encouraged to participate in various seminars, webinars and workshops so that they can listen to talks from the resource persons and can enhance their knowledge. They are also encouraged to participate in various academic events like Science Fairs/ Essay competition/quiz competition organized by the college.

File Description	Documents
Paste link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/2.2.1.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1166	79

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Faculties of institute adopt various student centric methods for students to inculcate latest skills, knowledge, attitude, values that mould their character in the proper manner. All departments undertake various innovative teaching strategies that arose creative ability, problem solving skills among the students. Teachers follow experiential learning process in which students learn by doing on their own. Faculties of this Institution organize various activities such as laboratory work, model design, workshop, student exhibition, field work, study visit panorama the nature etc in which students learn by experience and acquire desired skills. Faculties also undertake programs like group discussion, debate, brainstorming, mind game, role play, student seminar, student exhibition etc in which students activity participate and enhance their knowledge and skills. Subject related problem based various project works are assigned to the students that boost problem solving spirit among the students. This method is adopted in Physics, Mathematics subjects. Moreover, quizzes are conducted by concerned subject teachers so as to enhance problem solving attitude among the students.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/2.3.1.doc

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

The college has very good infrastructure and updated ICT tools for effective teaching learning process. Each department of the college has one ICT enabled classroom, having laptop, LCD projector, screen and internet facility. The college has a separate smart classroom well equipped with ICT facilities. The Seminar Hall of the college where talks and lectures are arranged is also fully equipped with modern ICT facilities like LCD projector, screen, internet connection, microphones and speakers. Most of the teachers make power point presentation of the lectures in the class room for better understanding of the students. During the pandemic situation, teachers started taking online lectures through Google classrooms, Google Meet, Zoom, Skype and other online platforms. So students are familiar with the virtual platform. To make learning more interesting YouTube video lectures are also shared during pandemic time. Students are also encouraged to give seminars using power point presentations.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

79

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

2.4 - Teacher Profile and Quality

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

79

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

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

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

11

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

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

2.4.3.1 - Total experience of full-time teachers

15

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

2.5 - Evaluation Process and Reforms

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

In institute evaluation system is followed as per ordinance of affiliating university for annual and semester courses. In general 10% marks are internal assessment marks in undergraduate courses. For post graduate courses subject to subject internal assessment marks varies in theory and practical. The performance of the students is continuously assessed through class tests, home assignments, presentations, viva voce etc. The norms prescribed by the University to which the college is affiliated regarding internal assessment is followed strictly. The college has an Examination coordination cell, which organizes the internal assessment of all the semesters. Marks are also allotted for regular attendance of the students. The examined answer scripts are shown to the students. They could understand their mistakes and are advised how to rectify the mistakes. The students are encouraged to discuss their doubts with the concerned teachers. For each semester, two internal assessments are conducted per course. The schedule, duration, question pattern and syllabus are explained to the students before the internal assessment. If any student was absent during class test for a medical/valid reason have to submit an application with proper documents, a separate examination date is arranged for the absentee student.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/2.5.1.pdf

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

The college strictly follows the guidelines of the University regarding examination. At the end of each session, the final examination is conducted by University. Internal examination related grievances, if any, are dealt with utmost care. The mode of internal assessment includes written class tests, assignments, seminars and viva-voce. As the answer scripts of the class tests shown to the students, they can understand their mistakes. The assignments are also checked and returned to the students. If they have any queries regarding evaluation process, they can clear their doubts with the concerned examiners. The notice are given in the detailed schedule for the internal examination which is uploaded in the college website 7-10 days prior to the examination. The evaluation process is completed within 10 days of the examination. The internal assessment is completed before the form fill up date of final examination. The marks of internal assessment are uploaded to the university portal online followed by submission of foil offline also.. In this year there is no major grievances regarding internal assessment.

For griveances related to university exams and evaluation process are catred case to case basis.

University has provision of retotaling and revaluation also many students get benefited by this system every year

File Description	Documents
Any additional information	View File
Link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/2.5.2.pdf

2.6 - Student Performance and Learning Outcomes

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

Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution. Institute follows the curriculum designed by affiliating University. The PO and CO for all the courses are prepared by the concerned teachers and uploaded in the college website. In institute, there are programmes in UG . Level, From the day of commencement of classes, the teachers explain the course structure and CO PO of the courses they have enrolled. The

courses are so designed that the students can learn and understand the basic concepts and skills related to the subject. The Career Counselling cell of the college organizes seminars and workshops for job opportunities.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/2.6.1.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The attainment of the programme outcome and course outcome of the courses are determined by the final results obtained by the students. The results are recorded in the department and are discussed in the meeting of IQAC. The department also records students' progression to higher studies and their job placement after graduating from the college. The feedback report from the students are also collected and analysed by IQAC for attainment of CO & PO.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/2.6.2.pdf

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

350

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/2.6.3.2.pdf

2.7 - Student Satisfaction Survey

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

<https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/2.7.1.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

1

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.rungtacolleges.com/AOAR%20LINK/2022%2023/3.1.3.1.pdf

3.2 - Innovation Ecosystem

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

The institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge. The institution has provided sufficient facility for conduct of the academic and non academic activities. The innovation inculcates the attitude of being updated with the latest IT tools and the ecosystem supports the faculties to nurture and adopt the change.

There are facilities like IT infrastructure , projectors, wi-fi connectivity, LAN, required softwares, updated computer labs , scanner, printer, photocopier etc are the integral part of the system. The institute also organize the seminar, conference, workshops and guest lectures to accommodate the eco system.

The initiatives are field study, school observation by dept of

education students, projects by the students of BCA, BBA , M.Com, dissertation of the M.Sc BT/MB, Nature the Panorma organized to exhibit the model making by the students in the event which are static and working. The institution takes all the innvoative efforts in the form of workshop / hands on training which has made a remarkable change in the students wellbeing. The results are also proud factor which has secured by the students in the university as a merit student.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/NA.pdf

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

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

12

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/3.3.1.2.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

18

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

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

16

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

3.4 - Extension Activities

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

The college organizes a number of extension activities to

promote Institute-neighborhood community to sensitize the Students towards community needs. The students of our college actively participate in social servi. The college runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities like AIDS Awareness , Seminar On TOBACO consumption and its effects on Society" , Tree plantation , The Empowerment of Women" , Garlanding on the picture Swami Vivekananda and the importance of Special Camp etc.

File Description	Documents
Paste link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/3.4.1.doc
Upload any additional information	View File

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

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

5

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

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

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

10

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

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

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

1538

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

25

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

15

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Institute has LUSH GREEN CAMPUS with the Academic Campus, the Hostel Campus, and the sports ground. The Academic Campus possesses a composite building with its own resources including a solar power grid and a generator. The Academic Campus i - comprises of the Principal's Chamber, College Offices for both Day and Morning Section, IQAC room, Teachers' room, Departments of , Physics, Chemistry, Zoology, History, Commerce, Computer laboratory, Central Library, Library for evening for hostlers , Seminar room, Generator room, College Canteen and lecture rooms Girls' Common room, boys Common Room.

Laboratories of Physics, Chemistry, Micro biology, Biotechnology, Computer labs, Pscycology lab, Curriculum lab, Language lab etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/4.1.1.doc

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

The college possesses its own football ground, basketball ground, volleyball ground, badminton ground, handball ground, kabaddi ground, kho kho ground and jumping pit total covering area about nine thousand five hundred square meters. Sports equipment for both indoor and outdoor games is available in the Physical Instructor's room. The Annual Sports Meet carnivals arranged successfully every year. There is a Multi Gym in our college where interested students get chance to practice regularly both in the morning and afternoon. The College runs a Yoga centre . The Cultural programmes are organized by the students of the college on special occasions, e.g., Freshers' Welcome ceremony, celebration of Independence Day, Republic Day, Teachers' Day, hindi divas, Saraswati Puja and so on. Cultural competition is arranged by the students and judged by the external. Prizes are awarded to successful competitors in the Annual social. In the Annual Social our students perform various cultural events and renowned artist(s) is also invited each year.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/4.1.2.doc

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

21

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/4.1.3.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

5578650

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Library is equipped with DELNET The Library has a rich collection of over books which includes both the text and the reference books. It subscribes to seven journals and fourteen magazines and newspapers together. The holdings of the Central Library mainly includes text books, reference books, reference tools, few reports, journals, magazines, employment gazettes and few CDs. Besides this, the college is a member of delnet through which the members can access the e-journals and e-books included in it and also the 6.00,000 e-books . Library Automation The Library is partially automated using the my rungta erp Library Management Software. The entire collection of books has been uploaded in the database of the software.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/4.2.1.pdf

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

A. Any 4 or more of the above

resources	
File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
1565506.93	
File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
15	
File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File
4.3 - IT Infrastructure	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	
The college provides internet access to all faculty members across all Departments for academic purposes. Academic Departments are provided with a minimum of one desktop computer	

and one laptop computer. All academic departments and the college office have a copy of antivirus software for security purposes. The College office, the principal's chamber, and the Central Library of the college have internet access. There is Wi-Fi accessibility across the campus. LED projectors are provided to academic departments for use in teaching. Computers that are no longer in use are replaced with new ones. Obsolete computers in the Laboratory of Geography, the Laboratory of both Mathematics and Commerce, and a few other departments are replaced with new ones. The Central Library of the college is ERP myrungta for academic purposes. Two computers in the Central Library are devoted to students .

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rungtacolleges.com/AOAR%20LINK/2022%2023/4.3.1.pdf

4.3.2 - Number of Computers

120

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

612185

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

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

Our college tries its best to provide better physical and support facilities to students and staff members. Each financial year requisitions are invited from IQAC, different laboratory-based academic departments, games and sports department, library committee. All departments submit their judicious requisition lists to college authority. Infra structure committee submit their proposals for maintenance of present physical infrastructure and necessary upgradation of the present ones. A consolidated budget is prepared and approved by the Governing Body. Then following the standard purchase procedures equipments of different laboratories, computers, books and journals, major sports goods, drinking water machines etc are procured. Construction works are implemented with proper and regular supervision of professional engineers and experienced internal staff members of the college. Members of computer subcommittee and asset management subcommittee are promised to arrange the maintenance of computers, generator(s), drinking water machines, plumbing works etc. Honours students are encouraged to deliver short seminar lectures through Power Point presentations using LCD projectors. Sports complex and multigym are maintained by physical education department. A casual gardener is appointed for weeding, planting pruning and watering as well as the general maintenance of the gardens and greenery of our beloved campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

311

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

311

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/5.1.3.doc
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
602	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
602	
File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent	A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

104

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

99

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

10

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

10

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Institution facilitates students' representation and engagement in various administrative, cocurricular and extra curricular activities (Student council/ Students representation on various bodies as per established processes and norms) on line complain system plays a crucial role in representing the interests and concerns of students on academic and administrative bodies within colleges. Through various activities and initiatives, the student representatives acts as a bridge between the student body and the college administration, ensuring that students have a voice in decision-making processes. The students engages in a wide range of activities aimed at improving the overall college experience for students

File Description	Documents
Paste link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/5.3.2.pdf
Upload any additional information	View File

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

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

22

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

There is a Alumni Association that contributes significantly to the development of the institution through financial and/or other support services it contributes in different activities of our college. The association periodically conduct some relevant and meaningful events for the alumni association in order to increase the engagement and build a good connect with the allumni. Once the association decides to conduct an event, the next big thing is deciding what kind of event to be kept and how it could be different from the events conducted in the past. We have already started the process of registration of our allumni association.

File Description	Documents
Paste link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/5.4.1.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) **D. 1 Lakhs - 3Lakhs**

File Description	Documents
Upload any additional information	View File

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 governance of the institution is reflective of and in tune with the vision and mission of the institution. Vision of the Institution to emerge as the leading academic institution in the region where knowledge and skills complement each other and competence leads to confidence with sustainability among the students. Mission of the institution Bringing the fruits of higher education to the students of this agrarian belt comprising first generation learners, students of reserved categories and minorities is the mission of the institution. To open courses and introduce new subjects for the advancement of students and the society as a whole. To open opportunities for the elderly persons also, along with the youths, to learn various skills and develop and increase knowledge in various branches of arts and science, in tune with the endeavour of the government and guidelines of the University Grants commission. Shifting from conventional curriculum to a more dynamic and learner-friendly system of curricular choices in response to social needs Enhancing the competence and skills of the learners towards achieving excellence To stay in the path of decentralization and participative management system in governance. To open more post graduate courses so that the local community, as well as the young generation of the society, get easy access to higher education.

File Description	Documents
Paste link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/6.1.1.pdf
Upload any additional information	View File

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

The Institute practices decentralization and participative management. Before implementation of any important measure related to college infrastructure development, introduction of new courses, budget allocation to various activities of the college the Principal discuss it with the different stake holders like teaching, non-teaching staff, students' alumnus in meetings, and thereafter funds are mobilized and decisions are

taken. All important decisions are taken after frequent consultation with the College Governing Body and the stake holders. The administrative section has been decentralized. Different Committees have been formed for the smooth functioning of academic and administrative works of the institution. The committees look after the growth and development of the institution, increase facilities for the students, and above all steady development of the learning-learning process and creating better environment for it. Principal follows up with parents of defaulters in attendance. Regular interaction with the representative of the student council is a practice of the administration and the teachers in this college. It helps to understand the students' psychology, aspiration and problems in a better way. In formulating various policies to improve the quality of academic and administrative affairs, development of the college, opinion of the students is given due weightage.

File Description	Documents
Paste link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional Strategic/ perspective plan is effectively deployed Curriculum Development Participation of teachers in workshops offering healthy suggestions for updating curricula of UG and PG. Involving Students in Project works and group discussions. Holding academic excursions beyond curricula. Continuous Internal Assessment UG and PG Teaching and Learning: Regular use of ICT in classrooms along with conventional method of teaching have make learning easy for the students. Field surveys and field trips are carried by some departments to make students learn from the real-life situation. Traditional and modern equipment are used by the teachers. Examination and Evaluation: All year-round evaluation through Class Tests, Tutorials, Student seminars/presentations keeps the students in touch with their subject. The Research Cell holds regular meetings and programmes to broaden the academic perspectives through presentations of research conducted by faculty. Library of the college is partially automated Computerised. e-books and e-journals are accessed through DELNET BOOK BANK and Reading

room facility available for all. A separate journal section is present. Departmental seminar Libraries exist . Admission of Students the admission procedure at undergraduate level was completely online. Centralized admission was followed for admission to PG courses in University as well as in affiliated colleges.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/6.2.1.pdf
Upload any additional information	View File

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

The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc. Governing body of the college is the highest authority. President of the G.B. is appointed by the Dept. of Higher Education, Principal acts as the ex-officio Secretary of the GB. The College follows the rules and regulations of the UGC, The Department of Higher Education, Govt. of West Bengal and the affiliating University of Burdwan. Teaching and Non Teaching staffs are recruited by the G.B on the recommendation of the West Bengal College Service Commission, the service rule of the state government are strictly followed.

File Description	Documents
Paste link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/6.2.2.pdf
Link to Organogram of the institution webpage	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/6.2.2.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in

A. All of the above

**areas of operation Administration Finance
and Accounts Student Admission and
Support Examination**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures for Teaching and Non- teaching staff Welfare schemes available for Teaching & Non-Teaching staff government schemes: Provident Fund Gratuity Earned leave encashment. Project grants and support for Hosting seminars, conferences, and workshops within the campus. Additional research grant for research/project. Group Insurance, Employees cooperative society Residential quarters on the campus Child care leave, Maternity leave paternity leave,Health insurance for Non-teaching staffs.

File Description	Documents
Paste link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/6.3.1.doc
Upload any additional information	View File

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

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

22

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

6

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

4

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Institutions Performance Appraisal System for teaching and non-teaching staff institute has full time faculty members including honourable Principal Sir/Madam, Most of whom are young and newly appointed. The faculty members are very much engaged in enhancing their academic performances as reflected by a significant number of publications in different journals and huge attendance in different national and international seminars and webinars every year, apart from their routine duties of giving lectures, setting question papers, invigilation, answer-script evaluation, and so on. The College has a self-appraisal diary that comprises of class routine with day-to-day timing of classes in tabular form, list of holidays and personal details. These self-appraised performances are taken into account for the promotion of the individual teacher and his/ her subsequent placement for the next grade/scale of pay. At the time of promotion of the non-teaching staff, the concerned appraisal report is scrutinised by the committee set up by the Governing Body and the nominees of the Higher Education Department and the University of Burdwan. The institution also collects feedback from the students, alumni, teaching staff, and other stake holders regarding their performances and appraises them accordingly as and when required.

File Description	Documents
Paste link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/6.3.5.doc
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Institution conducts Audits both Internal & External regularly at the end of every financial year to prepare financial statements which show income and expenditure such as staff salary, special fees, accounts. In accordance with the ordinance of the University and the Constitution of the College, the day-to-day finances are managed by the finance committee in consultation with the Principal. The overall supervision of the finances of the College is done by the Chief Accountant of SRGI on a periodical basis. External Audit & Financial audit of the College is done by the government agencies at regular intervals.

File Description	Documents
Paste link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/6.4.1.pdf
Upload any additional information	View File

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

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

25000

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

Policy for Recourses mobilization and utilization Institute maintains & follows a well-planned process for the mobilization of funds and resource. The process involves various committees of the institute as well as the Department Heads and central Accounts office. Institute has designed some specific rules for the fund usage and resource utilization.

Utilization of Funds

Ø A Purchase Committee has been constituted to monitor the optimum utilization of funds for various recurring and non-recurring expenses

. Ø The purchase committee seeks quotations from vendors for the purchase of equipment, computers, books, etc

. Ø The quotations are scrutinized by the Purchase Committee before a final decision is made based on parameters like pricing, quality, terms of service, etc.

Ø The Principal, Purchase committees along with centralthe Accounts department ensure that the expenditure lies within the allotted budget

. Ø The intervention of the management is sought in case the expenditure exceeds the budget.

Ø Before the financial year begins, Principal and Heads of Departments prepare the college budget.

Ø The institutional budget includes recurring expenses such as salary, electricity and internet charges, stationary & other maintenance costs.

Ø It includes planned expenses such as lab equipment purchases, furniture, and other development Expenses

Ø Library functions beyond the college hours for the benefit of students, faculty, and alumni.

File Description	Documents
Paste link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/6.4.3.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

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

1. IQAC initiated Green Audit.
2. Initiated Academic Audit.
3. Organized International Seminar on Nano Technology.
4. Arranged Health checkup camp.

File Description	Documents
Paste link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/6.5.1.pdf
Upload any additional information	View File

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

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 The

IQAC has taken a leading role to ensure quality education and strengthen the culture of effective education by – Encouraging teachers to deliver the best in teaching learning process. Encouraging innovative methods in the field of work Identifying benchmarks. Setting up goals and reach them in all sphere of education. Introducing best practices for academic improvement. The institute organizes Faculty Development Program for all the academic staffs. This brings the actual approach of the faculty. Suggestions are given for improvement. The system has adopted the erp as well. where faculties insert the required data of the subject. Teaching diaries are weakly checked and correction are suggested with action taken or follow up. Chartered Accountants are invited to give lectures to students on B.com and BBA. Like wise hands on training has been organized by the Dept of MB/BT. More orientation has been on practical learning and learn with activity based learning to accomdate the change post covid scenario.

File Description	Documents
Paste link for additional information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/6.5.2.pdf
Upload any additional information	View File

<p>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)</p>	<p>C. Any 2 of the above</p>
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File Description	Documents
Paste web link of Annual reports of Institution	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/6.5.3.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

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

Safety and security: The whole premise has been guarded by walls and is also well lit and is under CCTV surveillance .

Gender friendly amenities: Two common rooms are available for female students with attached toilets . There are a sanitary napkin vending machine. Separate toilets for women teaching and non-teaching staff are also available on the campus.

Awareness campaign: The college promotes engaging openly with the topic of gender equality through several seminars and awareness campaigns.

Counselling programme: Women teachers regularly counsel female students about gender issues. The Career Counselling Cell specifically addresses the needs of girl students. There are boxes installed in the campus for collection of written statements about grievances.

Sexual harassment prevention cell: A sexual harassment prevention unit has been set up.

Self-Défense: NCC women cadets have set up self-defence training for girls.

Gender equity promotion programmes

Title of the programme Period (from-to) Participants

Red Ribbon programme.

File Description	Documents
Annual gender sensitization action plan	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/7.1.1.a.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/7.1.1.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Institute has facilities for the management of Different types of waste like Solid waste management / Liquid waste management /E-waste management /Waste recycling system, Hazardous chemicals.Solid waste management All the teaching ,Non-Teaching staff and students are encouraged to maintain proper waste management habits. The college has placed bins marked as Biodegradable and Non-biodegradable. The collected waste is disposed off accordingly in pits. We have signed a MOU with the Municipality authorities. Therefore, the accumulated wastematerials are finally collected and disposed off by the municipality staff. Liquid Waste Management: The college has constructed an underground safety tank to collect chemical-mixed waste water of the laboratories. Sewage from the restrooms is directly discarded into the municipal drainage system. During the use of the chemicals, the college has assured to use apron, protective eyeglass and hand gloves. However, the college has also encouraged to follow semi-micro method for analysis

purpose, in which the chemicals are used in small quantity. E-Waste management: Various e-waste such as non-functional computers and other non-functional electric equipment are collected and stored in a designated room from where toxic material cannot be released.

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

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

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

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

Our college has committees like the Grievance Redressal Cell and the Women Cell which deal with complaints irrespective of anyone's gender, caste or creed. The Institute has been proactive in sensitizing students to cultural, regional, linguistic, communal and socio-economic diversities. The College observes commemorative days like Independence Day, Republic Day, Youth Day (On the Birth Anniversary SWAMI VIVEKANAND day, International Yoga and so on. Ideals of communal harmony and tolerance as professed by our cultural icons are recalled and emphasized. Events such as Sports Meet, Freshers' Welcome and Social are organized annually, wherein students irrespective of their backgrounds, are encouraged to participate. Several departments organise field trips to acquaint students with diverse socio-cultural practices in our country. Community services undertaken by EDUCATION DEPARTMENT play a vital role in promoting an inclusive environment.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens college has a huge student strength that is fruitfully employed to constitute a beneficial workforce for the betterment of the society. The teachers and non-teaching employees of the college are very much conscious of their social and constitutional obligations. They are dedicated to prepare the students for their academic career as well as turning them into responsible citizens. Students are acquainted with the rich variety of the Indian population - their languages, religions and cultures. College organizes study tours for students under the guidance of both its teaching and non-teaching personnel. The students and employees of College are well aware of their democratic rights and responsibilities. The college organizes blood donation camps in the campus once a year. Our Students participate in Mock Parliaments by which they learnt how an MLA or an MP should behave in the house, how to address the speaker, how to argue for and against a bill. This makes them aware of the duties and responsibilities of an elected representative. The college believes that proper training during student life can make a learner suitable for being a responsible leader of the country

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/Sensitization students.pdf
Any other relevant information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/7.1.9.pdf

<p>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</p>	<p>A. All of the above</p>
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File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

Institution celebrates / organizes national and international commemorative days, events and festivals College projects cultural vibrancy through the observance of several national and international commemorative days, events and festivals. The academic session begins with the celebration of followed by the observance of the Independence Day, Republic day, Teachers' Day, Freshers' Welcome Ceremony and the Annual College Social. The latter two events are usually held in September and December respectively, while Youth Day is observed on the birth anniversary of Swami Vivekananda, and is succeeded by occasions like Netaji's birthday and the Republic Day. Saraswati puja is celebrated sometime in January/ February while the Annual Sports marks the end of the winter season. Students celebrate GARBA NIGHT, RUNGTA-FEST, RUNGTAKITE-FEST, CARNIVAL ENTHUSIASTICALLY, Teacher day celebration is organized by individual departments respect. The Institution facilitates positive interaction, bonding and growth of team spirit which are augmented by participation in other commemorative events as well such as HINDI Divas, World Environment Day and International Yoga Day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

There are two Best Practices: Avishkar and Online complaint module in erp.

Avishkar are conducted over a period of time which initiated in October and ended in February 2023.

The objective is to provide platform to expose the creative and innovative in Avishkar. The models are judged at various levels in five broad categories. The winners get cash prizes. Students register under a faculty. As a result patents have been recorded.

The other is online complaint module in erp.

The module suggests that every content of the institute is in portal. The modules provide scanner where students can scan and complaint to the management. The complaint can be any type of academic and administrative. Within 24 hours, all the complaints are completed.

File Description	Documents
Best practices in the Institutional website	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/merge_7.2.1.pdf
Any other relevant information	https://www.rungtacolleges.com/AQAR%20LINK/2022%2023/merge_7.2.1.pdf

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 one distinctive area which has been priority is conversion of the system from manual to erp. The institute has set it as a goal to make the system availability in the portal of the college. The students and all the staff members have their login and id through which they can find all details in the portal.

The students can pay fee and find all the documents submitted during their admission. They can also find the attendance and notes, etc anywhere anytime they wish to have.

This system makes us easy to find the details of the classes, students and understand the academic and administrative work and its completion. The online system has led to reduce the paper work and a new development in the new era.

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

7.3.2 - Plan of action for the next academic year

1. New course launch in DCA and PGDYEP.
2. Launch of NSS, Estabilshment of 2-Unit of NSS of 50-Students.
3. Encouragement of the research paper and patents publications.
4. More emphasis in experiential learning and collaborative learning with increase in number of MOUs.
5. Planning to Initiate campus shifing due to technical Reason.