



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>R.S.D.Academy</b>
• Name of the Head of the institution		<b>Dr.Vinod Kumar</b>
• Designation		<b>Director</b>
• Does the institution function from its own campus?		<b>Yes</b>
• Phone no./Alternate phone no.		<b>05912452442</b>
• Mobile no		<b>9837075443</b>
• Registered e-mail		<b>rsdacademy@yahoo.co.in</b>
• Alternate e-mail		<b>rsdacademy2001@gmail.com</b>
• Address		<b>Ram Ganga Vihar,phase -2,Moradabad</b>
• City/Town		<b>Moradabad</b>
• State/UT		<b>Uttar Pradesh</b>
• Pin Code		<b>244001</b>
<b>2.Institutional status</b>		
• Affiliated /Constituent		<b>Affiliated</b>
• Type of Institution		<b>Co-education</b>
• Location		<b>Urban</b>

• Financial Status	<b>Self-financing</b>				
• Name of the Affiliating University	<b>M.J.P.Rohilkhand University, Bareilly</b>				
• Name of the IQAC Coordinator	<b>Monika Bhatnagar</b>				
• Phone No.	<b>9411432581</b>				
• Alternate phone No.					
• Mobile	<b>8218574953</b>				
• IQAC e-mail address	<b>rsdacademyiqac@gmail.com</b>				
• Alternate Email address	<b>monikabhatnagar.iftm@gmail.com</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://rsdacademy.in/degreecollege/aqar/file/28997-aqar-coed.pdf">https://rsdacademy.in/degreecollege/aqar/file/28997-aqar-coed.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://rsdacademy.in/degreecollege/ac/file/22949-academic-calendar-2021-22.pdf">https://rsdacademy.in/degreecollege/ac/file/22949-academic-calendar-2021-22.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.61</b>	<b>2011</b>	<b>30/11/2011</b>	<b>29/11/2016</b>
<b>Cycle 2</b>	<b>B++</b>	<b>2.86</b>	<b>2019</b>	<b>08/02/2019</b>	<b>07/02/2024</b>
<b>6.Date of Establishment of IQAC</b>			<b>16/12/2007</b>		
<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	
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>		
• Upload latest notification of formation of			<a href="#">View File</a>		

IQAC		
<b>9.No. of IQAC meetings held during the year</b>	<b>2</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>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>Institution has given their contribution in the field of social awareness programme like gender issues, women empowerment, selfdefense,covid-19 vaccination as well as covid awareness program etc. For their effective contribution in society, university sanctioned one more unit of NSS to the institution.</p>		
<p>College has conducted the online classes, webinars like financial literacy programme, human values and professional ethics and role of ICT in higher education etc for students and teachers during pandemic.</p>		
<p>Instituion got one unit of Senior wings,9 UP Girls Battalion NCC in the current year. Ms. Sukhrani is a Caretaker of SW. IQAC organized the workshops, webinar, guest lecture in which students attain the knowledge about benefits of NCC. They learn self defense, self discipline,unity and national integration. During this year, 9 U.P. Girls Battalion conducted the camp in our college and so many faculties invited as Guest Lecture to benefit the NCC cadets.</p>		
<p>Various online competitions and activities to develop the soft skills and personality in students as well as motivating thestudents to enroll in MOOC's and get the certificate after examination.</p>		
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		

Plan of Action	Achievements/Outcomes
Orientation programme, cultural fest, competition on various activities like sports, yoga will be organized.	Orientation Programme, competition on various activities, cultural fest have been organized.
Workshop, and webinar will be organized for students to enhance their knowledge and develop innovative skills.	Students participation have been increased and they are focusing on learning new skills.
Online classes will be conducted for completing the syllabus	It has been conducted.
NSS & NCC programmes will be organized.	NSS & NCC programmes have been conducted by institution under the guidance of Programme Coordinator.
Counseling session, Preparation on competitive exams and remedial classes will be started. for slow and advance learners.	All Classes have been conducted through online and offline mode.
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
<b>Name</b>	<b>Date of meeting(s)</b>
<b>Nil</b>	<b>Nil</b>
<b>14. Whether institutional data submitted to AISHE</b>	
<b>Year</b>	<b>Date of Submission</b>
<b>2022</b>	<b>18/04/2022</b>
<b>15. Multidisciplinary / interdisciplinary</b>	
<p>Institution is providing the interdisciplinary courses in the field of commerce, business administration and education like B.Com, M.Com, BBA, B.Ed and M.Ed . As per new education policy, students avail the various opportunities in above fields. They can get the</p>	

theoretical and practical implications of these subjects which fulfill the requirement of corporate sector and academic. The curriculum of these courses are designed by Rohailkhand University, Bareilly (U.P.) which is available on university websites i.e. [www. mjpru.ac.in/index.aspx](http://www.mjpru.ac.in/index.aspx)

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

Not applicable on affiliated institutions.

#### 17.Skill development:

Institution provides skill development courses which are as follows:-

1) Diploma course in computer for 3 and 6 months.

2) According to NEP , new subjects have been included in BBA and B.Com courses like

Office Management and Secretarial Practice, Office Automation using Ms- Office, Computerized Accounting, which develops the ability (skills and expertise) in students to learn the practical aspects of business world.

3) Various Seminar, webinar, workshop are organized .

4)B.Ed students also get the training in teaching by sending them in other schools to teach the students of various classes.

5) Students can also participate in NCC, NSS, Rovers/Rangers, Scout/Guide, Judo, Sports , Yoga which develops the enthusiasm , sound health ,sense of responsibilities & belongingness among the students.

5) Apart from it, students also enhance and updated their skills through project work , market survey, research paper & dissertation etc.

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

## Objectives

After Completion of Course the student teacher will be able to:

1. Gain advanced knowledge of developmental processes and principles
2. Study different methods of understanding child
3. Understand the specific features of childhood and adolescence as distinct stages of development
4. Understand practical application of theories
5. Understand multicultural families with diverse forms of child rearing and Parent-child relationships
6. Create awareness about children and families living in difficult circumstances
7. Aware of the current issues confronting adolescents.
8. Understand concept of education and history of Education.
9. Understand the national goals according to Indian Constitution
10. Understand diversity of Indian society
11. Develop understanding of classroom in social context
12. Understand educational heritage
13. Develop understanding of policy frameworks for public education
14. Understand issues of contemporary Indian society
15. Acquire knowledge and understanding about the learner and the teaching-learning process to bring effectiveness in the learning outcomes;
16. Gain an understanding of different theoretical perspectives on learning with a focus on cognitive views of learning as well as social constructivist theories;
17. Develop sensitivity to the language diversity existing in the classroom

18. Understand nature of classroom discourse and develop strategies for using oral language in the classroom

19. Develop listening and speaking ability

20. Develop basic understanding and familiarity with key concepts - gender, gender bias, gender stereotype, empowerment, gender parity, equity and equality, patriarchy and feminism

21. To develop an understanding of the concept of ICT in Education.

22. To develop an understanding of the importance and need of communication through ICT.

23. To develop an understanding of the psychological bases of using various support media required for ICT.

24. To provide much hands on experience with computers.

25. To familiarize student-teachers with contemporary teaching-learning techniques.

26. To enable student-teachers to recognise, understand and appreciate ICT as an effective learning tool for learners and an enormous functional support to teachers.

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

Students get the overall development after completing the courses.Each course is fulfilled the requirement of corporate as well as academic sector due to introducing the skill development courses. These courses build up the confidence , develop the skills as well as making the expertise in their subjects and responsible human who understand and give their contribution in economic as well as social development. so that these valuable things which craetes the ability of leadership and innovative thinking among the students.

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

Distance education is not applicable on affiliated institution as per the University norms.

### **Extended Profile**

#### **1.Programme**

1.1

05

Number of courses offered by the institution across all programs during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>2.Student</b>		
2.1		658
Number of students during the year		
File Description	Documents	
Institutional Data in Prescribed Format	<a href="#">View File</a>	
2.2		0
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		204
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>3.Academic</b>		
3.1		93
Number of full time teachers during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
3.2		93
Number of sanctioned posts during the year		



File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	34
4.2 Total expenditure excluding salary during the year (INR in lakhs)	7827401
4.3 Total number of computers on campus for academic purposes	116

## 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 in the following ways:-

- The head of the institution organizes the meeting in each department in every session and the latest syllabus distributed to all teachers. Time table is prepared as per the curriculum. Then the college prepares its own academic calendar which includes activities like seminar, guest lectures, unit wise test, workshops etc for developing personality and leadership skills in students so that they meet their professional demands of global era.
- Creating awareness among the students regarding inclusive education, interdisciplinary approach, computer literacy, value based education. Special classes are also held for slow learners to make them familiar with contents of the curriculum effectively.
- We train the students to use the ICT in the teaching- learning process.

- Prize distribution ceremonies are organized by the institution for students who have secured highest marks in external exams and participated in co-curricular activities.
- Teachers are trained to use multimedia projectors and OHP's for effective delivery of the curriculum.
- The academic council of the college seeks feedback from all the stakeholdersthen reformulate it's strategy to analyze the achievement of objectives of the curriculum in the course of it's implementation.

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

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

- Yes, the college prepares academic calendar for the conduct of CIE .Before the commencement of the session every year, an orientation programme is organizedby the college at which new extracts are appraised by the systems of internal & external evaluation and also distribute the academic calendar to every students.
- institution maychangethe date of practicals which is already mentioned in the academic calendar ass per university norms and government guidelines,
- Internal exam, viva-voce, special tests, projects and assignments is implemented by institution as per academic calendar.
- Mentor is allotted to every students atthe begining of the session. As per acdemic calendar, extra tutorial classes are organized for slow and adavnce learners.
- In this session, onilne classes have been conducted for completing the syllabus, solving the queiries and assignments allotted to the students.

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

**1.1.3 - Teachers of the Institution participate in C. Any 2 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	<a href="#">View File</a>
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**

05

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

**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)**

4

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

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

51

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

**Gender equality, climate changes, environmental education, Human Rights.**

It is in response to a long- felt and urgent need to integrate value education with decision making skills in their personal, social and professional life. College celebrates days of National and International importance as Republic day, Women's day, Independence Day, Teacher`s day, Human Right Day, International Yoga Day etc. These celebrations nurture the moral, ethical and social values in the students. Gender Sensitization The college has Women Grievance Cell and Grievance Redressal Cell to provide counseling to students, promote gender equity among students and also deal with related issues of safety and security of female students, staff and faculty. The college campus is secured with CCTV and high level security. There are separate Boys & Girls hostel (In-campus) for providing the safe environment to all students.

- Seminars, debates, symposium and discussions are held to sensitize students about environment, saplings are planted with the help of NGOs, Youth clubs or NSS Volunteers. Various rallies, Lectures are also delivered to educate students about the importance of environment.

The following courses which address Gender, Environment and Sustainability, Human Values and professional Ethics into the curriculum:- B.Ed, M.Ed, B.B.A, B.Com & M.Com .

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

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

04

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
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

207

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 from the following stakeholders**  
**Students**  
**Teachers**  
**Employers**  
**Alumni**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://rsdacademy.in/degreecollege/feedcell/file/66036-camscanner-12-27-2022-15.18.37.pdf">https://rsdacademy.in/degreecollege/feedcell/file/66036-camscanner-12-27-2022-15.18.37.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	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="https://rsdacademy.in/degreecollege/feedcell/file/66036-camscanner-12-27-2022-15.18.37.pdf">https://rsdacademy.in/degreecollege/feedcell/file/66036-camscanner-12-27-2022-15.18.37.pdf</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 students admitted during the year**

392

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**

214

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

- The admission form contains the column giving the information about the student's interest in various co- curricular activities ,NSS, NCC, sports and any other field. The admission committee discusses with the students their interest and suggests accordingly.
- The college conducts interviews to access the knowledge and skills of the students.
- Students are also referred to subject experts as per their interest.
- Weekly and unit wise class tests are conducted. Special test are arranged for slow learners.
- Assignment based internal assignment is done.
- Tutorial classes are held for slow learners
- Talent search competition is organised and students are trained accordingly to participate in various competitions. Sports trials for various games like Judo, cricket, volleyball etc. are conducted and those who get selected are trained to participate in different competition in intra and inter level.
- Our teachers go beyond the classroom to ensure the students

satisfaction. The teachers even try to help students in case of extreme emergencies so that they get full support from the college. Student suffered from acute depression are held by Dr B.K. Pal the psycho-social Counselor of the college.

- Various seminars, workshop and guest lecture are also arranged for the upliftment of advanced learners.

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

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

Number of Students	Number of Teachers
658	93

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

Students are encouraged to use Lcd's, OHP and smart boards to make teaching -learning process interesting.

- Inter-class quiz competitions, brain storming session and group discussions are held to turn learning process into an engaging and independent learning exercise with an eye on holistic development of students.
- Special classes are held for both meritorious and slow learners.
- Through psychological test aptitude, ability and interest of the students are known.
- Use of ICT in teaching and Power Point presentation. Interactive session of students with experts.
- The institutes organises skill development programmes ,seminars and workshops on academic and social issues. To enhance the experiential learning the students are encouraged for research project, survey reports under the guidance of teachers.
- PPT presentations are prepared by teachers to make teaching



learning process interactive.

Besides models, charts and posters, CD's and DVD's are used to keep the interest of the students alive in learning process besides making the comprehension of contents easy.

- The teaching plans are prepared keeping in mind the intelligence quotient of the students. The teaching plans are made in a way that it facilitates teacher-student interaction and makes the delivery of contents easy, convenient and comprehensive.

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

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

- To encourage self-learning, students use computer and internet/ wi-fi .
- The college organises seminars, debates, guest-lectures, workshops on ICT awareness and uses.
- The college library subscribes to newspapers, journals, periodicals and magazines, e-copy as well.
- Reasoning and aptitude tests are conducted by the college for developing reflective thinking and scientific temper among the students.
- Availability of computer lab with internet, overhead projectors are frequently used by teachers and students.

Students are assigned various creative tasks like project-making, report writing, organising events etc. Internet, newspaper and current affairs cum general knowledge and magazines are used to keep the students abreast with what is happening in and around the globe in the field of ICT..College has entered into tie-ups with institutes like ET & T computers for short- term courses.

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

### 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	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

93

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

12

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

395

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.

1. The college keeps records of projects /assignments related to internal assignments of each course for three years for any reevaluation. It brings robustness and transparency in internal assessment.
2. Attendance is an integral part of the internal assessment. The teacher in our college compensate attendance as per University guidelines for those students who participate in various college/ university events.
3. Evaluated answer books of the unit test are given to the students to assess their progress and to check discrepancies, if any, to the notice of teacher concerned and the Principal.
4. Our teacher go beyond the classroom to ensure that no students will remain unaware about the evaluation process as well as the challenge evaluation. The teachers even try to help students in case of extreme emergencies ,so that they get full support from the college and their studies do not suffer. Students suffering from acute depression are helped by Dr. B.K. Pal ( the Psycho-social Counselor of the college)

5. Grievance redressal cell exist to resolve any issue of the students related to any field.

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

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

1. The answer scripts of internal tests are returned to the students after evaluation and they can immediately convey their grievances, if any, to the teachers.
2. There is a grievance redressal cell at the college level that looks into students grievances regarding errors in evaluation and takes necessary steps to rectify them .
3. The final internal assessment marks are required by the departments and the management for analysis.
4. Errors in internal assessment marks at the university level are reported to the university by the college.
5. The university also has the provision of revaluation in any paper.

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

## 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.

Programme and course outcomes for all Programmes offered by the institution are stated and uploaded on website and the same is communicated to teachers and students.

1. The focus is on all round balanced development of our students so that they become persons of competence, compassion and conscience who can contribute towards nation building.
2. The institute makes all efforts to provide the student opportunities to deliberate on various alternatives and make informed choice so that they become independent strong yet sensitive individual with analytical abilities and innovative

thinking .

3. The focus is also on motivating the undergraduates to equip themselves with the skills so that after graduating not only they should be able to face any challenges they meet but they also become agents of positive change in contemporary scenario.
4. The learning outcomes of the students is evaluated by assigning topics time to time for presentation and class evaluation. This helps the students to know the subject and feel free to express their opinions.

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

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

The course outcomes is measured through syllabus, completion of syllabus, continuous evaluation (internal evaluation), setting up of question paper, evaluation, and result.

The 75 percent of compulsory attendance to qualify for writing the examination of the courses is adhered to, to ensure students participation in the class. The continuous evaluation written assignments, presentation of papers, oral presentations, field work and so on. examination of every course is based on written examination of three hours, the question paper of which is required to test the knowledge of the student .

#### Attainment of the Programme Specific Outcomes

The programme specific outcomes is measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme.

#### Attainment of the Programme Outcomes

The number of students placed as teacher during the period of assessment is an evidence of the attainment of the programme outcomes.

At the Post Graduate level and Undergraduate levels, the attainment of programme outcomes is measured through students' progress to higher studies, in any higher educational institution in India or abroad. Another, measurement of attainment is students' placement in companies and institutions.

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

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

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

205

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

### 2.7 - Student Satisfaction Survey

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

<https://rsdacademy.in/degreecollege/feedback/file/55942-camscanner-12-27-2022-13.31.13.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 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

00

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

### 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)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

## 3.2 - Innovation Ecosystem

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

Institution has adopted innovative techniques to deliver the knowledge to the students. In different course programmes, number of techniques are used to deliver the content more practical approach.

1. To describe the content powerpoint presentations are used. Students are also given the opportunities to take initiative and present their views on the topic allotted to them.
2. College also organises the educational and industrial tour to give them practical knowledge and get aware about new places.
3. Different types of seminars and workshops are being conducted to create awareness among the students and faculty members.
4. As per initiative for creation our college invites suggestion and opinion wherever it is matter to launch anew creative things.
5. Our institution has a proper supplyof solar power plant which supplypower to all different units in the institution for developing a continuity for innovation.
6. The institution invites experts for talks from different domain to enhance understanding about innovation, entrepreneurship and sustainable development of youth.

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

### **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**

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>

### 3.3 - 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	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 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

0

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>

#### 3.3.3 - 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

0

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

### 3.4 - 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

Name of the activity Organising unit/ agency/ collaborating agency  
 Name of the scheme Year of the activity Number of students  
 participated in such activities Koshal Vikas hetu Yuva Karykram  
 RSDGI NSS 14-03-2022 85 World Water Day RSDGI NSS, SCOUT & GUIDE  
 22-03-2022 97 Honor of Rover and Ranger team RSDGI SCOUT & GUIDE  
 28-03-2022 58 Plantation Activity RSDGI NSS, SCOUT & GUIDE 05-07-2022  
 105 Koshal Vikas hetu Yuva Karykram (Agriculture art) RSDGI NSS  
 13-03-2022 75 Koshal Vikas hetu Yuva Karykram (Wooden art) RSDGI NSS  
 12-03-2022 89 Koshal Vikas hetu Yuva Karykram (computer education)  
 RSDGI NSS 11-03-2022 108 Koshal Vikas hetu Yuva Karykram (cooking)  
 RSDGI NSS 10-03-2022 120 International Women's Day RSDGI NCC  
 09-03-2022 25 Koshal Vikas hetu Yuva Karykram (Laghu and suksham  
 Rojgar yojna) RSDGI NSS 09-03-2022 104 Koshal Vikas hetu Yuva  
 Karykram RSDGI NSS 08-03-2022 120 Birthday of Lady Beden Powwel  
 (Founder of Scout & Guide) RSDGI SCOUT & GUIDE 22-02-2022 78 JAYNATI  
 OF CHATRPATI SHIVAJI MAHARAJ RSDGI NCC 19-02-2022 85 Fourth One Day  
 Camp RSDGI NSS 04-02-2022 90 Voting Awareness Campaign RSDGI NSS  
 09-02-2022 75 Voting Awareness Campaign RSDGI NSS 08-02-2022 87  
 Tribute to Lata Mangeshkar RSDGI NCC, NSS 07-02-2022 85 Third One Day  
 Camp RSDGI NSS 07-02-2022 75 Second One Day Camp RSDGI NSS  
 05-02-2022 86 First One Day Camp RSDGI NSS 04-02-2022 85 Online  
 Seminar for Voting Awareness RSDGI NSS 02-02-2022 88 Two Wheller  
 Rally for Voting Awareness RSDGI NSS 01-02-2022 68

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

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**

3

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

**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**

21

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 during the year (Data Template)	<a href="#">View File</a>

**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**

1888

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>

### 3.5 - 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

9

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

#### 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

8

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.

1. The various Laboratories of the institution are upgraded time to time to keep pace with the latest advancements in the field of higher education.
2. Teachers give power point presentation (PPTs) on LCD screen to make their topics interesting with pictures, flowcharts, diagrams, case study etc related to their subjects.
3. An auditorium is a charm to the architectural beauty of this set of learning. It is a perfect venue to hold big academic and other functions.
4. There are separate common rooms for girls and boys equipped with recreational facilities like games, magazines and newspapers etc .
5. Wi-Fi/Internet facility and computer laboratory is well equipped with software to enhance the knowledge of students .
6. A gym with the latest equipment and machines and a yoga room is actively being run inside the campus to prepare a fleet of sportsman .
7. Water filters have been installed to provide freshwater to the stakeholders. Whitewash and paint is also done periodically to give a new look to this institution and to keep the institution dust and insect free. This cleanliness action may be considered as a baby step towards 'Swachh Bharat Abhiyan ' (India cleanliness drive )

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

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

### FACILITIES

### BENEFITS

LECTURE HALL

ICT CLASSES AND AUDITORIUM

7

6

It enhances the mode of communication, cost efficient, paperless and gives better teaching.

LIBRARY

1

Fully enriched with all kinds of latest & update materials required updating knowledge.

COMPUTER & ROBOTICS LAB

1

Computer lab updated with latest version of software & internet. Students can learn about machines through robotics lab.

TRANSPORTAION

2

Transportation facilities are available to students within a radius of about 10 km from adjoining areas of the city.

YOGA ,GYMNASIUM , SPORTS

Regular

Yoga meditation center, gym and sports opportunities at all levels.

JUDO

Twice

Judo offers a safe and challenging environment.

ART & CRAFT

1

Encourage the artistic knowledge, skill amongst students.

MEDICAL AID FACILITY

1

First aid, medical facilities are available.

CAFETERIA

1

Well maintained canteens with hygienic food.

INDUSTRIAL & EDUCATIONAL VISIT

Twice

To provide practical knowledge regarding how to manufacture the goods, work on the assembly lines, plant layout etc.

CULTURAL & CO-CURRICULAR ACTIVITIES

Events

Music and dance classes, in both modern and classical form are organized for students .

HOSTEL

40

Hostel rooms are spacious, clean, and available on single occupancy basis as well as on sharing basis .

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

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

06

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

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

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

637704

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)

Institution has LMS to track the record all the book available in library. It is relational database and helps to cover all the



activities related to library management. It cover up different activities like:- books issued, book returned, classification of books like magazines, journals newspaper, encyclopedia.

Our institution has fully ILS (Integrated Library System) which was implemented in year 2011 with a proper up gradation of system using version 6. The system is best in maintaining large academic library with proper consumer support system. It includes the records relating to the purchase of books. This is a system which incorporates generic functions but has multiple parameters which can be set up by each library. Thus, customizing the system for particular setting was required.

Institution has overcome with a number of problems which are listed below:-

1. The duplication of effort to create and complete a task is totally eliminate.
2. Opportunities of errors are less.
3. Easy changes and modification in this regards is made bit complex.

Library staff can have access to all the required information in day to day working.

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** A. Any 4 or more of the above

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

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

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

0

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

68

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

The college deploys and upgrades its IT infrastructure and associated facilities every year on the basis of following strategies:-

1. New software/ updated version are added to meet the requirement of Curriculum.
2. Wi-Fi hotspot are created.
3. New and updated software for library management through Delnet. Updated ERP software from teachnext.
4. The college intends to train teachers in handling the computers and teach them how to use IT infrastructure for their respective

courses.

5. Computer lab and Library are connected with internet. This facility is provided to both faculty and students. Institute is having wi-fi enabled campus.

6. Faculty and students can access E- learning resources through DELNET on and off campus.

7. For the maintenance of computers and scientific instrument, the institute has annual maintenance contract with 'COMUTECH' from Saharanpur .

8. The data is updated on 30 /05/2021 and nature of linkages is Optical Fibre/Broadband. Now institution has 4Gspeed.

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

#### 4.3.2 - Number of Computers

116

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	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)

551502

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.

The library committee has initiated the following steps for maintaining and utilising physical, academic and support facilities- laboratory, sports, computers, classrooms etc.

1. Books are kept in proper order.
2. Open shelf system for journals, magazines ,newspapers and old year question papers.
3. DELNET connection is subscribed.
4. New magazines /journals are subscribed.
5. A Xerox machine is kept in the library. Library staff assists students to get important pages of books/magazines Xeroxed.
6. There is an assistant professor in physical education, responsible for sports activities of our college and motivating the students to participate in games like cricket, volley ball, basketball, skating, badminton etc. are organized at intra and inter level.
7. Auditorium, seminar and classroom are utilized for the purpose of workshop, conference, seminar, cultural events at intra-inter level.
8. The college has a maintenance committee which looks after maintenance requirements and makes recommendations to college management.
9. The college has appointed several incharge both of teaching and non-teaching staff to look after the property of the institution.
10. Meeting of the incharge of various departments are held on regular basis and appropriate measures are adopted to

safeguard the property of the institution.

11. Various camps of NSS, NCC(SW) ,Scout - Guide are conducted in the campus of RSD Academy.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

103

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

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

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

456

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**

210

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

210

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

28

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

24

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**

17

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

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

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

1



File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	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 )

The college has an active student Council with a leader of students who plays an important role in handling and have proper involvement in academic and administrative activities as the college is having various committee which are headed by the student and respective faculty who help them in organising the academic administrative activities. The college has active participation in various extra curricular and co-curricular activities.

Various committee includes:-

1. Discipline committee-
2. Hospitality committee-
3. Grievance Committee-
4. Cultural Committee-
5. SC,ST Committee
6. Anti raging committee
7. Library Committee
8. Admission Committee
9. Record & maintenance committee
10. Women anti- harrassment cell
11. Parents Teacher's association cell
12. Training & Placement committee
13. Allumini meet association
14. Red ribbon club
15. Rotaract club
16. Research seminar, workshop committee

Apart from this, Student Council has their major role in arranging NSS, NCC camps and activities , participation and representation in scout guide, Rovers and Rangers, sports and various social

activities including blood donation , eye donation, plantations, awareness programme on girls safety, malnutrition , road safety ,our vote our right, etc.

File Description	Documents
Paste link for additional information	Nil
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

05

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

Alumni Association plays an important role and contributing in the institutional development through financial and non-financial means in several ways like in non-financial terms all the current students may get the benefit of the practical exposure, experience, thoughts & ideas of the alumni through guest lecture & interaction session which are conducted by the institution time to time. On the other hand, through this alumni association , we get the information about each one of our passed out students and information about where they are placed, what they are doing ; alumni get the chance to recall the memories; they feel attached & a part of the most loving memory that is their " college life" & the alumni also gets a chance to interact

with the college time to time. In financial terms, the alumni are the major source of internal recruitment so the college can place their own product; alumni's are the source of employment.oo. The amount generated by the alumni association is being used by the needy students in their fees including webinar & seminar, upliftment of the current students in the college for their all round development and research work .

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

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

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

Objectives to achieve our mission and actualize our vision.

1. To impart education at graduation and post graduation level in the faculty of Commerce, Management, Education and computer.
2. To provide a stimulating learning environment for value based education.
3. To provide equal opportunities in higher education for male and female students.
4. To evolve the feeling of Patriotism and universal brotherhood to build up ideal citizens.
5. To develop social, economic, political and psychological consciousness/awareness among the students.
6. To ascertain and educational system in order to fulfil the target

of education and to impart vocational and professional education.

7. To motivate the students to participate in the various contests, sports competitions and activities for physical education and to make them capable of making their contribution to the nation building.

Nature of Governance:- The Managing committee of college is constituted as per University /UGC/ NCTE norms.

Perspective plan:- As per rules and regulations of the university the college plans its academic session, teaching and examination programs, sports and cultural programs keeping in view the best interests of its students.

The Principal holds meetings with the staff both teaching and non teaching to formulate action plans and their implementation .

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

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

The college has a well-defined organisational structure. The Principal is the head of the institution who is assisted by staff bodies and committees constituted for smooth functioning of the college. The management of the institution framed all the policies and plans including regular concern of working employee. This is a form of participative structure where an employee can put his suggestion and discuss various ideas which can be much beneficial for upliftment of the performance.

Decentralisation structure was planned and on every discussion opinions was gained from the committee members. The new schemes introduced in different courses was also a point of discussion. The fee structure levied by the different institution is also a point of discussion in the regular meetings. . The criteria to be followed to provide scholarship and all the related norms is also examined by the committee.. All the committee members also provides their feedback on every decision taken by the Institution. With the coverage of the participative role from both side i.e. employee and

management, the institution is able to gain the benefit of participative management and decentralisation process have also implemented with proper delegation of authority along with responsibility.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Admission committee ensures that all University norms are compiled with full transparency is ensured in the admission process.

Academic development committee looks into the workload of the various departments to ensure adequate, equitable distribution of workload as per University norms. The college believes in quality in all academic and administrative aspects despite same infrastructural constraints that teaching and non-teaching staff is conscious about their responsibility towards all stakeholders.

The college website remains updated and it keeps the students, faculty and other stakeholders aware about all important notices, circulars and attendance matters.

The college has an IQAC to ensure academic and administrative excellence. Special attention is given to high achievers as well as low performers by arranging extra and tutorial classes as per university norms and find suitable by the faculty.

The college also works upon the growing needs of the stakeholders. Industry involvement is to be further accelerated by inviting professionals from Business and Management for interactions with the students to keep them updated about the application side of the subjects taught. The intent is to enhance their competencies for being placed in industry and other organisations or for starting their own entrepreneur ventures/ start-up.

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

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

All operational units have the required autonomy for decision making in their respective domains, where the committees are appointed are responsible for decision making and actions in specified areas. Individual faculty members also has responsibility to act as coordinator of specified activities such as NCC, NSS, Scout Guide, Rovers Rangers & maintaining the college website and also appointed for carrying out specify statutory function such as those of being Deputy Superintendent of exam, internal governance committee, staff council.

Recruitment method:- 1) Institute utilizes both the form of recruitment sources that is external and internal sources.

2) Recruitment sources opted to invite the applicant for job which are external to institution are publishing advertisement in media and casual calling to those applicants who have applied for the job in mid session and if any reference is obtained from the former employees that is checked out.

Grievance Redressal Mechanism:- 1) The grievance redressal committee addresses individual grievance of staff and students. 2) The Principal frequently gives counseling to the students to address their concerns and apprehensions. 3) The anti-ragging committee takes its responsibilities very seriously and is vigilant throughout the year. 4) Suggestion and complaint boxes are prominently placed and regulatory checked.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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

A. All of the above

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

## 6.3 - Faculty Empowerment Strategies

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

Various welfare schemes adopted by the college are stated as:-

- Provident fund as per norms.
- Advance against salary is sanctioned to the employees in case of emergency
- First aid counter has been set up in the college and free medical facility is provided to the employees in RSD Hospital and Research Centre.
- Institution also conducts the free medical camp for students and employees family members.
- 50% Fee concession is granted to the ward of the employees.
- Free books from the book bank of the library are given to the wards of employees.
- Maternity leaves are granted as per rules. Medical, casual, privilege and compensatory leave are granted as per rules.
- Sponsorship to attend the various workshop and seminar

provided to teaching staff.

- Zero interest on loan scheme to purchase laptops /computer.
- Award and recognition for paper writing ,case study, reserach activitiesetc.

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

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

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

16

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

7



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

7

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

For performance assessment of the faculty and staff, we have developed feedback performa for students to give their feedback on each faculty member. The Principal analyse their feedback and give suggestions to the faculty accordingly. In addition to this, we have developed a mechanism to take feedback from the stakeholder. The Principal finally compile the data collected for every faculty . In

the staff meetings and meetings with the management, discussions regarding this are made and he/she can be necessary improvement in them. Sometimes they are called personally and given suggestion for improvement. The faculty is motivated to improve upon its skills and updates its knowledge. The outcome of this review is always use in a positive manner and encourage to faculty to enhance their strengths and to overcome their loopholes /weaknesses. This has a direct bearing on the performance of a faculty in academic and extra curricular achievements of our students. The review is communicated to the individual through letters. The achievement of faculty is appreciated by way of issuing letters of appreciation to them and putting them in their personal files besides circulating notices about the same amongst the staff.

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

#### 6.4 - Financial Management and Resource Mobilization

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

Institution setup to maintain accounting records includes both physical soft copy records . It helps to ensure the things to be in right manner. Institution includes the conduct financial internal and external audit of the college accounts .This task is done with the coordination of our CA (Mr Sunil Kumar Agarwal) who acts as our external auditors associated with AS & Company (an chartered accountnat of the firm), to check ,reconcile and verify all our accounts related transactions and documents. Last audit was done for the session 2021-22. The final reports regarding maintenance of accounts was in favour, there were no major objection raised so far.

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

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

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

0

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

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

Institution has a planned set of organisational structure with Administration and working staff categories. Strategies for mobilization of funds are widely used in achieving the main objective of the Institution i.e. to serve education. The funds are usually invested in following areas:-

- 1.Computer labs, Library maintenance and covering up all updates( software and database)
2. Conducting cultural events like annual day programme, celebration on national festivals etc.
3. Institutionfocus on providing the best to the students by conducting seminar and workshop, trainingprogrammes
4. Educational tours which are conducted in every session to provide practical knowledge to the students and tomake the staff more effective and efficient.
5. To enhance the knowledge of faculty and staffmotivational speeches/ lectures and seminars are conducted for them .
6. Financial support to faculty members who wants to attend FDPs /Seminar /short- term courses to enhance their knowledge and skills in their respective area.
- 7.The strategies were in favour to compile all the instructions laid by the University and as per all the resources and funds are optimally utilised.

8 Funds are used for social awareness programs, blood donation camp, free health check up and the celebration of all national festivals.

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

## 6.5 - Internal Quality Assurance System

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

1) The college is firmly committed to the attain objectives of IQAC and has adopted a quality policy aimed at achieving excellence through continuous improvement, cultural transformation, internalization of quality improvements.

2) Ever since its inception IQAC has started getting the feedback from the students & other stakeholders. The same are analysed in every academic session and suitable actions have been initiated like institution has started skill development programme and use of ICT in teaching in learning process which enhances the growth and development of students in different areas.

3) Students and alumni have been contributing to the effective functioning of the evaluation and improvement mechanism of the college. They play an instrumental role in collecting student's feedback about course teaching- learning amenities and events in the college. Students also have the opportunity to send their suggestions to the IQAC suggestion box and feedback form available in the college.

4) Six faculty members are the key constituents of the IQAC decision-making process whose feedback is taken and analysed before taking any major decisions. As a result, all the stakeholders are expected to get benefited from the reforms suggested by the IQAC and implemented by the college administration & management.

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

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

The teaching faculty is encouraged to attend seminars, conferences & workshop regularly in order to keep abreast of the current development and latest trends in teaching-learning process. Interactive sessions are held where in staff is updated about various rules and regulations.

- The meetings pertaining to the workload and paper/subject allocation starts well in advance in every academic session with a view to enable the departmental heads to work out and locate the desired subject papers to the teachers. This also enables the teachers to prepare their allocated subject paper well in advance thereby giving them ample time.
- Each department holds regular meetings to discuss and review issues pertaining to the syllabus covered by each teacher and other academic issues. Latest Global trends emerging in the field of Higher Education are adopted by the faculty. Unit test are conducted tutorial classes are held for meritorious and slow learners, Free books are given to the needy and deserving students through the book bank.
- To ensure regularity of classes, the Principal takes regular rounds and classes found not engaged are reported on the staff notice-board. The Principal is receptive to all kinds of communication from students and teachers alike.

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

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

**C. Any 2 of the above**

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

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Our college is having a very positive approach towards the encouragement of gender equity. There is no such type of discrimination among the employee, students regarding gender. The college facilities are same for all. The college conducts the seminar, webinar to bridge the gap if any and to develop the gender equity in the society as well, "Women empowerment.", women education etc programmes focuses upon such needed awareness. The college conducts the guest lecture by female Doctors, IPS officers, S.I & Police to make aware about the helpline number provided by the government for the safety of females and on the same time the boys can also share their problems etc. The college had conducted various cultural events like play showing gender equity. "Beti Bachao Beti Badhao Abhiyan like a dance or cameo to give the equal sight to the girl child equivalent to boys."

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

**7.1.2 - The Institution has facilities for alternate sources of energy and energy**

**C. Any 2 of the above**

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

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

- The College is having a proper arrangement of collecting waste. The college had arrangement for both dry and wet solid waste dustbins accordingly and the waste then collected by municipal corporation get it recycled and helps us in cleaning the campus.
- The College is particular about the waste management and is keen in making the campus neat and clean, for liquid waste the college is having the green dustbin all around the campus for the collection of waste and that waste is recycled regularly for its best possible use and reduces the pollution in the environment as college campus is fully eco-friendly.
- The e-waste from the college is collected by third party for recycling and get properly processed from time to time.
- We have composed pit to convert the wet & green waste into compost fertilizer for further use.
- The college is having their own lab for the students of chemistry in education department and proper arrangement is being made for the management of the chemicals in the lab. So that they did not prove harmful for the student and staff. We are having proper management for solid, liquid, e-waste, hazardous waste.

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="#">View File</a>

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

**A. Any 4 or all of the above**

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

**7.1.5 - Green campus initiatives include**

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

**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**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	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**

**C. Any 2 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 Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**A. Any 4 or all of the above**

**5.**

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

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

RSD Academy, is always in favour of harmonical environment and socioeconomic environment in the organisation as employees are treated equally despite of their region, caste, culture etc. The college used to celebrate almost all the festivals like Deepawali, Eid-ul-fitr, Christmas, Guru Nanak Jayanti with full zeal & equal

enthusiasm. The college always do the awareness program like " Kaumi Ekta Diwas", Blood Donation Camp & Plantation (One Man One Plant), International Women's Day, Hindi Diwas, Mental Health, Leprosy, Inclusive education, Know your rights, Art & Craft, Life Skill Training for budding teachers, Vigilance awareness week : 'Integrity-a way of life' etc. The employees have good interpersonal relationship in the organisation the college having a proper gender equity. Women are working in a very safe environment in the college & free environment for both male & female staff. The college always does ethical activities for the society in a proper way in the form of rallies on the programs like voting awareness, Women empowerment, Women helpline knowledge, various seminar /Webinar & Guest Lectures are also organised in short the College is actively involved in building the harmonical environment in & outside the organisation. Human Values workshops are conducted for tolerance, harmony, happiness and other diversities.

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

Sensitization of students & employees of the institutions to the constitutional obligation values, duties and responsibilities of citizens. As in the era of fight against this pandemic known as COVID-19 "CORONA." It is the humble duty & responsibility of all the citizens to have proper arrangement for the sanitization. College on the same node of "social work" is very much involved and dedicated in filling up all the social responsibility always like taking corrective measures by providing proper sanitization of the institute, employees & students in the campus. Make the campus neat and clean & taking & encouraging through awareness programmes to make aware about the safety measures against this pandemic . Distribution of masks & sanitizers is also being conducted in NSS & NCC Camp.

College is actively involved in building the harmonical environment in & outside the organisation. Human Values workshops are conducted for tolerance, harmony, happiness and other diversities.

college request and call the subject experts for lectures about

constitution, human values & profesional ethics. we also make aware all the stake ho;ders and society about their rights, duties & responsibilities time to time.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

**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** A. All of the above

**4. Annual awareness programmes on Code of Conduct are organized**

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

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

RSD Academy, is very actively involved in organising & celebrating National & International Commemorative days, events & festivals. Each & every international day World Cancer Day, World Tobacco Day, International Women's Day, World Girl Child Day & in National days comes Kargil diwas is celebrated & in the same way all the jayanti's on NationalDay is being celebrated like Vivekananda Jayanti, Ambedkar Jayanti, Gandhi Jayanti, Lal Bahadur Shastri Jayanti, Guru

Nanak Jayanti with full zeal & enthusiasm along with that the college is used to celebrate each & every festival with full respect & by organising various competitions like Rakhi competition, Mehndi competition, Rangoli competition, Christmas Decoration & Prakash Parv with full Devotion & Dedication.

The college celebrates all the national commemorative days & events and all regional festivals.

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 Practice: - 1**

ICT- "It's not that we use technology, we live technology"

**Title**

**Workshop on ICT Tools**

### 1. Goal

- R.S.D Academy conducted a workshop on ICT Tools & Skills to provide exposure to the faculty on various freely available.

### 1. Context

- We focused on the ways teachers would use ICT to enhance learning: i.e. research, communication etc.

### 1. Practice

The participants gained the key fundamentals and principles of ICT integration in the curriculum.

1. Evidence

- Students take online classes and get required knowledge about the subject.

1. Problems

- The Workshop is very good but more time is needed for perfection purposes.

Best Practice: - 2

Organic farming: "Save the Planet, Buy Organic"

Title

Installation

1. Goal

The aim of organizing the Organic Farming Practice was to spread awareness among students regarding the necessity of protecting environment.

1. Content

Students are exposed to Commercial farm with in the college campus.

1. Practice

The R.S.D Academy had made Emphasis on case studies and inter-personal based teaching to develop skills in analytical thinking and reflective judgment by reading and discussing complex, real-life scenarios.

1. Evidence

- The college welcomed all the students and faculty members.

1. Problems

- The basic problem while conducting the program was the lack of awareness about Organic Farming.

File Description	Documents
Best practices in the Institutional website	<a href="https://rsdacademy.in/degreecollege/bestpr/file/8697-camscanner-12-07-2022-14.46.23.pdf">https://rsdacademy.in/degreecollege/bestpr/file/8697-camscanner-12-07-2022-14.46.23.pdf</a>
Any other relevant information	Nil

### 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

RSD Academy is well known in its tremendous contribution in the social awareness programs in which the college has active participation always like Blood Donation, Eye Donation & NSS/ Rovers & Rangers/ Scout-Guide / NCC, Pollution Control, Plantation drive & using innovative teaching methods. The college has provided tremendous thrust & priority to its program of diversity inclusion & integration- The college emphasises the need to mainstream the marginalised & weaker sections of students to ensure justice & equity in society. The college is 100% barrier free & has "Under One Roof" enabling unit & equal opportunity cell. The college follows financial aid policy organises courses in the teaching- learning of english language & ICT skills for economically weaker sections, skill training courses, computer literacy & mobility training program. Under its diversity inclusion & integration program, the college during COVID-19 pandemic in 2020, provided a vital support structure to conduct online teaching- learning. These included a computer usage workshop, a workshop on career & job opportunities & mobilities orientation program. The equal opportunity cell of the college is in association with the NSS unit of the college organised & electoral verification program, awareness & rallies.

## 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 in the following ways:-

- The head of the institution organizes the meeting in each department in every session and the latest syllabus distributed to all teachers. Time table is prepared as per the curriculum. Then the college prepares its own academic calendar which includes activities like seminar, guest lectures, unit wise test, workshops etc for developing personality and leadership skills in students so that they meet their professional demands of global era.
- Creating awareness among the students regarding inclusive education, interdisciplinary approach, computer literacy, value based education. Special classes are also held for slow learners to make them familiar with contents of the curriculum effectively.
- We train the students to use the ICT in the teaching-learning process.
- Prize distribution ceremonies are organized by the institution for students who have secured highest marks in external exams and participated in co-curricular activities.
- Teachers are trained to use multimedia projectors and OHP's for effective delivery of the curriculum.
- The academic council of the college seeks feedback from all the stakeholders then reformulate its strategy to analyze the achievement of objectives of the curriculum in the course of its implementation.

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

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

- Yes, the college prepares academic calendar for the conduct of CIE .Before the commencement of the session every year, an orientation programme is organized by the college at which new extracts are appraised by the systems of internal & external evaluation and also distribute the academic calendar to every students.
- institution maychangethe date of practicals which is already mentioned in the academic calendar ass per university norms and government guidelines,
- Internal exam, viva-voce, special tests, projects and assignments is implemented by institution as per academic calendar.
- Mentor is allotted to every students atthe begining of the session. As per academic calendar, extra tutorial classes are organized for slow and adavnce learners.
- In this session, onilne classes have been conducted for completing the syllabus, solving the queiries and assignments allotted to the students.

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

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

**C. Any 2 of the above**



process of the affiliating University	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>1.2 - Academic Flexibility</b>	
<b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>	
<b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b>	
05	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>
<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>	
<b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>	
4	
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 )	<a href="#">View File</a>
<b>1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year</b>	
51	

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

Gender equality, climate changes, environmental education, Human Rights.

It is in response to a long- felt and urgent need to integrate value education with decision making skills in their personal, social and professional life. College celebrates days of National and International importance as Republic day, Women's day, Independence Day, Teacher`s day, Human Right Day, International Yoga Day etc. These celebrations nurture the moral, ethical and social values in the students. Gender Sensitization The college has Women Grievance Cell and Grievance Redressal Cell to provide counseling to students, promote gender equity among students and also deal with related issues of safety and security of female students, staff and faculty. The college campus is secured with CCTV and high level security. There are separate Boys & Girls hostel (In-campus) for providing the safe environment to all students.

- Seminars, debates , symposium and discussions are held to sensitize students about environment, saplings are planted with the help of NGOs, Youth clubs or NSS Volunteers. Various rallies, Lectures are also delivered to educate students about the importance of environment.

The following courses which address Gender, Environment and Sustainability ,Human Values and professional Ethics into the curriculum:- B.Ed, M.Ed, B.B.A, B.Com & M.Com .

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

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

04

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
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

207

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	<a href="https://rsdacademy.in/degreecollege/feedcell/file/66036-camscanner-12-27-2022-15.18.37.pdf">https://rsdacademy.in/degreecollege/feedcell/file/66036-camscanner-12-27-2022-15.18.37.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>

**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="https://rsdacademy.in/degreecollege/feedcell/file/66036-camscanner-12-27-2022-15.18.37.pdf">https://rsdacademy.in/degreecollege/feedcell/file/66036-camscanner-12-27-2022-15.18.37.pdf</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 students admitted during the year**

**392**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
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

214

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

- The admission form contains the column giving the information about the student's interest in various co-curricular activities ,NSS, NCC, sports and any other field. The admission committee discusses with the students their interest and suggests accordingly.
- The college conducts interviews to assess the knowledge and skills of the students.
- Students are also referred to subject experts as per their interest.
- Weekly and unit wise class tests are conducted. Special test are arranged for slow learners.
- Assignment based internal assignment is done.
- Tutorial classes are held for slow learners
- Talent search competition is organised and students are trained accordingly to participate in various competitions. Sports trials for various games like Judo, cricket, volleyball etc. are conducted and those who get selected are trained to participate in different competition in intra and inter level.
- Our teachers go beyond the classroom to ensure the students satisfaction. The teachers even try to help students in case of extreme emergencies so that they get full support from the college. Student suffered from acute depression are held by Dr B.K. Pal the psycho-social Counselor of the college.
- Various seminars, workshop and guest lecture are also arranged for the upliftment of advanced learners.

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

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

Number of Students	Number of Teachers
658	93

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

Students are encouraged to use Lcd's, OHP and smart boards to make teaching -learning process interesting.

- Inter-class quiz competitions, brain storming session and group discussions are held to turn learning process into an engaging and independent learning exercise with an eye on holistic development of students.
- Special classes are held for both meritorious and slow learners.
- Through psychological test aptitude, ability and interest of the students are known.
- Use of ICT in teaching and Power Point presentation. Interactive session of students with experts.
- The institutes organises skill development programmes ,seminars and workshops on academic and social issues. To enhance the experiential learning the students are encouraged for research project, survey reports under the guidance of teachers.
- PPT presentations are prepared by teachers to make teaching learning process interactive.

Besides models, charts and posters, CD's and DVD's are used to keep the interest of the students alive in learning process besides making the comprehension of contents easy.

- The teaching plans are prepared keeping in mind the intelligence quotient of the students. The teaching plan is made in a way that it facilitates teacher-student interaction and make the delivery of contents easy, convenient and comprehensive.

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

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

- To encourage self-learning, students use computer and internet/ wi-fi .
- The college organises seminars, debates, guest-lectures, workshops on ICT awareness and uses.
- The college library subscribes to newspapers, journals, periodicals and magazines, e-copy as well.
- Reasoning and aptitude tests are conducted by the college for developing reflective thinking and scientific temper among the students.
- Availability of computer lab with internet, overhead projectors are frequently used by teachers and students.

Students are assigned various creative tasks like project-making, report writing, organising events etc. Internet, newspaper and current affairs cum general knowledge and magazines are used to keep the students abreast with what is happening in and around the globe in the field of ICT..College has entered into tie-ups with institutes like ET & Tcomputers for short- term courses.

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

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	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

## 2.4 - Teacher Profile and Quality

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

93

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

12

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

395

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.

1. The college keeps records of projects /assignments related to internal assignments of each course for three years for any revaluation. It brings robustness and transparency in internal assessment.
2. Attendance is an integral part of the internal assessment. The teacher in our college compensate attendance as per University guidelines for those students who participate in various college/ university events.
3. Evaluated answer books of the unit test are given to the students to assess their progress and to check discrepancies, if any, to the notice of teacher concerned and the Principal.
4. Our teacher go beyond the classroom to ensure that no students will remain unaware about the evaluation process as well as the challenge evaluation. The teachers even try to help students in case of extreme emergencies ,so that they get full support from the college and their studies do not suffer. Students suffering from acute depression are helped by Dr. B.K. Pal ( the Psycho-social Counselor of the college)
5. Grievance redressal cell exist to resolve any issue of the students related to any field.

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

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

1. The answer scripts of internal tests are returned to the students after evaluation and they can immediately convey their grievances, if any, to the teachers.
2. There is a grievance redressal cell at the college level that looks into students grievances regarding errors in evaluation and takes necessary steps to rectify them .
3. The final internal assessment marks are required by the departments and the management for analysis.
4. Errors in internal assessment marks at the university level are reported to the university by the college.
5. The university also has the provision of revaluation in any paper.

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

## 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.

Programme and course outcomes for all Programmes offered by the institution are stated and uploaded on website and the same is communicated to teachers and students.

1. The focus is on all round balanced development of our students so that they become persons of competence, compassion and conscience who can contribute towards nation building.
2. The institute makes all efforts to provide the student opportunities to deliberate on various alternatives and make informed choice so that they become independent strong yet sensitive individual with analytical abilities and innovative thinking .
3. The focus is also on motivating the undergraduates to equip

themselves with the skills so that after graduating not only they should be able to face any challenges they meet but they also become agents of positive change in contemporary scenario.

4. The learning outcomes of the students is evaluated by assigning topics time to time for presentation and class evaluation. This helps the students to know the subject and feel free to express their opinions.

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

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

The course outcomes is measured through syllabus, completion of syllabus, continuous evaluation (internal evaluation), setting up of question paper, evaluation, and result.

The 75 percent of compulsory attendance to qualify for writing the examination of the courses is adhered to, to ensure students participation in the class. The continuous evaluation written assignments, presentation of papers, oral presentations, field work and so on. examination of every course is based on written examination of three hours, the question paper of which is required to test the knowledge of the student .

**Attainment of the Programme Specific Outcomes**

The programme specific outcomes is measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme.

**Attainment of the Programme Outcomes**

The number of students placed as teacher during the period of assessment is an evidence of the attainment of the programme outcomes.

At the Post Graduate level and Undergraduate levels, the

attainment of programme outcomes is measured through students' progress to higher studies, in any higher educational institution in India or abroad. Another, measurement of attainment is students' placement in companies and institutions.

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

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

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

205

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

### 2.7 - Student Satisfaction Survey

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

<https://rsdacademy.in/degreecollege/feedback/file/55942-camscanner-12-27-2022-13.31.13.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 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

00

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

### 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)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

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

Institution has adopted innovative techniques to deliver the

knowledge to the students. In different course programmes, number of techniques are used to deliver the content more practical approach.

1. To describe the content powerpoint presentations are used. Students are also given the opportunities to take initiative and present their views on the topic allotted to them.
2. College also organises the educational and industrial tour to give them practical knowledge and get aware about new places.
3. Different types of seminars and workshops are being conducted to create awareness among the students and faculty members.
4. As per initiative for creation our college invites suggestion and opinion wherever it is matter to launch anew creative things.
5. Our institution has a proper supplyof solar power plant which supplypower to all different units in the institution for developing a continuity for innovation.
6. The institution invites experts for talks from different domain to enhance understanding about innovation, entrepreneurship and sustainable development of youth.

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

### 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

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>

### 3.3 - 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	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 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

0

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>

#### 3.3.3 - 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

0

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

### 3.4 - 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

Name of the activity Organising unit/ agency/ collaborating agency Name of the scheme Year of the activity Number of students participated in such activities Koshal Vikas hetu Yuva Karykram RSDGI NSS 14-03-2022 85 World Water Day RSDGI NSS, SCOUT & GUIDE 22-03-2022 97 Honor of Rover and Ranger team RSDGI SCOUT & GUIDE 28-03-2022 58 Plantation Activity RSDGI NSS, SCOUT & GUIDE 05-07-2022 105 Koshal Vikas hetu Yuva Karykram (Agriculture art) RSDGI NSS 13-03-2022 75 Koshal Vikas hetu Yuva Karykram (Wooden art) RSDGI NSS 12-03-2022 89 Koshal Vikas hetu Yuva Karykram (computer education) RSDGI NSS 11-03-2022 108 Koshal Vikas hetu Yuva Karykram (cooking) RSDGI NSS 10-03-2022 120 International Women's Day RSDGI NCC 09-03-2022 25 Koshal Vikas hetu Yuva Karykram (Laghu and suksham Rojgar yojna) RSDGI NSS 09-03-2022 104 Koshal Vikas hetu Yuva Karykram RSDGI NSS 08-03-2022 120 Birthday of Lady Beden Powwel (Founder of Scout & Guide) RSDGI SCOUT & GUIDE 22-02-2022 78 JAYNATI OF CHATRPATI SHIVAJI MAHARAJ RSDGI NCC 19-02-2022 85 Fourth One Day Camp RSDGI NSS 04-02-2022 90 Voting Awareness Campign RSDGI NSS 09-02-2022 75 Voting Awareness Campign RSDGI NSS 08-02-2022 87 Tribute to Lata Mangeshkar RSDGI NCC, NSS 07-02-2022 85 Third One Day Camp RSDGI NSS 07-02-2022 75 Second One Day Camp RSDGI NSS 05-02-2022 86 First One Day Camp RSDGI NSS 04-02-2022 85 Online Seminar for Voting Awareness RSDGI NSS 02-02-2022 88 Two Wheller Rally for Voting Awareness RSDGI NSS 01-02-2022 68

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

### 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****3**

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

**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****21**

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 during the year (Data Template)	<a href="#">View File</a>

**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****1888**

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>

### 3.5 - 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

9

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

#### 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

8

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.

1. The various Laboratories of the institution are upgraded time to time to keep pace with the latest advancements in the field of higher education.
2. Teachers give power point presentation (PPTs) on LCD screen to make their topics interesting with pictures, flowcharts , diagrams, case study etc related to their subjects.
3. An auditorium is a charm to the architectural beauty of this set of learning. It is a perfect venue to hold big academic and other functions.
4. There are separate common rooms for girls and boys equipped with recreational facilities like games, magazines and newspapers etc .
5. Wi-Fi/Internet facility and computer laboratory is well equipped with software to enhance the knowledge of students .
6. A gym with the latest equipment and machines and a yoga room is actively being run inside the campus to prepare a fleet of sportsman .
7. Water filters have been installed to provide freshwater to the stakeholders. Whitewash and paint is also done periodically to give a new look to this institution and to keep the institution dust and insect free. This cleanliness action may be considered as a baby step towards `Swachh Bharat Abhiyan ` (India cleanliness drive )

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

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

### FACILITIES

BENEFITS

LECTURE HALL

ICT CLASSES AND AUDITORIUM

7

6

It enhances the mode of communication, cost efficient, paperless and gives better teaching.

LIBRARY

1

Fully enriched with all kinds of latest & update materials required updating knowledge.

COMPUTER & ROBOTICS LAB

1

Computer lab updated with latest version of software & internet. Students can learn about machines through robotics lab.

TRANSPORTAION

2

Transportation facilities are available to students within a radius of about 10 km from adjoining areas of the city.

YOGA ,GYMNASIUM , SPORTS

Regular

Yoga meditation center, gym and sports opportunities at all levels.

JUDO

Twice

Judo offers a safe and challenging environment.

#### ART & CRAFT

1

Encourage the artistic knowledge, skill amongst students.

#### MEDICAL AID FACILITY

1

First aid, medical facilities are available.

#### CAFETERIA

1

Well maintained canteens with hygienic food.

#### INDUSTRIAL & EDUCATIONAL VISIT

Twice

To provide practical knowledge regarding how to manufacture the goods, work on the assembly lines, plant layout etc.

#### CULTURAL & CO-CURRICULAR ACTIVITIES

Events

Music and dance classes, in both modern and classical form are organized for students .

#### HOSTEL

40

Hostel rooms are spacious, clean, and available on single occupancy basis as well as on sharing basis .

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

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

06

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

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

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

637704

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)

Institution has LMS to track the record all the book available in library. It is relational database and helps to cover all the

activities related to library management. It cover up different activities like:- books issued, book returned, classification of books like magazines, journals newspaper, encyclopedia.

Our institution has fully ILS (Integrated Library System) which was implemented in year 2011 with a proper up gradation of system using version 6. The system is best in maintaining large academic library with proper consumer support system. It includes the records relating to the purchase of books. This is a system which incorporates generic functions but has multiple parameters which can be set up by each library. Thus, customizing the system for particular setting was required.

Institution has overcome with a number of problems which are listed below:-

1. The duplication of effort to create and complete a task is totally eliminate.
2. Opportunities of errors are less.
3. Easy changes and modification in this regards is made bit complex.

Library staff can have access to all the required information in day to day working.

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

<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>A. Any 4 or more of the above</b>
--	--------------------------------------

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

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

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

0

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

68

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

The college deploys and upgrades its IT infrastructure and associated facilities every year on the basis of following strategies:-

1. New software/ updated version are added to meet the requirement of Curriculum.
2. Wi-Fi hotspot are created.
3. New and updated software for library management through Delnet. Updated ERP software from teachnext.
4. The college intends to train teachers in handling the computers and teach them how to use IT infrastructure for their



respective courses.

5. Computer lab and Library are connected with internet. This facility is provided to both faculty and students. Institute is having wi-fi enabled campus.

6. Faculty and students can access E- learning resources through DELNET on and off campus.

7. For the maintenance of computers and scientific instrument, the institute has annual maintenance contract with 'COMUTECH' from Saharanpur .

8. The data is updated on 30 /05/2021 and nature of linkages is Optical Fibre/Broadband. Now institution has 4Gspeed.

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

#### 4.3.2 - Number of Computers

116

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	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)**

551502

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.

The library committee has initiated the following steps for maintaining and utilising physical, academic and support facilities- laboratory, sports, computers, classrooms etc.

1. Books are kept in proper order.
2. Open shelf system for journals, magazines, newspapers and old year question papers.
3. DELNET connection is subscribed.
4. New magazines /journals are subscribed.
5. A Xerox machine is kept in the library. Library staff assists students to get important pages of books/magazines Xeroxed.
6. There is an assistant professor in physical education, responsible for sports activities of our college and motivating the students to participate in games like cricket, volley ball, basketball, skating, badminton etc. are organized at intra and inter level.
7. Auditorium, seminar and classroom are utilized for the purpose of workshop, conference, seminar, cultural events at intra-inter level.
8. The college has a maintenance committee which looks after maintenance requirements and makes recommendations to college management.
9. The college has appointed several incharge both of teaching and non-teaching staff to look after the property of the institution.
10. Meeting of the incharge of various departments are held on

regular basis and appropriate measures are adopted to safeguard the property of the institution.

11. Various camps of NSS, NCC(SW) ,Scout - Guide are conducted in the campus of RSD Academy.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

103

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

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

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

456

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>
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>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
210	
<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>	
210	
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>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student</b>	<b>A. All of the above</b>

**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

28

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

24

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**

17

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

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

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

1

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	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 )

The college has an active student Council with a leader of students who plays an important role in handling and have proper involvement in academic and administrative activities as the college is having various committee which are headed by the student and respective faculty who help them in organising the academic administrative activities. The college has active participation in various extra curricular and co-curricular activities.

Various committee includes:-

1. Discipline committee-
2. Hospitality committee-
3. Grievance Committee-
4. Cultural Committee-
5. SC,ST Committee
6. Anti ragging committee
7. Library Committee
8. Admission Committee
9. Record & maintenance committee
10. Women anti- harrasment cell
11. Parents Teacher's association cell
12. Training & Placement committee
13. Allumini meet association
14. Red ribbon club
15. Rotaract club
16. Research seminar, workshop committee

Apart from this, Student Council has their major role in arranging NSS, NCC camps and activities , participation and

representation in scout guide, Rovers and Rangers, sports and various social activities including blood donation , eye donation, plantations, awareness programme on girls safety, malnutrition , road safety ,our vote our right, etc.

File Description	Documents
Paste link for additional information	Nil
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

05

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

Alumni Association plays an important role and contributing in the institutional development through financial and non-financial means in several ways like in non-financial terms all the current students may get the benefit of the practical exposure, experience, thoughts & ideas of the alumni through guest lecture & interaction session which are conducted by the institution time to time. On the other hand, through this alumni association , we get the information about each one of our passed out students and information about where they are placed, what they are doing ; alumni get the chance to recall the memories; they feel attached &



a part of the most loving memory that is their " college life" & the alumni also gets a chance to interact with the college time to time. In financial terms, the alumni are the major source of internal recruitment so the college can place their own product; alumni's are the source of employment.oo. The amount generated by the alumni association is being used by the needy students in their fees including webinar & seminar,upliftment of the current students in the college for their all round development and research work .

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

<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>E. &lt;1Lakhs</b>
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File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

Objectives to achieve our mission and actualize our vision.

1. To impart education at graduation and post graduation level in the faculty of Commerce, Management, Education and computer.
2. To provide a stimulating learning environment for value based education.
3. To provide equal opportunities in higher education for male and female students.
4. To evolve the feeling of Patriotism and universal brotherhood to build up ideal citizens.
5. To develop social, economic, political and psychological consciousness/awareness among the students.

6. To ascertain and educational system in order to fulfil the target of education and to impart vocational and professional education.

7. To motivate the students to participate in the various contests, sports competitions and activities for physical education and to make them capable of making their contribution to the nation building.

Nature of Governance:- The Managing committee of college is constituted as per University /UGC/ NCTE norms.

Perspective plan:- As per rules and regulations of the university the college plans its academic session, teaching and examination programs, sports and cultural programs keeping in view the best interests of its students.

The Principal holds meetings with the staff both teaching and non teaching to formulate action plans and their implementation .

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

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

The college has a well-defined organisational structure. The Principal is the head of the institution who is assisted by staff bodies and committees constituted for smooth functioning of the college. The management of the institution framed all the policies and plans including regular concern of working employee. This is a form of participative structure where an employee can put his suggestion and discuss various ideas which can be much beneficial for upliftment of the performance.

Decentralisation structure was planned and on every discussion opinions was gained from the committee members. The new schemes introduced in different courses was also a point of discussion. The fee structure levied by the different institution is also a point of discussion in the regular meetings. . The criteria to be followed to provide scholarship and all the related norms is also examined by the committee.. All the committee members also

provides their feedback on every decision taken by the Institution. With the coverage of the participative role from both side i.e. employee and management, the institution is able to gain the benefit of participative management and decentralisation process have also implemented with proper delegation of authority along with responsibility.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Admission committee ensures that all University norms are compiled with full transparency is ensured in the admission process.

Academic development committee looks into the workload of the various departments to ensure adequate, equitable distribution of workload as per University norms. The college believes in quality in all academic and administrative aspects despite same infrastructural constraints that teaching and non-teaching staff is conscious about their responsibility towards all stakeholders.

The college website remains updated and it keeps the students, faculty and other stakeholders aware about all important notices, circulars and attendance matters.

The college has an IQAC to ensure academic and administrative excellence. Special attention is given to high achievers as well as low performers by arranging extra and tutorial classes as per university norms and find suitable by the faculty.

The college also works upon the growing needs of the stakeholders. Industry involvement is to be further accelerated by inviting professionals from Business and Management for interactions with the students to keep them updated about the application side of the subjects taught. The intent is to enhance their competencies for being placed in industry and other organisations or for starting their own entrepreneur ventures/ start-up.

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

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

All operational units have the required autonomy for decision making in their respective domains, where the committees are appointed are responsible for decision making and actions in specified areas. Individual faculty members also has responsibility to act as coordinator of specified activities such as NCC, NSS, Scout Guide, Rovers Rangers & maintaining the college website and also appointed for carrying out specify statutory function such as those of being Deputy Superintendent of exam, internal governance committee, staff council.

Recruitment method:- 1) Institute utilizes both the form of recruitment sources that is external and internal sources.

2) Recruitment sources opted to invite the applicant for job which are external to institution are publishing advertisement in media and casual calling to those applicants who have applied for the job in mid session and if any reference is obtained from the former employees that is checked out.

Grievance Redressal Mechanism:- 1) The grievance redressal committee addresses individual grievance of staff and students. 2) The Principal frequently gives counseling to the students to address their concerns and apprehensions. 3) The anti-ragging committee takes its responsibilities very seriously and is vigilant throughout the year. 4) Suggestion and complaint boxes are prominently placed and regulatory checked.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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

A. All of the above

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

### 6.3 - Faculty Empowerment Strategies

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

Various welfare schemes adopted by the college are stated as:-

- Provident fund as per norms.
- Advance against salary is sanctioned to the employees in case of emergency
- First aid counter has been set up in the college and free medical facility is provided to the employees in RSD Hospital and Research Centre.
- Institution also conducts the free medical camp for students and employees family members.
- 50% Fee concession is granted to the ward of the employees.
- Free books from the book bank of the library are given to the wards of employees.
- Maternity leaves are granted as per rules. Medical, casual, privilege and compensatory leave are granted as per rules.
- Sponsorship to attend the various workshop and seminar

provided to teaching staff.

- Zero interest on loan scheme to purchase laptops /computer.
- Award and recognition for paper writing ,case study, reserach activitietsetc.

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

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

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

16

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**

7

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

7

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

For performance assessment of the faculty and staff, we have developed feedback performa for students to give their feedback on each faculty member. The Principal analyse their feedback and give suggestions to the faculty accordingly. In addition to this,

we have developed a mechanism to take feedback from the stakeholder. The Principal finally compile the data collected for every faculty . In the staff meetings and meetings with the management, discussions regarding this are made and he/she can be necessary improvement in them. Sometimes they are called personally and given suggestion for improvement. The faculty is motivated to improve upon its skills and updates its knowledge. The outcome of this review is always use in a positive manner and encourage to faculty to enhance their strengths and to overcome their loopholes /weaknesses. This has a direct bearing on the performance of a faculty in academic and extra curricular achievements of our students. The review is communicated to the individual through letters. The achievement of faculty is appreciated by way of issuing letters of appreciation to them and putting them in their personal files besides circulating notices about the same amongst the staff.

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

#### 6.4 - Financial Management and Resource Mobilization

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

Institution setup to maintain accounting records includes both physical soft copy records . It helps to ensure the things to be in right manner. Institution includes the conduct financial internal and external audit of the college accounts .This task is done with the coordination of our CA (Mr Sunil Kumar Agarwal) who acts as our external auditors associated with AS & Company (an chartered accountatnat of the firm), to check ,reconcile and verify all our accounts related transactions and documents. Last audit was done for the session 2021-22. The final reports regarding maintenance of accounts was in favour, there were no major objection raised so far.



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

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

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

0

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

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

Institution has a planned set of organisational structure with Administration and working staff categories. Strategies for mobilization of funds are widely used in achieving the main objective of the Institution i.e. to serve education. The funds are usually invested in following areas:-

1. Computer labs, Library maintenance and covering up all updates (software and database)

2. Conducting cultural events like annual day programme, celebration on national festivals etc.

3. Institution focus on providing the best to the students by conducting seminar and workshop, training programmes

4. Educational tours which are conducted in every session to provide practical knowledge to the students and to make the staff more effective and efficient.

5. To enhance the knowledge of faculty and staff motivational speeches/ lectures and seminars are conducted for them .

6. Financial support to faculty members who wants to attend FDPs /Seminar /short- term courses to enhance their knowledge and skills in their respective area.

7.The strategies were in favour to compile all the instructions laid by the University and as per all the resources and funds are optimally utilised.

8 Funds are used for social awareness programs, blood donation camp, free health check up and the celebration of all national festivals.

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

## 6.5 - Internal Quality Assurance System

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

1) The college is firmly committed to the attain objectives of IQAC and has adopted a quality policy aimed at achieving excellence through continuous improvement, cultural transformation, internalization of quality improvements.

2) Ever since its inception IQAC has started getting the feedback from the students & other stakeholders. The same are analysed in every academic session and suitable actions have been initiated like institution has started skill development programme and use of ICT in teaching in learning process which enhances the growth and development of students in different areas.

3) Students and alumni have been contributing to the effective functioning of the evaluation and improvement mechanism of the college. They play an instrumental role in collecting student's feedback about course teaching- learning amenities and events in the college. Students also have the opportunity to send their suggestions to the IQAC suggestion box and feedback form available in the college.

4) Six faculty members are the key constituents of the IQAC decision-making process whose feedback is taken and analysed before taking any major decisions. As a result, all the stakeholders are expected to get benefited from the reforms suggested by the IQAC and implemented by the college administration & management.

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

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

The teaching faculty is encouraged to attend seminars, conferences & workshop regularly in order to keep abreast of the current development and latest trends in teaching-learning process. Interactive sessions are held where in staff is updated about various rules and regulations.

- Themetings pertaining to the workload and paper/suject allocation starts well in advance in everyacademic session with a view to enable the departmental heads to work out and locate the desired subject papers to the teachers. This also enables the teachers to prepare their allocated subject paper well in advance thereby giving them ample time.
- Each department holds regular meetings to discuss and review issues pertaining to the syllabus covered by each teacher and other academic issues. Latest Global trends emerging in the field of Higher Education are adopted by the faculty. Unit test are conducted tutorial classes are held for meritorious and slow learners, Free books are given to the needy and deserving students through the book bank.
- To ensure regularity of classes, the Principal takes regular rounds and classes found not engaged are reported on the staff notice-board. The Principal is receptive to all kinds of communication from students and teachers alike.

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

<p><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></p>	<p>C. Any 2 of the above</p>
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File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Our college is having a very positive approach towards the encouragement of gender equity. There is no such type of discrimination among the employee, students regarding gender. The college facilities are same for all. The college conducts the seminar, webinar to bridge the gap if any and to develop the gender equity in the society as well, "Women empowerment.", women education etc programmes focuses upon such needed awareness. The college conducts the guest lecture by female Doctors, IPS officers, S.I & Police to make aware about the helpline number provided by the government for the safety of females and on the

same time the boys can also share their problems etc. The college had conducted various cultural events like play showing gender equity. "Beti Bachao Beti Badhao Abhiyan like a dance or cameo to give the equal sight to the girl child equivalent to boys."

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

- The College is having a proper arrangement of collecting waste. The college had arrangement for both dry and wet solid waste dustbins accordingly and the waste then collected by minicipal corporation get it recycled and helps us in cleaning the campus.
- The College is particular about the waste management and is keen in making the campus neat and clean, for liquid waste the college is having the green dustbin all around the campus for the collection of waste and that waste is recycled regularly for its best possible use and reduces the pollution in the environment as college campus is fully

eco-friendly.

- The e-waste from the college is collected by third party for recycling and get properly processed from time to time.
- We have composed pit to convert the wet & greenwaste into compost fertilizer for further use.
- The college is having their own lab for the students of chemistry in education department and proper arrangement is being made for the management of the chemicals in the lab. So that they did not prove harmful for the student and staff . we are having proper management for solid, liquid, e-waste, hazardous waste.

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="#">View File</a>

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

A. Any 4 or all of the above

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

**7.1.5 - Green campus initiatives include**

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	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**

C. Any 2 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**

A. Any 4 or all of the above

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

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

RSD Academy, is always in favour of harmonical environment and socio economic environment in the organisation as employees are treated equally despite of their religion, caste, culture etc. The college used to celebrate almost all the festivals like Deepawali, Eid-ul-fitr, Christmas, Guru Nanak Jayanti with full zeal & equal enthusiasm. The college always do the awareness program like "Kaumi Ekta Diwas", Blood Donation Camp & Plantation (One Man One Plant), International Women's Day, Hindi Diwas, Mental Health, Leprosy, Inclusive education, Know your rights, Art & Craft, Life Skill Training for budding teachers, Vigilance awareness week : 'Integrity-a way of life' etc. The employees have good interpersonal relationship in the organisation the college having a proper gender equity. Women are working in a very safe environment in the college & free environment for both male & female staff. The college always does ethical activities for the society in a proper way in the form of rallies on the programs like voting awareness, Women empowerment, Women helpline knowledge, various seminar /Webinar & Guest Lectures are also organised in short the College is actively involved in building the harmonical environment in & outside the organisation. Human Values workshops are conducted for tolerance, harmony, happiness and other diversities.



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

Sensitization of students & employees of the institutions to the constitutional obligation values, duties and responsibilities of citizens. As in the era of fight against this pandemic known as COVID-19 "CORONA." It is the humble duty & responsibility of all the citizens to have proper arrangement for the sanitization. College on the same node of "social work" is very much involved and dedicated in filling up all the social responsibility always like taking corrective measures by providing proper sanitization of the institute, employees & students in the campus. Make the campus neat and clean & taking & encouraging through awareness programmes to make aware about the safety measures against this pandemic. Distribution of masks & sanitizers is also being conducted in NSS & NCC Camp.

College is actively involved in building the harmonical environment in & outside the organisation. Human Values workshops are conducted for tolerance, harmony, happiness and other diversities.

college request and call the subject experts for lectures about constitution, human values & professional ethics. we also make aware all the stake holders and society about their rights, duties & responsibilities time to time.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

**7.1.10 - The Institution has a prescribed code** | A. All of the above

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

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

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

RSD Academy, is very actively involved in organising & celebrating National & International Commemorative days, events & festivals. Each & every international day World Cancer Day, World Tobacco Day, International Women's Day, World Girl Child Day & in National days comes Kargil diwas is celebrated & in the same way all the jayanti's on NationalDay is being celebrated like Vivekananda Jayanti, Ambedkar Jayanti, Gandhi Jayanti, Lal Bahadur Shastri Jayanti, Guru Nanak Jayanti wityh full zeal & enthusiasm along with that the college is used to celebrate each & every festival with full respect & by organising various competition like Rakhi competition, Mehndi competetition, Rangoli competition, Christmas Decoration & Prakash Parv with full Devotion & Dedication.

The college celebrates all the national commemorative days & events and allregional festivals.

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 Practice: - 1**

**ICT- "It's not that we use technology, we live technology"**

**Title**

**Workshop on ICT Tools**

### 1. Goal

- R.S.D Academy conducted a workshop on ICT Tools & Skills to provide exposure to the faculty on various freely available.

### 1. Context

- We focused on the ways teachers would use ICT to enhance learning: i.e. research, communication etc.

### 1. Practice

The participants gained the key fundamentals and principles of ICT integration in the curriculum.

### 1. Evidence

- Students take online classes and get required knowledge about the subject.

### 1. Problems

- The Workshop is very good but more time is needed for perfection purposes.

Best Practice: - 2

Organic farming: "Save the Planet, Buy Organic"

Title

Installation

1. Goal

The aim of organizing the Organic Farming Practice was to spread awareness among students regarding the necessity of protecting environment.

1. Content

Students are exposed to Commercial farm with in the college campus.

1. Practice

The R.S.D Academy had made Emphasis on case studies and inter-personal based teaching to develop skills in analytical thinking and reflective judgment by reading and discussing complex, real-life scenarios.

1. Evidence

- The college welcomed all the students and faculty members.

1. Problems

- The basic problem while conducting the program was the lack of awareness about Organic Farming.

File Description	Documents
Best practices in the Institutional website	<a href="https://rsdacademy.in/degreecollege/bestpr/file/8697-camscanner-12-07-2022-14.46.23.pdf">https://rsdacademy.in/degreecollege/bestpr/file/8697-camscanner-12-07-2022-14.46.23.pdf</a>
Any other relevant information	Nil

### 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

RSD Academy is well known in its tremendous contribution in the social awareness programs in which the college has active participation always like Blood Donation, Eye Donation & NSS/ Rovers & Rangers/ Scout-Guide / NCC, Pollution Control, Plantation drive & using innovative teaching methods. The college has provided tremendous thrust & priority to its program of diversity inclusion & integration- The college emphasises the need to mainstream the marginalised & weaker sections of students to ensure justice & equity in society. The college is 100% barrier free & has "Under One Roof" enabling unit & equal opportunity cell. The college follows financial aid policy organises courses in the teaching- learning of english language & ICT skills for economically weaker sections, skill training courses, computer literacy & mobility training program. Under its diversity inclusion & integration program, the college during COVID-19 pandemic in 2020, provided a vital support structure to conduct online teaching- learning. These included a computer usage workshop, a workshop on career & job opportunities & mobilities orientation program. The equal opportunity cell of the college is in association with the NSS unit of the college organised & electoral verification program, awareness & rallies.

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

1.To deliever the lecture effectively by online and off line/ hybrid mode.

2. To motivate the students to pursue and enroll for learning courses like mooc's, nptel, swayam etc.

3. To conduct more national seminar and workshop for knowledge sharing.

4. To organize the guidance and counseling session twice in a week.

5. To encourage the NCC cadets for participating in RDC camp, Trekking Camp, Youth Exchange Programme.

6. we will go for more green and clean campus

7. Best of our for the academic excellence for the students , teachers. All quality measures will be added as per NEP & University guidelines.