Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**R.S.D. ACADEMY**
Name of the head of the Institution	**Vinod Kumar**
Designation	**Director**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**0591-2452442**
Mobile no.	**9837075443**
Registered Email	**rsdacademy@yahoo.co.in**
Alternate Email	**rsdacademy2001@gmail.com**
Address	**Ram Ganga Vihar, Phase II,Moradabad**
City/Town	**Moradabad**
State/UT	**Uttar pradesh**
Pincode	**244001**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**Monika Bhatnagar**
Phone no/Alternate Phone no.	**+919411432581**
Mobile no.	**8218574953**
Registered Email	**rsdacademyiqac@gmail.com**
Alternate Email	**monikabhatnagar.iftm@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.rsdacademy.in/degreecollege/aqar/file/24578-12680-aqar2017-18.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.rsdacademy.in/degreecollege/ac/file/86949-70291-academic-calendar-2018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	**B**	**2.61**	**2011**	**30-Nov-2011**	**29-Nov-2016**
2	**B++**	**2.86**	**2019**	**08-Feb-2019**	**07-Feb-2024**

6. Date of Establishment of IQAC	**16-Dec-2007**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

No Data Entered/Not Applicable!!!
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

The contribution has been done in the area of social awareness programme like gender issues, a seminar on cancer awareness, women empowerment, selfdefense, swach bharat abhiyan, pollution free environment, etc. Conducted the workshop on "Quality Improvement Innovation in HEI's", one week FDP on "Applications of Information Technology in TeachingLearning Process." and also creating the awareness among the students to enroll for elearning. Collaboration with various organizations that offered the valueadded courses and providing the opportunities to students for doing Internships, jobs, etc. Organized various types of competitions to build up the personality and development of skills in students. Set up the wifi network in campus and ICT enabled classrooms.

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

Plan of Action	Achivements/Outcomes

Various curricular activities such as sports, debate, quiz etc and orientation programme will be organized by institution.	Various types of competitions,student oriented programmes have been conducted by institution.
To enhance the teaching learning process by inviting the experts, researchers, industrialists who are specialised in different fields for guest lectures, seminars, conference, symposium will be organised in session 2018-19.	Eminent persons have been invited for guests lecture, seminars, conference, symposium .
Educational and Industrial tour will be organised for the students to attain the practical exposure/knowledge with other institution as well as corporate sector.	Tour has been organized.
Opportunities will be provided to faculties for participating in training and faculty development programme which is organized by other institutions.	Faculties have been participated.
Upgradation and computerisation of library.	Efforts are being made.
Activities under the NSS programme and scout guide camp will be organized by institution as per instructions given by university.	NSS programme and the Bharat Scout Guide camp have been organized.
Collaboration with various organizations that offered the value-added courses and providing the opportunities to students for doing internships, jobs, etc.	The institution has signed MOU with export firms, online & offline coaching and NGO for developing the skills and providing opportunities to avail the facilities of internships and employment.
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	25-Oct-2018
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	22-Jan-2019

17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Yes, the institution has MIS. The institution is using the software in which the admin staff store all the relevant information about college that related to students and other admin work. After the implementation of it, employees time has been saved and they can focus on other activities of college as well as helps in enhancing the productivity of work. The various list of modules are as follows: 1) Students data of each department has uploaded in software. It helps in knowing the dues of students at the time of transfer certificate and also helps in giving the other details when as required like admission date, scholarship fees, category of students, contact number, etc. 2) The institution is also using Tally ERP 9 for recording all the financial transactions. 3) The institution is also having biometrics machine for taking attendance of all faculties members in each department.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

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 at the beginning of the session and copies of the latest syllabus are distributed to the allotted subject teacher. The schedule of work/ time table is prepared at the beginning of the session as per the curriculum prescribed by the university. Then the college prepares academic calendar which includes various activities like seminars, guest lectures, unit wise tests, workshops, etc. • In addition to the curriculum delivery, we are also developing personality and leadership skills among the students so that they meet the professional demands of the global era. • Creating awareness programs among the students regarding inclusive education, interdisciplinary approach, computer literacy, value-based education. Special classes are also held for slow learner/advance learners to make them familiar with the contents of the curriculum effectively. • The students are given the training to use ICT in the teaching-learning process. • Prize distribution ceremonies are also organized by the institution for those students who have secured highest marks in the external exam of the university and participated in different co-curricular activities. • For continuous learning and teaching environment all Teachers are encouraged to use PPT and smart boards and the latest gadgets to strengthen their teaching practices. Chalk and talk method is also used along with the newly introduced teaching aids or strategies to cater

to the requirement of rural students. • Teachers are trained to use multimedia projectors and OHP for effective delivery and transaction of the curriculum. • Access to E-library is made available to teachers and students by subscribing to DELNET and other online resources. • The students are also encouraged to use the internet in the computer tabs to have access to online reading material. • The well-stocked library of the college has about 16012 books 660 journals, 500 encyclopaedias & dissertation, and about 10 daily newspapers, the syllabus guidelines and previous years university question papers are also made available to students. • For improvement and enhancement and analysis of department activities and performance regular department wise meetings are organized to access various dimensions and the course of implementation of the curriculum. • The academic staff council of the college seeks feedback from the students and the staff and then reformulate the strategy to analyze the achievement of the objectives of the curriculum in the course of its implementation.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
DTP	Desktop Publishing	09/08/2018	180	Employabil ity	Electronic online and onscreen documents are designed and printed for advertis ement

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	20	20

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Diploma in Desktop Publishing	09/08/2018	20
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	Teaching	164
MEd	Teaching	96
BBA	Marketing & Finance	20
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

The institution developed and designed an effective feedback system for the stakeholder which includes feedback from teachers and students by questionnaire. Alumni and Parents are also given their feedback during the meeting with teachers and Principals time to time and at the end of the session. The head of each department organizes the meeting with their faculties wherein they read and discussed all the issues which are given by stakeholders in their feedback. Head of each department prepares their report and submit one copy to the Principal and Chairperson of the institution. After that, the Principal conducts the meeting with the head of each department in the presence of Chairperson, wherein HOD gives their suggestion which is useful for the development of college, based on the feedback report. Few suggestions are as follows: To organize various FDPs, refresher courses, distribution of subject as per their interest, ICT should be arranged in each class . Liberty should be given to the teachers for attending the same in other colleges at free of cost and rewards system should be available to teachers in area of research activities. To organize the motivational lectures on skill-oriented programs, special classes for slow and advanced learners,interaction of present students with their alumni by organizing workshops and symposiums. Teachers should give personal attention to students as suggested by their parents and immediate solutions should be provided to them. The institution adopted these suggestions and it has given the positive results in the overall development of institutions.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Commerce	160	32	21
BCA	Computer Application	60	6	Nill
BBA	Business	140	15	8

	Administration			
BEd	Education	200	200	164
MCom	PG in Commerce	60	26	19
MEd	PG in Education	100	112	93

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	462	222	12	Nill	60

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
72	72	3	5	Nill	7

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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, students mentoring systems available in the institution. At the beginning of the session, the HOD of each department allots the mentor to each student. The mentor-mentee session organized by the institution twice a week wherein students discuss their problems regarding the subject, project, assignment, exams, career guidance, personal problems.etc. Under this system, special attention is given on specifically to slow learners and special tests are conducted for these students by a mentor in a week. Mentor also prepares the monthly progress report for each student based on their attendance, participation in extracurricular activities, tests, assignments, exams, behavior with their classmates, etc. Institution shows this report to their parents in the parents- teachers meeting.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
684	72	1:10

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
72	72	Nill	Nill	8

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers	Designation	Name of the award,

	receiving awards from state level, national level, international level		fellowship, received from Government or recognized bodies
	No Data Entered/Not Applicable !!!		
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
[View File](#)				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

• **The college follows the university guidelines but allows the students to improve their performance through multiple tests and assignment schemes. • A special test is conducted for slow learners. • Assignment based internal assessment is done. • For internal assessment, the process of evaluation includes group discussions, presentations, written assignment, viva-voce, unit tests. • Notice boards, announcements via public address system are used to communicate evaluation methods to the stakeholders.**

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

• **Yes, the college prepares an academic calendar for the conduct of CIE. • Before the commencement of the session every year an orientation program is held by the college at which new extracts are appraised of the systems of internal external evaluation and also distribute the academic calendar to every student. • According to the academic calendar, internal exam, viva-voce, special tests, projects, and assignments is done. • Special tutorial classes are held for slow-learners where individual attention is paid to students. • Talent search competition is organized students are trained accordingly to participate in various competitions. • Sports trials for various indoor and outdoor games like judo, cricket, badminton, kho-kho, volleyball, etc. are conducted those who get selected are trained to participate in the different competitions at intra-inter level. • NSS units of the college worked for elimination of various lacunas/deficiencies exist in the societies like women empowerment, different problem of rural community, conservation of water, literacy programme etc. Our volunteers of NSS also give their services to the orphanage, rehabilitation centre to help the needy persons. • Scouts- Guides as well as Rovers- Rangers participated in various social awareness programs worked for the upliftment of society and specially economically weaker sections.**

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme	Programme	Programme	Number of	Number of	Pass Percentage

Code	Name	Specialization	students appeared in the final year examination	students passed in final year examination	
PG-01	MCom	PG in Commerce	15	11	73.33
UG-04	BCA	Computer Application	3	2	66.67
UG-03	BBA	Business Administration	12	6	50
UG-01	BCom	Commerce	47	43	91.49
UG-02	BEd	Education	164	151	93.29
PG-02	MEd	PG in Education	96	94	97.29
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://www.rsdacademy.in/degreecollege/feedback.php

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Human Values and Professional Ethics	Education Department	11/11/2018
Entrepreneurship skills	Commerce and Management Department	04/02/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	Nill	Nill	15
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/	Number of teachers	Number of students

	collaborating agency	participated in such activities	participated in such activities
**No Data Entered/Not Applicable !!!**		

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Ecorestonration(under annual samagum of Rovers and Rangers)	**Certificate and Medal**	**MJPRU. Bareilly**	**1**
Role Play(under annual samagum of Rovers and Rangers)	**Certificate and Medal**	**MJPRU, Bareilly**	**2**
Essay Competition(under annual samagum of Rovers and Rangers)	**Certificate and Medal**	**MJPRU, Bareilly**	**1**
Dal Abhilekh (under annual samagum of Rovers and Rangers)	**Certificate and Medal**	**MJPRU, Bareilly**	**2**
Work Experience (under annual samagum of Rovers and Rangers)	**Certificate and Medal**	**MJPRU, Bareilly**	**1**
Sand story (under annual samagum of Rovers and Rangers)	**Certificate and Medal**	**MJPRU, Bareilly**	**4**
Poster Competition(under annual samagum of Rovers and Rangers)	**Certificate and Medal**	**MJPRU, Bareilly**	**1**
Rovers and Rangers Team (over all performance)	**Trophy**	**MJPRU, Bareilly**	**22**
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
**No Data Entered/Not Applicable !!!**			

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration

No Data Entered/Not Applicable !!!
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
EXTRA CURRICULAR ACTIVITIES	ON THE JOB TRAINING	ELLEN EXPORTS	20/03/2019	30/04/2019	25
EXTRA CURRICULAR ACTIVITIES	INTERNSHIP	ELLEN EXPORTS	10/01/2019	25/01/2019	20
EXTRA CURRICULAR ACTIVITIES	INDUSTRIAL VISIT	ELLEN EXPORTS	22/10/2018	24/10/2018	60
EXTRA CURRICULAR ACTIVITIES	SKILL DEVELOPMENT PROGRAMME	ELLEN EXPORTS	05/11/2018	05/11/2018	190
EXTRA CURRICULAR ACTIVITIES	DESKTOP PUBLISHING	ET T	01/08/2018	01/02/2019	80
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
ELLEN EXPORTS	01/08/2018	TO INCREASE THE EFFICIENCY, KNOWLEDGE ABOUT THE WORK ON JOB, DEVELOPMENT OF SKILLS,	250
ET T	23/07/2018	TO INCREASE THE EFFICIENCY, KNOWLEDGE ABOUT THE WORK ON JOB, DEVELOPMENT OF SKILLS,	200
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development

50000000	39457075

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Existing
Seminar Halls	Existing
Class rooms	Existing
Campus Area	Existing

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Nill	Nill	Nill	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	11857	3378829	349	81397	12206	3460226
Reference Books	578	74538	62	26485	640	101023
Journals	821	160262	42	1350	863	161612

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. B.K. Pal	Complete syllabus of Education	You Tube	10/05/2019

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	106	2	106	1	0	6	5	35	0
Added	0	0	0	0	0	0	0	0	0
Total	106	2	106	1	0	6	5	35	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

35 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
You Tube	https://www.youtube.com/watch?v=YRAYaV811_U

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
30000000	21406247	20000000	18050828

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Library:- The library has an Advisory Committee • Chairperson • Principal • Librarian • All departments heads • Two senior faculty members. The committee has initiated the following steps for maintaining and utilizing physical, academic and support facilities laboratory sports, computers, classrooms etc. • Books are kept in proper order. • Open shelf system for journals, magazines, newspapers. • DELNET connection is subscribed. • New magazines journals are subscribed. • Old year question papers are made available to students. • To maintain discipline, the library staff keeps a watch on students and inculcates in them a strong reading habit by way of motivation. • A Xerox machine is kept in the library. Library staff assists students to get important pages of books/magazines Xeroxed. • There is an assistant professor in physical education, responsible for sports activities of our college participate in games, cultural extra-curricular events organized at intra -inter level. • For the maintenance of computer , scientific instrument we have entered into annual maintenance contract with computer based company i.e. 'COMU-TECH' center Saharanpur. • The college has a maintenance committee which looks after the maintenance requirements and makes recommendations to college management. • The college has appointed several incharges from teaching and non-teaching staff to look after the property of the institution. • Meeting of the incharges of various departments are held on regular basis and appropriate measures are adopted to safe guard the property of the institution.

https://www.rsdacademy.in/degreecollege/policies.php

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Career Counselling	01/08/2018	250	Mr. Mukul Saxena Dr. B.K. Pal
Language Lab	06/08/2018	200	Dr. Gajendra Pal
Yoga Meditation	01/06/2018	220	Mrs. Kanchan Chauhan
Personal Counselling	01/10/2018	300	Dr. Mayank Sharma
Soft Skill Development	01/09/2018	320	Ms. Monika Bhatnagar
Remedial Coaching	08/10/2018	80	Dr. Anil Kumar
Guidance for Competitive Examinations	07/11/2018	220	Mr. Paritosh Pariwale
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 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	UP-TET	20	20	10	2
2018	C-TET	15	10	5	1
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 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
ELLEN EXPORTS, JAFRI AUTOMOBILES, SARKAR SAHAB MOTORS, R.S.D. ACADEMY PUBLIC SCHOOL	108	35	Saint Meera Academy, Janta Inter College, CSM Inter College (Noorpur), Saint Mary (Joya),	50	50

				Princi Public School (Bilari), Mission International, J.M. Public School, Junior Inter College (Kashipur), Wilsonia Degree College, Springfields College, H.L. M	

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	1	B.Com	Commerce	Unique College of Law	LLB
2019	1	B.Com	Commerce	R.S.D. Degree College	BTC
2019	3	B.Com	Commerce	IFTM University	LLB
2019	2	B.Com	Commerce	R.S.D. Degree College	B.Ed
2019	8	B.Com	Commerce	R.S.D. Degree College	M.Com
2019	1	B.B.A	Management	IFTM University	LLB
2019	1	B.B.A	Management	Paramount Coaching	Preparation for Government Job
2019	2	B.B.A	Management	R.S.D. Academy CMT	M.B.A
2019	3	B.Ed	Education	R.S.D. Degree College	M.Ed
2019	1	B.C.A	Computer	R.S.D. Academy CMT	M.B.A

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
Any Other	6

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college has an active student council with a leader of student who plays an important role in handling and have proper control on academic and administrative bodies as the college is having committees headed by the student and faculties from different department supervises the performance contribution made by these students headed academic and administrative bodies . Various committee include : Discipline committee- For proper maintenance of discipline in regular basis and in various programme held time to time in the college. Hospitality committee- R.S.D. is famous for its hospitality in various events held in the college and students can have proper arrangements. Grievance committee- The college has a proper cell for handling any kind of dispute and dissatisfaction of the students to any aspect of college. Apart from this, the student council has their major role in arranging NSS, Scout/Guide, Rovers/Rangers, various cultural events and sports meet various social activities include blood donation, eye donation, plantations, girls safety, our vote our right etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes, Alumni Association has been registered in our institution. Our institution organizes alumni meet every year so that, alumni can share their experience with existing students and also helps in providing the placement and internship to current enrolled students. This association organizes the seminar, workshop wherein students get the opportunity to enhance their knowledge and develop the innovative ideas. It also conducts social awareness programme for the society development in which the students fulfil the social responsibilities towards nation by donating funds in orphanage and old age home and develop the new ideology among the students.

5.4.2 – No. of enrolled Alumni:

200

5.4.3 – Alumni contribution during the year (in Rupees) :

44000

5.4.4 – Meetings/activities organized by Alumni Association :

2

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The college has a well-defined organizational 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 following chart presents the organizational structure. The institution commits itself to have a combination of working in both the format i.e. formal and informal. The employer and the employee both have equal and participative role to gain the targets. The management of the institution framed all the policies and plans by 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. But with the coverage of past few years records, it had been noted by the management that the number of admissions in different courses were reducing rapidly. Students pursuing these courses are categorized in regular and part time courses. Students who have taken admissions in regular courses shows less interest in regular classes.From both sides of employess and mangement, overall evaluation is also stating that it also effecting the employees turnover. To overcome this problem institution framed a joint committee of teacher, students and few members from management. Regular meetings were conducted and various issues were discussed. Decentralization structure was planned and on every discussion opinions was gained from the committee members. The process was as under:- • The segments were framed based on different courses. • The new schemes introduced in different courses was also a point of discussion. • The information regarding the setting up of priority to choose the different courses is also discussed. • The fee structure levied by others 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. • With the past records a review was obtained to know the reason behind employee turnover also. In this promotion policy was examined and the accessed. • All the committee members also provides their feedback on every discussion made by the institution. With the coverage of the participative role from both the side is employee and management, the institution is able to gain the benefit of participative management and decentralization process have also processed with proper delegation of authority along with responsibility.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	1) Students take admission in our

	institution are strictly based on joint entrance examination conducted by authorized University for B.Ed, and an entrance examination conducted by affiliated University. 2) Selection in M.Ed are also based on entrance examination conducted by M.J.P. Rohilkhand University, Bareilly. 3) There is online selection system in commerce, management and computer science department are strictly based on merit basis as per MJP. Rohilkhand University, Bareilly
Industry Interaction / Collaboration	Industry experts are invited to conduct the workshop and seminar, organise alumni meet, placement cell, Industry- academia interaction for placement, training, internship, industrial visits
Human Resource Management	1)Evaluate the annual performance of faculty, administrative staff for promotion. 2)The study leaves for research work, exams, welfare schemes are provided by the institution to the faculty.
Library, ICT and Physical Infrastructure / Instrumentation	1) Upgradation of technology regarding computer and ICT with internet access, Wi-Fi , Library and Physical Infrastructure
Research and Development	1) Encourage students and faculty members for publishing their research paper at national and international level. 2) Provide financial support for minor research projects which are done by students.
Examination and Evaluation	Institution follows all norms of examinations which is prescribed by University. For that purpose, Institution has formed the discipline and sitting arrangement committee.
Teaching and Learning	1)Use of ICT and study material aids 2)Well stocked library 3) Organize Alumni meet, guest lectures, workshop, seminar, educational and industrial tour for students and Faculty members by which they get exposure and develop the learning attitude.
Curriculum Development	1).Interaction with industry experts and inclusion of experimental learning. 2)Prepared the academic calendar and followed all the activities which is mentioned in academic calendar as much as possible. 3)Institution encouraged the students faculty member to get enrolled in on-line classes through

	Swayam, NPTEL, MOOC. 4)Prepare the teaching plan and methodologies(use of smart classes and ICT)

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	The computer has been installed in the chamber of the HOD and faculty room where they send information to each other with e-mail. Use different types of software like Tally ERP 0.9, ODDISI software used in library Keep an eye on all departmental activities under surveillance.
Finance and Accounts	Tally ERP 0.9 is used for preparing the financial statement of college
Administration	Administrative office provides the information and maintaining the records about admission, scholarship from a various government department and all extracurricular activities related to NSS, Scout-Guide camp, Rovers/Rangers to students It issues Transfer Certificate and Character Certificate to students. It circulates all information about University which is required for the institution.
Student Admission and Support	Student admission and support: Students take information about admission and other curricular activities through college websites. The Institution also maintains the admission records of students in software.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Ms. Monika Bhatnagar	IQAC Workshop	R.S.D. Academy	500
2018	Dr. Mayank Sharma	IQAC Workshop	R.S.D. Academy	600
2018	Mr. Mukul Saxena	IQAC Workshop	R.S.D. Academy	500
2018	Ms. Kratika Khanna	IQAC Workshop	R.S.D. Academy	500
2018	Dr. Anil Kumar	IQAC Workshop	R.S.D. Academy	600
2018	Ms. Monika	Research	R.S.D.	500

2018	Bhatnagar	Methodology	Academy	
2018	Dr. Mayank Sharma	Research Methodology	R.S.D. Academy	600
2018	Mr. Mukul Saxena	Research Methodology	R.S.D. Academy	500
2018	Ms. Kratika Khanna	Research Methodology	R.S.D. Academy	500
2018	Dr. Anil Kumar	Research Methodology	R.S.D. Academy	600
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Teaching Skills	Teaching Skills	14/02/2019	14/02/2019	48	1
2019	Women Em powerment	Women Em powerment	07/03/2019	07/03/2019	60	5
2019	Awareness Programme on Tobacco Smoking	Awareness Programme on Tobacco Smoking	31/05/2019	31/05/2019	56	5
2018	Developm ent of Quality Education	Developm ent of Quality Education	25/08/2018	25/08/2018	43	1
2018	Entrepre neurship	Entrepre neurship	07/08/2018	07/08/2018	25	5
2019	Marketing Strategies	Marketing Strategies	31/01/2019	31/01/2019	40	4
2018	Soft Skill Deve lopment Programme	Soft Skill Deve lopment Programme	17/09/2018	17/09/2018	32	3
2018	Research Methodolog y	Research Methodolog y	13/11/2018	13/11/2018	51	5
2018	Multimedia Teaching Learning	Multimedia Teaching Learning	07/12/2018	07/12/2018	43	2
2019	Teachers Students	Teachers Students	15/01/2019	15/01/2019	55	1

view of Classroom Control	view of Classroom Control				

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
72	**72**	**12**	**12**

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1 Advance against salary is sanctioned to the employees in case of emergency. 2Annual free health check for all teachers. First aid counter has been set up in the college. 3 Fee concession is granted to the ward of the employees. 4 Free books from the book bank of the Library are given to the employees. 5 Maternity Leave is granted as per rules. 6 Medical, casual, privilege and compensatory leave are granted as per rules. 7 Provident fund is deducted as per norms.8. Free accommodation for teaching and non-teaching staff..9.Interest free loan schemto purchase laptops, Free gym and yoga classes. Free admission in RSD Judo Academy to the ward of the employees..	1 Advance against salary is sanctioned to the employees in case of emergency. 2 First aid counter has been set up in the college. 3 Fee concession is granted to the ward of the employees. 4 Free books from the book bank of the Library are given to the employees. 5 Maternity Leave is granted as per rules. 6 Medical, casual, privilege and compensatory leave are granted as per rules. 7 Provident fund is deducted as per norms.	The scholarship is given from government department 2 Free books and uniforms are given to those students who are economically weaker. 3 Facilities of the gym, sports, yoga, personal counseling, workshop, seminar, coaching are provided to students at free of cost. 4. Students can submit their fees in installment without charging any late fees.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Institution maintains accounting records which include both physical and soft copy records. These records are reconciled by conducting internal and external audits regularly. The audit is done by the coordinator of our CA (Mr. Sunil Kumar Agarwal) who acts as our external auditors linked with AS Company, to check and verify all the accounting records annually. There is a separate department for conducting internal audits quarterly which reconciles all the accounting records. The audit has been done successfully for the session 2018-19. There was no objection.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

2815348.05

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	A.S. Company	Yes	Mr. Vineet Kumar
Administrative	Yes	A.S. Company	Yes	Mr. Vineet Kumar

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Discuss the problems and performance of students with their parents, provide career guidance, take the feedback from parents.

6.5.3 – Development programmes for support staff (at least three)

P.D. Classes, Faculty development programme and IT training organised for the staff.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1) As per peer team suggestion computer literacy programmes are oragnized for students as well as teaching and non-teaching staff. 2) As per peer team suggestion for the usage of audio-visual system and ICT enabled teaching, smart class room have been created where the faculty uses PPTs for strengthening the process of teaching- learning. 3) The college has entered into collaboration with various industries like M.H.Exports Ellen Exports for the better placement, training , internship and industrial visits of the students. Extensive use of innovative teaching,Facilitating industry academic handshake for the better learning of students,Optimum utilization of asset, Conduct various extra-curricular activities.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Nill
c)ISO certification	Nill

	d)NBA or any other quality audit		Nill		

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Problems and solution in Teachers Education	24/08/2018	24/08/2018	24/08/2019	200
2018	Installation ceremony of Rotaract Club	06/10/2018	06/10/2018	05/10/2019	160
2018	Social awareness programme on Samuhik Vrat Parayan and Kanya Pujan on the occasion of Navratra	12/10/2018	12/10/2018	13/10/2018	250
2018	Alumni Meet	14/10/2018	14/10/2018	14/10/2018	360
2018	Motivational lecture on The role of teacher and confidence are required in development of human personality	01/12/2018	01/12/2018	01/12/2018	310
2018	International Divyangjan Diwas	04/12/2018	04/12/2018	04/12/2018	290
2018	Visit of NAAC Peer Team	26/10/2018	26/10/2018	27/10/2018	3
2018	Thums up recharge challenge	31/10/2018	31/12/2018	31/12/2018	380
2018	Rally on Swach Bharat Abhiyan	13/11/2018	13/11/2018	13/11/2018	355
2018	Rally on World AIDS Day	03/12/2018	03/12/2018	03/12/2018	368
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women Empowerment	07/03/2019	07/03/2019	220	92
Self Defence	27/08/2018	27/08/2018	235	87
Beti Bachao Beti Padhao	12/01/2019	12/01/2019	80	20

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Power requirement met by renewable – 10500 Total Power Requirement – 14994 Renewable Energy Source – Solar Energy Plant Renewable Energy and Used – 10500 Energy Supplies to the Grid - NO

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nill
Rest Rooms	Yes	Nill
Special skill development for differently abled students	Yes	Nill
Physical facilities	Yes	Nill
Scribes for examination	Yes	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	02/11/2018	1	Save Energy Electricity	Environmental Issues the Features, adoption of Solar energy	55
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Handicapped Day	04/12/2018	04/12/2018	580
Adolescent training for enhancing life skill development	05/03/2019	05/03/2019	541
Awareness Programme on Smoking	11/01/2019	11/01/2019	280
Voting Awareness Programme	09/01/2019	09/01/2019	325
Celebration of Malnutrition Day	12/01/2019	12/01/2019	425
Beti Bachao Beti Padhao	13/01/2019	13/01/2019	480
Self Defence	29/08/2018	29/08/2018	395
Awareness Programme on Literacy	14/01/2019	14/01/2019	420
Constitution Day	26/11/2018	26/11/2018	550
Aids Day	01/12/2018	01/12/2018	490
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Solar Power Plant :- In order to save energy at the institute level, the institute has installed the solar plant at the top of the college building.

2. Waste Water Management/Rain Water Harvesting: - The institute has also worked in the direction of waste water management/rain water harvesting particularly in student's hostels. Water flow restrictions on bathroom faucets and showers, low water flow toilets and automated urinal flusher.

3. Complete Ban on Polythene at Campus :- The institute has also banned the usage of polythene and other plastics in any form inside the campus to make it plastic free campus.

4. Institute Community Garden :- The institute also has its own community garden for making the environment of the campus green and air clean.

5. Use of more LEDs than CFL :-The institute has also encouraged more and more usage of LEDs in place of CFLs, tube-lights and fluorescents bulbs in order to reduce energy wastage and reducing cost.

6. Digital Library/E-Learning Centre:- The institute uses more readout material in soft form and trying to reduce hard readout material. Using more e-mail for officially communicating the information needed, online reading, etc and students also enrolled in online courses like NPTEL, SWAYAM

7. Tree Plantation :- The institute takes an active part in various tree plantation programs and encourages tree plantation in the campus and also takes proper care of the greenery in around the campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1.Title of the Practice is Installation of Cancer Awareness Cell 2. The aim of organizing the awareness programme on cancer to protect persons from it because it is one of the critical diseases and it is widely spreading. Our institution is supporting to society and helping those patients who are suffering from it. 3.The Context of it,our institution focused on the four main components of cancer control in awareness programme – prevention, early detection, diagnosis, and treatment because cancer is a leading cause of death. Most cancer deaths occur in low- and middle-income families, where resources and information are not available for prevention, diagnosis, and treatment of cancer at right time. 4.The Practice is that our institution organized various cancer awareness programme and has also established a cancer awareness cell in the campus where the coordinator of this cell, invites Doctors who are specialized in the same field to share their experiences and creating awareness with the help of powerpoint presentations in seminar, workshop and distribute the brochure to participants. The college has to arrange the seminar and workshop as per the schedule of experts so that the institution has to postpone other essential activities. 5. With our cancer awareness program there was a significant increase in level of knowledge regarding breast cancer, oral cancer and the local society come to know about the early identification of symptoms. To inculcate safe lifestyle practices in people, awareness programmes such as human chain campaigns, cancer awareness workshops and health talks by the specialist doctors increases understanding among the various group of people. According to World Cancer Report, there is a high incidence rate of cancer throughout the world and it may reach about 20 million by 2030 (WHO, 2008). In India, around 0.95 million new cancer cases are detected every year with 0.63 million deaths. Breast cancer is the most common cancer in women and the second leading cause of death among women. As we have observed that all the faculties, staff and students of R.S.D. Academy are doing at their level best to make the society aware to fight against cancer and we are sure that such type of initiatives by the HEI's will definitely help the society. 6. A problem occurred in the arrangement of funds for implementing cancer awareness programmes in publishing cancer education-related materials (posters, brochures, and books) and promotional materials (banners, newspaper) and few participants didn't attend the whole programme because of their busy schedule. 2 Title of the Practice : Free Pathshala to poor kids and those who are not going to school and distribution of woollen clothes(in winters) to poor people . Goal : 1)To provide free education and counselling to children who can't afford fees for it. The objective of teaching and counselling is to make children self-dependent and to select the right career as per their interest. 2).Reason for providing the woollen clothes to protect them from shivering and illness during winter and to develop the values in humans to think about social welfare 3) Context : Providing the guidelines to those persons who want to be educated but some reasons they couldn't take education. Under this campaign, students guide them, how to complete their education. Students also developed a sense of responsibility towards the nation4) Practice:.1. Free education and counseling classes were arranged by college outside the campus. Students got permission from the Principal to arrange these classes in rural areas for 15 days. 2. Woollen clothes were also distributed to poor people who sit at religious places. Our institution arranged such clothes from faculties and students. They gave those clothes which they were not using them and they all actively participated in such activities. • Few students didn't ready to go to rural areas for counseling and free education to poor people. Principal and faculties have changed the mindset of such students. They have developed a sense of responsibility and humanity. 5)Evidence of success: Our government is doing well to educate all the citizens and giving so many scheme (Like mid-day

meal, free books and stationery, free uniform etc.) to attract the children's and their family to send their child to school, But still there are so many areas which are far away from the school education and not catered. For supporting the education to the poor children, the Students of R.S.D. Academy initiated a literacy programme Edushala with the motto to teach the poor students at their home or nearby places. This programme increases their interest in school learning and then our teachers motivate the students and their families to send their child to school by helping them to get admission in nearby schools. We also make them aware about the various scheme of State/central Government to eliminate their misconception about the financial burden on family for education. With this initiative so many families get attracted and start sending their child to school. This will definitely add some value in the success of education and literacy rate. 6) Problems: 1.Difficulties arose in the arrangement of transportation for students to provide free education and counselling classes in rural areas for 15 days and peoples belongs to rural areas didn't permit their daughter-in-law to participate in such classes. 2. Institute faced the problem related to human values among the students as they generally don't want to participate in social activities. Proper counselling and availability of good counsellors is also a constraint in the success of such kind of activities.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://www.rsdacademy.in/degreecollege/bestpr/file/63817-best-practices-2.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

R.S. D. Academy plays a vital role in enhancing the full development and growth of our students. We focus on mainly four most important dimensions of student personality i.e. academic, physical, social activities and human values of students. Academic Performance: Academic scored of students are always good. 99 of students are passed in every academic session. Institution continuously maintains and improving the performance of students. The institution has adopted innovative techniques in teaching pedagogy. It organizes several training programs like Computer literacy program, Student psychology, Soft skill development etc. The Institution has collaborated with industries for students to get training, placement, internship and experts are invited from the corporate and academic sector for guest lectures, seminar, and workshops in which students get the practical exposure and enhance their knowledge which reflects the vision that to make our student innovative or development of technical and managerial skill. Physical Performance: Institution also focuses on the physical fitness of students. The college has a playground which utilizes in organizing the sports competition, Rovers/Rangers/Scout Guide camp at Intra inter-level of college competition as per guidelines given by University. We also organize physical fitness programmes at our own gymnasium and we conduct yoga activities in yoga hall for students and staff. As we are continuously work health and physical fitness, the result reflects in different physical activity, competition and games as well as in various social and cultural group performances and camps like:- The institution got second prize in 22nd Rovers and Rangers Samagam 2019 which was held on 28thand 29th January 2019 organized by Dayanand Arya Kanya Degree College, Moradabad. Social Activities: R.S.D. Academy is well known in its tremendous contribution to the social awareness programs in which the college has active participation always like blood donation, eye donation, pollution control, plantation drives, Swachh Bharat Abhiyan, save girl chid, cancer awareness etc. The institution follows the guidelines of the National Service Scheme for organizing the various social

programs in a rural and urban area which develop a sense of responsibility among the students and staff. Human Values: We at RSD academy exploring on the right understanding that All great people of the world have tried to realise the truth and to live by it in terms of love and compassion. They have tried to: 1. Understand themselves (human being) 2. Understand the underlying harmony in nature, in existence They have tried to understand the role of the human being in nature, in existence and to develop a just and equitable society. We conduct the workshops and lectures specially on human values through which we make enable the student and teachers to realistic approach towards their goal.This effort on Universal Human Values is in continuation with that tradition of self-enquiry, for the wellbeing of all,drawing upon universal essence, it is put forth as proposals for self-exploration on one's own right. So, the need for reform in mainstream education, particularly inculcation of values, has been felt for quite a while

Provide the weblink of the institution
https://www.rsdacademy.in/degreecollege/instper.php

8.Future Plans of Actions for Next Academic Year

1) To get integrated course for B.Ed. 2) To start the publication of R.S.D. Journal of commerce and education 3) To set up NCC unit 4) To improve physical infrastructure for outdoor games 5) To start online classes for all courses