YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution   **R.S.D. Academy**

- Name of the Head of the institution   **Dr. Vinod Kumar**

- Designation   **Director**

- Does the institution function from its own campus?   **Yes**

- Phone no./Alternate phone no.   **0591-2452442**

- Mobile no   **9837075443**

- Registered e-mail   **rsdacademy@yahoo.co.in**

- Alternate e-mail   **rsdacademy2001@gmail.com**

- Address   **Ram Ganga Vihar, Phase-II, Moradabad**

- City/Town   **Moradabad**

- State/UT   **Uttar Pradesh**

- Pin Code   **244001**

2.Institutional status

- Affiliated /Constituent   **Affiliated**

- Type of Institution   **Co-education**

- Location   **Urban**

- Financial Status   **Self-financing**

- Name of the Affiliating University   **M.J.P. Rohilkhand University, Bareilly**

- Name of the IQAC Coordinator   **Monika Bhatnagar**

- Phone No.   **9411432581**

- Alternate phone No.

- Mobile   **8218574953**

- IQAC e-mail address   **rsdacademyiqac@gmail.com**

- Alternate Email address   **monikabhatnagar.iftm@gmail.com**

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

https://rsdacademy.in/degreecollege/aqar/file/176126-aqar%202019-20.pdf

4.Whether Academic Calendar prepared during the year?

Yes

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

https://rsdacademy.in/degreecollege/ac/file/39170-academic-calendar-2020-21(2).pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.61**	**2011**	**30/11/2011**	**29/11/2016**
Cycle 2	**B++**	**2.86**	**2019**	**08/02/2019**	**07/02/2024**

6.Date of Establishment of IQAC   **16/12/2007**

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

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

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year   2

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

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

- If yes, mention the amount

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

Institution has given their contribution in the field of social awareness programme like gender issues, women empowernment, self-defense,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.NSS unit also distributed the 1000 mask in Mora ki Milak , village whichi is situated nearby institution.

College has conducted the online classes, webinars like financial literarcy programme, human values and professional ethics and role of ICT in higher education etc for students and teachers during pandemic.

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.

Various online competitions and activities to develop the soft skills and personality in students as well as motivating the

students to enroll in MOOC's and get the certificate after examination.

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

Plan of Action	Achievements/Outcomes
Orientation programme, cultural fest, competition on various activities like sports,yoga will be organized.	Orinetation Programme, competition on various activities, cultural fest have been organized.
Workshop, and webinar will be organized for students to enhance their knoweldge 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.

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

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	**R.S.D. Academy**
• Name of the Head of the institution	**Dr. Vinod Kumar**
• Designation	**Director**
• Does the institution function from its own campus?	**Yes**
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• Address	**Ram Ganga Vihar, Phase-II, Moradabad**
• City/Town	**Moradabad**
• State/UT	**Uttar Pradesh**
• Pin Code	**244001**
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• Affiliated /Constituent	**Affiliated**
• Type of Institution	**Co-education**
• Location	**Urban**
• Financial Status	**Self-financing**
• Name of the Affiliating University	**M.J.P. Rohilkhand University, Bareilly**
• Name of the IQAC Coordinator	**Monika Bhatnagar**

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• Upload latest notification of formation of IQAC | [View File]

9.No. of IQAC meetings held during the year | **2**

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• If yes, mention the amount	

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

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- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020	26/05/2020

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	
20.Distance education/online education:	

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**06**

File Description	Documents
Data Template	[View File]

2.Student

2.1 Number of students during the year	**570**

File Description	Documents
Institutional Data in Prescribed Format	[View File]

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**0**

File Description	Documents
Data Template	[View File]

2.3 Number of outgoing/ final year students during the year	**291**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**92**

File Description	Documents
Data Template	No File Uploaded

3.2 Number of sanctioned posts during the year	**92**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**34**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**7382411**
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 development at the beginning of the session and copies of the latest syllabus are distributed to the allotted subject teacher. Schedule of work/ time table is prepared in the beginning of the session as per the curriculum prescribed by university. Then the college prepares its own academic calendar which includes the various activities like seminar, guest lectures, unit wise test, workshops etc.

- Developing personality and leadership skills in students so that they meet their professional demands of global era.

- Creating awareness program 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 contents of the curriculum effectively.

- The students are given training to use the ICT in the teaching- learning process.

- Prize distribution ceremonies are also organized by the institution for those students who have secured highest marks in external exam of university and participated in other co-curricular activities.

- Teachers are encouraged to use PPT and smart boards and 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's for effective delivery and transaction of the curriculum.

- Access to E-library is made available to teachers and students by subscribing to DELNET.

- The students are also encouraged to use internet in the computer tabs to have access to online reading material.

- The well-stocked library of the college has about 16012 books, 104journals, 26encyclopedias & 843dissertation and about 10 daily newspapers, the syllabus guidelines and previous years university question papers are also made available to students.

- Regular department wise meetings are organized to access 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 it's strategy to analyze the achievement of the 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 held by the college at which new extracts are appraised bythe systems of internal & external evaluation and also distribute the academic calendar to every students.
- As per university norms and government guidelines, institution has changed the date of practical swhich is already mentioned in academic calendar.
- Internal exam, viva-voce, special tests, projects and assignments is implemented by institution as per academic calendar.
- Mentor is alloted to every students in the begining of session. As per acdemic calendar, tutorial classes are organized for slow and adavnce learners.
- In this session, onilne classes have been conducted for completing the syllabus, solving the queiries andassignment is allotted to students through online mode.

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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   D. Any 1 of the above

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

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

03

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)	View File

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

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

0

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)	View File

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

number of students during the year

0

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

1.3 - Curriculum Enrichment

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

The institution makes sincere efforts to integrate cross cutting issues such as

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

ICT etc. in to curriculum.

- Seminars, debates , symposium and discussions are held to familiarize the students with the issues that affect their surroundings.
- To sensitize students about environment, saplings are planted with the help of NGOs, Youth clubs or NSS Volunteers. Lectures are also delivered to educate students about the importance of pure and unpolluted environment.
- The college subscribes to number of magazines, journals which help students know more about the pressing issues. Various rallies on burning issues are held.
- The college has set up an advanced computer laboratory with internet to promote computer literacy amongst students. The college subscribes to a good number e-journals, to develop technological skills of its students.
- 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.	View File

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	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

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

80

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution   **A. All of the above**

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

File Description	Documents
URL for stakeholder feedback report	https://www.rsdacademy.in/degreecollege/feedcell/file/19346-2020-21.pdf
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	No File Uploaded
URL for feedback report	Nil

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

245

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

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

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

163

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

The college assess the needs of the students in terms of knowledge and skills. Following steps are taken in this regard.

- **The admission form contains the column giving the information about the student's interest in various co-curricular activities ,NSS, 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 class tests 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 where individual attention is paid to students.**
- **Talent search competition is organised and students are trained accordingly to participate in various competitions.**
- **Sports trials for various games like Judo, cricket, badminton, Kho-Kho, 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 that no students suffers. 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. 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. They are encouraged to think 'out of the box' in their projects and assignments.**

- **NSS units of the college, worked for women empowerment, problem of rural community, conversation of water etc. The students of NSS also visited orphanage, rehabilitation centre to help the needy person.**
- **Scouts - Guides , Rovers - Rangers camp were organized and participated in various social awareness programme and worked for upliftment of economically weaker sections.**

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
291	**90**

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.**
- **Organising of skill development programmes.**
- **Organising seminars, workshops on academic and social issues.**
- **Provide research guidance.**

- **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.

- **That eating plants are prepared keeping in mind the intelligence question of the students that eating plant is made in a way that it facilitates teacher-student interaction and make the delivery of contents easy convenient and comprehensible.**

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, sports and cultural activities.**
- **The college library subscribes to newspapers, journals, periodicals and magazines.**
- **Reasoning and aptitude tests are conducted by the college for developing reflective thinking and scientific temper among the students.**
- **Students are assigned various duties during functions organised by different departments to develop a sense of belonging .**
- **The college organisers program like sustainable environment, health consciousness, save water, yoga meditation camps and havanyajnas's for the purification of mind, body and environment.**
- **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.**
- **College has entered into tie-ups with institutes like BSL (**

- British School of language etc.) to improve communication and soft skills of the students.
- Seminars on burning topic organised. Experts are invited to share their views on such issues.
- Faculty is encouraged to hold talks/ seminars on relevant academic and social issues.

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

90

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

92

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

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

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

07

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)	View File

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

2.4.3.1 - Total experience of full-time teachers

384

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

2.5 - Evaluation Process and Reforms

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

1.The college keeps records of projects /assignments related to internal assignments of each course for three years for any revaluation. It brings robust 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 programs.

3. Evaluated answer books of the unit test are given to the students to assess their progress and also to being discrepancies, if any, to the notice of teacher concerned and the Principal.

4. Our teacher go beyond the classroom to ensure that no students. 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 unit tests are returned to the students after revaluation 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 college management.

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.

The college has clearly stated learning outcomes .The college website and prospectus very clearly states the vision, mission and objectives of the institution. Staff and students are made aware of the aims and objectives of RSD Academy, Degree College through orientation program, seminars, assemblies, talks etc.

2. 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.

3. 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 .

4. 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.

5.The learning outcomes of the students is evaluated by assigning topics from time to time for presentation and class tests. This helps the students to know the subject and the students also 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.

2.6.2

All departments individually meet the head of the institution to analyse the annual results the college tables show the detail year wise passed performance, year wise overall passed performance, department wise overall passed performance.

Student year wise and department wise past performance:

Title of the program

Appeared

Passed

Pass %

B.B.A.

05

04

80%

B.C.A.

Nil

Nil

Nil

B.Com

19

19

100%

M.Com

16

16

100%

B.Ed

194

190

97.44%

M.Ed

62

62

100%

BTC

Nil

Nil

Nil

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

291

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
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)

<u>https://rsdacademy.in/degreecollege/feedback/file/40893-naac-sss-20-21-(co.ed)-converted.pdf</u>

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)	<u>View File</u>

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

0

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	**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) To maintain ecosystem and be common to eco friendly eraour institution has proper set-up for water harvesting,so that rainwater can be preserved and reused for plantation and gardening.

5) As per initiative for creation our college invites suggestionand opinionwherever it is matter to launch and new creative things.

6) Our institution has a proper supplied of solar power plant whichsuper power to all different units in the institution.

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

04

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)	View File

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**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

o

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

3.3.3 - 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

01

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

3.4 - Extension Activities

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

Date Name of Activities Chief Guest Organizer 29/12/2021 Fitness Pogramme Mrs. Sangeets Chaudhari(Deputy Co-ordinator, NIOS), Mr. Abhishek Bishnoi(PTI, R.S.D. Academy) R.S.D Academy, Moradabad

10/01/2021 Lohri Celebration Mrs. Reena Singh(President, AIWC) R.S.D Academy, Moradabad 08/02/2021 NCC Camp Col. Rajesh Mishra(CO, 9UP Girls Batallion) NCC 10/02/2021 NCC Camp Inspection Brig. Venkatesh Sharma(CO, Bareilly Group) NCC 11/02/2021 NCC Camp Brig. Venkatesh Sharma(CO, Bareilly Group) 9UP Girls Batallion NCC 16/03/2021 5 Day Scout & Guide Camp Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) Dept. of Education(R.S.D. Academy) 16/03/2021 Poster Competetion during Scout & Guide Camp Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) Dept. of Education(R.S.D. Academy) 19/03/2021 Seminar on Water Conservation Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) R.S.D Academy, Moradabad 20/03/2021 Closing Ceremonyof Scout & Guide Camp Dr. Madhubala Tyagi(District Commissioner, Scout & Guide) Dept. of Education(R.S.D. Academy) 22/03/2021 Seminar on Water Conservation Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) R.S.D Academy, Moradabad 23/03/2021 Workshop on Water Conservation Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) R.S.D Academy, Moradabad 07/04/2021 Corona Vaccination Awareness Programme on World Health Day Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) NSS(R.S.D. Academy, Moradabad) 15/04/2021 Ambedhkar Jyanti Celebration Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) R.S.D Academy, Moradabad 12/06/2021 Pledge by Staff for Vaccination Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) R.S.D Academy, Moradabad 22/06/2021 Onlline Poster & Slogan Competetion Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) R.S.D Academy, Moradabad 05/07/2021 Plantation on Forest Day Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) R.S.D Academy, Moradabad 07/07/2021 Poster Competetion on Kargil Vijay Diwas Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) 9UP Girls Batallion NCC 13/08/2021 Rotaract Youth Festival Mr. Hari Gupta(Mandaladhyaksh), Mr. Tushar Tyagi(Youth Film Director) R.S.D

Academy, Moradabad 18/08/2021 Felicitation of NCC Cadets Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) R.S.D Academy, Moradabad 22/09/2021 Celebrated Amrit Mahotsav(Freedom run) 9UP Girls Batallion NCC

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

04

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	<u>View File</u>
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

24

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)	<u>View File</u>

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

2173

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)	<u>View File</u>

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

7

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	<u>View File</u>

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

03

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

1) The infrastructure policy of the college is driven by visualisation of future requirements of teachers, administrative staff and students particularly in advance.

2) The present focus of the college is to create physical infrastructure with latest information technology in mind so as to facilitate effective teaching and learning in the classroom.

3) 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.

4) An imposing 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.

5) Wi-Fi/ Internet facility is also provided to the stakeholders.

6)There are separate rooms for both girls and boys equipped with recreational facilities like games, magazines and newspapers etc .

7) The various Laboratories of the institution are ungraded from time to time to keep pace with the latest advancements that are taking place in the field of higher education.

8) The computer laboratory is well equipped with latest computers and software to enhance the knowledge of students .

9)A gym fitted with the latest equipment and machines and a yoga room is actively being run inside the campus to prepare a fleet of sportsman .

10) Old washrooms have given facelift and two new washrooms have been constructed . Water filters have been installed to provide fresh and pure water 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 act 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

NUMBER

BENEFITS

1)LECTURE HALL

7

Institution has spacious & well ventilated equipped with ultra modern facilities like LCD & OHP, comfortable seating, spacious rooms which can accommodate large number of students.

2)LIBRARY

1

Our library is fully enriched with all kinds of latest & update materials(books, journals, magazines, pocket books) required for better updating knowledge.

3)COMPUTER LAB -WIFI AND INTERNET FACILITIES

1

Instittution has well maintained computer lab updated with latest version of software including internet facility, along with wide doorway openings and clear fro aisles for wheelchair users.

4)TRANSPORTAION FACILITY

2

Institution has arranged a pick and drop transportation facility to students within a radius of about 10 kms from adjoining areas of the city of Moradabad. The college also maintains ambulance for medical emergencies.

5)GYMNASIUM

1

Collegehas a well equipped gymnasium with modern fitness equipment's for students and staff.

6)YOGA AND FITNESS CLASSES

Regular

College has established a yoga meditation center for students under the guidance of expert trainers from yogapeeth.

7)JUDO CLASSES

Twice

Instituion runs Judo programs which offer a safe and challenging environment in which each judoka can achieve his or her potential.

8)ART & CRAFT ROOM

1

We encourage and enhance the artistic knowledge and skills of students through Art & Craft classes under the guidance of field experts.

9)MEDICAL AID FACILITY

1

The college provides adequate first aid medical facilities to the students and staff at its parent hospital.

10)CAFETERIA

1

Our well maintained canteens in the campus provide students, staff and visitors a high quality and hygiene food.

11)INDUSTRIAL & EDUCATIONAL VISIT, FUN TOUR

Twice

Institution provides industrial visit with an objective of providing students practical knowledge regarding how to manufacture the goods, the work on the assembly lines, how to maintain inventory, making students understand necessity of plant layout and location, functional opportunity etc.

12)SPORTS

REGULARLY

Sports and fitness is an integral part of the Institute which provides a network of facilities, inducing opportunities for sports participation at all levels, and provides a chance to its students to take part in a wide range of sports pursuits.

13)AUDITORIUM

1

The institute has well furnished and well equipped auditorium with modern audio visual aid.

14)CULTURAL & CO-CURRICULAR ACTIVITIES

EVENTS

Music and dance classes, in both modern and classical form, are organized for students keen on refining their creative potential under the guidance of eminent trainers.

15)HOSTEL

40

The hostel rooms are spacious, clean, and well maintained. The rooms are available on single occupancy basis as well as on sharing basis. To help the young minds focus on their studies, each room is furnished with beds, wardrobes, study tables, chairs and air-cooler. Solar heaters, Water puriffers and water coolere have been installed.

16)ROBOTICS LAB

1

Students need exposure from an early age to be able to feel comfortable working around machines as the world is inevitably moving towards that future.

17)ICT Classes& Seminar

3

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

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)	View File

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

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

487457

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	View File

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 cove up different activities like:- books issued, book taken back(Returned),classifying and including materials, rewards for different form of books like magazines, journals and newspaper, hoardings.**
- **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)	View File

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

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

3993118.60

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)	[View File]()

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

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

65

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:-

- **New software are added to meet the requirement of Curriculum.**
- **Wi-Fi hotspot are created.**
- **New and updation of software through Delnet.**
- **The college intends to train teachers in handling the computers and teach them how to make PPT's for their respective courses.**
- **Computer lab and Library are connected with internet.**
- **This facility is provided to both faculty and students. For the rest of campus, it is provided through Wi-Fi. Faculty and students can access resources through DELNET on and off campus. for the maintenance of campus.**
- **For the maintenance of computers and scientific instrument, the institute has annual maintenance with name 'COMUTECH' from Saharanpur .**
- **The data is updated on 30 /05/2021 and nature of linkages is Optical Fibre. Now institution has 5g speed.**

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)

1272343

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)	<u>View File</u>

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 has an Advisory Committee. Its composition is-

Chairperson, Principal, Librarian, All departments Head, Two senior faculty members

The 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 and newspapers.**
3. **DELNET connection is subscribed.**
4. **New magazines and journals are subscribed.**
5. **Old year question papers are made available to students.**
6. **To maintain discipline, the library staff keeps a watch on students and inculcates in them a strong reading habit by way of motivation.**
7. **A Xerox machine is kept in the library. Library staff assists students to get important pages of books /magazines Xeroxed.**
8. **There is an assistant professor in physical education, responsible for sports activities of our college and motivating the students toparticipate in games like cricket, volley ball, basketball, scating, badminton etc. are organized at intra andinter level.**
9. **Auditorium, seminar and classroom are utilized for the purpose of workshop, conference, seminar, cultural events at intra-inter level.**
10. **The college has a maintenance committee which looks after maintenance requirements and makes recommendations to college management.**
11. **The college has appointed several incharge both of teaching and non-teaching staff to look after the property of the institution.**
12. **Meeting of the incharge of various departments are held on regular basis and appropriate measures are adopted to safeguard the property of the institution.**
13. **Varoius camps of NSS, NCC(SW) & (JW) , Scout - Guide are conducted anplay ground 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

90

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)	<u>View File</u>

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

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)	<u>View File</u>

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

60

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

60

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)	<u>View File</u>

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

C. Any 2 of the above

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

07

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)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

12

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	View File

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

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

09

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)	[View File](#)

5.3 - Student Participation and Activities

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

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

0

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)	[View File](#)

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

The college has an active student Council with a leader of students who plays an important role in handling and have proper control on academic and administrative bodies as the college is

having various committee is headed by the student and respective faculty which help them in organising the academic administrative bodies.

Various committee includes:-

1. Discipline committee- For proper maintenance of discipline in regular basis and in various program held time to time in the college.
2. Hospitality committee- RSTD is famous for its hospitality in various events held in the college and students can have proper arrangements.
3. Grievance Committee- In the college has a proper cell for handling any kind of dispute and the satisfaction of the students to any aspect of college.
4. Cultural Committee- Students council members also participates in cultural programmes like annual fest, talent hunt. These members help in selecting the applicants in co-curricular activities of RSD Academy.
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'sassociation 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, scout guide, Rovers and Rangers sports and various social activities include blood donation , eye donation, plantations ,girls 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)	[View File](#)

5.4 - Alumni Engagement

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

Alumni Association has been registered in our institution. It plays a very important role in contributing the institutional development through financial and non-financial means in several ways like in non financial terms all the current students they should get the benefit of the practical exposure, experience, thoughts & ideas of the alumni through guest lecture & interaction session time to time. On the other hand, through this alumni assciation get the information about each one if its students where they are placed, what they are doing & the old students namedalumni ; they get the chance to create 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 they are thr major source of internal recruitment so the college can place their ownproduct; theyare the source of employement. The amount generated by the alumni association is being used by the needy students in their fees. Them amount generated by the alumni association is being used for the upliftment of the current students in the college for their all round development. The amount generated by the alumni association is used by the college for the fees of the webinar & seminar. The amount generated by the alumni association is used for the research work & this is how the alumni association is contributing significantly to the development of the institution through financial & non financial

means during the last five years.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:-

The vision of our institution is "Be a lamp unto yourself" which states the motto of our institution to provide opportunity to individuals to enlighten the society with the lamp of knowledge and excellence.

Mission:-

" To provide an opportunity to the young generation for evolving their core competencies building up their careers and world class professional with broad based foundation in depth of knowledge and versatile personality to meet the challenges of global economy".

We have framed the following objectives to achieve our mission and actualize our vision.

Objectives of the institution:-

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 develop the student's hidden potential.
4. To provide equal opportunities in higher education for male and female students.
5. To inculcate human values in the students through the medium of education.
6. To evolve the feeling of Patriotism and universal brotherhood to build up ideal citizens.
7. To develop social, economic, political and psychological consciousness/awareness among the students.
8. To awaken sense of responsibility and accountability towards the nation.
9. To ascertain and educational system in order to fulfil the target of education and to impart vocational and professional education.
10. 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.

The mission, vision and objectives of the institution are conveyed to the students and the staff through various channels.

At the beginning of the academic session, the student and the newly appointed staffare inducted to the various activities/programs immediately after the joining of the institution.

The mission, vision and objectives are published in the regularly printed college prospectus. These are elaborated by the head of the institution on all important functions like seminars, workshops, prize distribution function, alumni meet, annual fest etc.

Nature of Governance:- The Managing committee of college is constituted as per University /UGC AICTE norms. This is the central body of the college. Regular meetings of the Management with Principal and Faculty members are held wherein plans are chalked out for the formulation of policies and their implementation to make governance and management effective and result oriented. The Principal makes sincere efforts to implement the policy of UGC /affiliating University.

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

The action plan is formulated after having consultations with all the stakeholders.

The Principal holds meetings with the staff both teaching and non-teaching to formulate action plans and their implementation . He holds meetings with various committees that include

Academic, Anti-ragging, Library to formulate plants and implement them effectively.

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 organisational structure is presented in attached file.

The Institutions commits itself to have a combination of working in both the format i.e. formal and informal. The employer and 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.

During this year, it had been noticed by the management that the number of admissions in different courses were reducing rapidly due to pandemic. Students who have taken admission in regular courses also they are not ready to be regular. The strength is getting less day by day and employees turnover has also reduced due to covid -19.

To overcome this problem institution frame the joint committee of teachers, students and few members from management. Regular meetings were conducted and various issues were discussed . Decentralisation 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 the different institution is also a point of discussion in the regular meetings.
- The committee also decided that fee would not be increased and huge relaxation in fee was provided in this year.
- 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 it and over also in this promotion policy was examined and accessed. 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 processed 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

The Institution's commitment to quality policy is reflected in the working of the following committees:-

- Admission committee ensures that all University norms are compiled with and 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.

- Completion of courses and analysis of results is also done by various departments.
- The college believes in quality in all academic and administrative aspects despite same infrastructural constraints that teaching and non-teaching the staff is conscious of their responsibility towards the most important is stakeholder i.e. the students. As quality is an evolving construct, conscious efforts towards the incremental improvements in teaching and administrative services are like a work in process at the college. The college website remains updated and it keeps the students, faculty and other stakeholder aware about all important notices, circulars and attendance matters.
- The college has an IQAC to ensured academic and administrative excellence.
- The students performance is reviewed after every exam and needful is done wherever required.
- Special attention is given to high achievers as well as low performance by arranging extra and tutorial classes through online & offline as per government guidelines.
- The faculty is motivated to attend seminar, talks and conferences to update their skills of knowledge so that the students are also benefited by them.
- After taking feedback from various resources, the head of the institution holds meetings with the members of the staff to discuss various plants to be executed for the overall growth of the institution. The proposals given by faculty in Academic Staff Council meetings are studied and genuine proposal out of the set of proposals put forth by faculty are gladly accepted and executed. University curriculum, schemes of UGC and instructions from Ministry of Higher Education are thoroughly studied and proposals are prepared by teachers under the leadership of the Principal. 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 studying their own entrepreneur ventures.

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.

The effective monitoring system with in which all operational units have the required autonomy for decision making in their respective domains, where is committees are appointed which are responsible for decision making and actions in specified areas. Similarly individual faculty member are also give the responsibility to act as coordinator of specified activities such as NSS, Scout & Guide, Rovers and Rangers and maintaining the college website. Individual faculty members are also appointed for carrying out specify statutory function such as those of being Deputy Superintendent of exam, internal governance committee, staff council. The Academic development committee includes all teacher in charges as ex officer members serves as a body responsible for deliberations on all academic matters.

Recruitment method:-

1. Convenience of the staff is taken of without compromising with quality of work. Human touch always remains prime while interacting with members of staff as well as students.
2. Institutional practices both the form of management that is external and internal sources of recruitment.
3. Recruitment sources opted to invite the applicant for job which are external to institution are publishing ad in newspaper 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.

Service Rules and Organisational Structure:- It is presented in additional information .

Grievance Redressal Mechanism:-

1)The college has a robust mechanism to ensure that grievances/

complaints are promptly attended to and resolved effectively.

2) The grievance redressal committee address individual grievance of staff and students. The Principal frequently gives counseling to the students to address their concerns and apprehensions. The Principal keeps interacting with the faculty to understand and address their issues.

3) The anti-ragging committee takes its responsibilities very seriously and is vigilant throughout the year and especially at the beginning of the session.

4) The discipline committee for students take prompt action as soon as any complain relating to student behaviour is reported to it.

5) 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)	View File

6.3 - Faculty Empowerment Strategies

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

Variousis welfare schemes adopted by the college has stated as:-

- Provident fund is deducted 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
- Feeconcession is granted to the ward of the employees
- Free books from the book bank of the library are given to the employees.
- Maternity leave is granted as per rules.
- Medical, casual, privilege and compensatory leave are granted as per rules.
- Sponsorship to attend the various workshop and seminar
- Zero interest loan scheme to purchase laptops /computer
- Award and recognition for paper writing case study AC etc.

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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)	View File

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

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

06

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)	View File

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

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

07

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)	[View File](#)

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 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 fills the feedback reports for every faculty members. 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 performance appraisal report is reviewed by the head of the institution. The outcome of this review is always encouraging as it gives an opportunity to faculty to enhance their strengths and to overcome their loopholes /weaknesses. This has a direct bearing on the performance of a faculty and academic and extra curricular achievements of our students. The review is communicated through notices. The achievement of faculty is appreciated by way of issuing letters of appreciation to them or 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 too. It helps to ensure the things to be on right manner. Institution includes the conduct of internal and external audit of the college. The task is done by the coordination of our CA (Mr Sunil Kumar Agarwal) who act as our external auditors link with AS & Company, to check and reconcile and verify our accounts. Last audit was done for the session 2020-21. 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)	<u>View File</u>

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. Every conduct

includes the participation of both in equal manner. Strategies for mobilization of funds are widely used in achieving the main objective of Institution i.e. to serve education. The institution utilizes the physical and financial resources in best appropriate manner.

The funds available within the institution are utilised to the best extend. There are the major sector for the investment of funds and utilisation of resources. The funds are usually invested in following areas:-

1. Library maintenance and covering up all updates(software and database)
2. Conducting cultural events like Social awareness programs, blood donation camp, free health check up and in the celebration of all national festivals.
3. Institutional also focus on providing the best to the students by conducting seminar and workshop for the different courses.
4. Educational tours which are conducted in every session to provide practical knowledge to the students to make the staff more effective and efficient. But in this session, tour was not organized due to pandemic.
5. To make the staff more effective and efficient; motivational seminars are conducted for them for external resource person .
6. Financial support to faculty members who wants to attend FDPs /Seminar and short- term courses to enhance their knowledge and skills in their respective area.
7. Funds are also invested to maintain computer labs.
8. 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.

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 has established an IQAC. The college is firmly committed to the objective 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) IQ AC has 2 external members. He is expected to contribute significantly in the time to come.

4) 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. This feedback is expected to play a major role in reviewing the progress made and bring about further quality improvements. Students also have the opportunity to send their suggestions to the IQAC suggestion box and feedback form available in the college.

5) Six faculty members are the key constituents of the IQAC decision-making process whose feedback is taken and analysed before taking any major decisions. The minutes of IQAC meetings are widely circulated among the stakeholders to elicit their comments and suggestions. 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.

- From time to time, the administrative staff undergoes the required training.
- Interactive sessions are held where in staff is updated about various rules and regulations.
- The time table meetings pertaining to the workload and paper allocation starts well in advance of the next 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 Psrincipal 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)

D. Any 1 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)	[View File](#)

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Our college is having a very positive approach towards the encouragement of gender equity. There is no such type of discrimination in between the employee regarding gender.

- The college facilities are same for all.
- The college conducts the seminar, webinar on "Women empowerment."
- The college conducts the guest lecture by female S.I & Police to make aware about the helpline number provided by the government for the safety of ladies 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   C. Any 2 of the above

**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**

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	No File Uploaded

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

Solid 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 get recycled for further usage and helps in cleaning the campus.

Liquid Waste Management

The College is very much particular about the waste management and is keenly interested in making the campus neat and clean so far all the 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.

E-Waste Management

The college is fully equipped with all kinds of latest technology including computer lab in different departments and those computers and other equipment are well managed and their waste is also get properly processed from time to time and the equipment get recycled for further use.

Hazardous chemical waste management

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 and will not responsible for any kind of solution..

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

C. Any 2 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	View File
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

E. None 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	<u>View File</u>
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 transparent environment in the organisation as employees are treated equally despite of their relegion,caste & colour. 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 awarenes 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 : 'Intyegrity-a way of life' etc. The employees have good interpersonal relationship in the organisation the colleges 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 acctively involved in building the harmonical environment in & outside the organisation.

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 the corrective awareness programmes to make aware about the safety measures against this pandemic COVID-19.

Distribution of masks & sanitizers is also being conducted in several NSS & NCC Camp time to time in the seminar to make aware about the pandemic 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   4. Annual awareness programmes on Code of Conduct are organized   A. All of the above

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

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

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.

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: - I

Title of the practice

Conduct the Social Awareness Program on Corona Virus: A Practical update: Prepare, Manage & Prevent".

  1. Goal

The aim of organizing the webinar was to spread awareness among students regarding the current pandemic i.e., Corona Virus. The objective of the webinar was to help them deal with the problems they are facing due to the nationwide lockdown to restrict the spread of corona virus. The webinar was attended by nearly 150 students and faculty members of the institution. Along with discussions on issuesand challenges, the webinar focused onsolutions faced by them during theCOVID-19pandemic.

1. The Context

The College said that it plans to prepare a policy document concerning the interventions required for the students on the webinar. The principal assured the students and the faculty members that the varsity will ensure that difficulties being faced by them with respect to academic and other issues due to change in content-delivery methods are addressed with utmost sensitivity and commitment . He also addressed that there is no problem which cannot be overcome with proper support and accessibility.

1. The Practice

The R.S.D. ACADEMY has alsoreleased modified academic calendarfor the 2019-2020 session. As per the new notification, the R.S.D. ACADEMY dispersed the online classes for the even semester on 1st of April 2020 due toCOVID-19lockdown.

1. Evidence of Success

- The Webinar has been conducted by the R.S.D. ACADEMY. In this, the College welcomed all the students and faculty members. The Webinar stressed on the importance of various issues raised during the discussion such as Children safety, children rights, vulnerability of children and uncertainty of the impact of Covid-19 and suggested to accept the everyday's changing environment and start learning to adjust in the new normal situation for children, parents and authorities and caregivers. The College also enlightened the participants about policy level issues and challenges such as Curriculum, modes of learning, ecosystem and emerging threats of mental health care of Children.
- The College also stressed upon the precautions to be taken by each every person during this pandemic, such as, wearing Masks, using Sanitizers, avoid going out of the home as much as possible, avoid gatherings, taking healthy diets and taking special care of their elders.
- The College also distributed the Masks to the needy people to spread awareness and to ensure the safety. R.S.D. Academy is doing at its level best to make the society aware of this pandemic and we are sure that such type of initiatives will definitely help the society.

1. Problems

- A basic problem occurred while hosting a webinar which is the network issue. However, the college resolved that soon.
- Another problem occurred was with the attendees as all the students did not join the program due to lack of information about the program.

1. Contact Details

- Name of the Principal: Dr. Anil Kumar
- Name of the institution: R. S. D. Academy
- City: Moradabad Pin code: 244001
- Accredited status: B++
- Validity Period: February 07,2024
- Work Phone(: 0591-2452442,6451443
- Website:
- http://www.rsdacademy.in/degreecollege/home.php
- E-mail*: rsdacademy@yahoo.co.in
- Mobile):9412429336

Best Practice: - II

Title of the practice

Conduction of Workshop on ICT Tools & Skills For Faculty

1. Goal

- A Workshop has been conducted by the R.S.D. ACADEMY to enable teachers become competent in innovatively employing the tools of technology to supplement their traditional teaching methods and thereby achieve enhanced student learning.
- Another aim of the Workshop is to improve the teaching resources available to the teachers and to promote sharing of resources between teachers.

1. The Context

We focused on the ways teachers would use ICT to enhance learning: i.e. research, communication, collaboration, innovative pedagogies and tools.

1. The Practice

R.S.D. Academy conducted a workshop on ICT Tools & Skills for the faculty to train them:

College has organized the peer based training. This ensured that teachers are trained in the context of their workplace. The participants gained the key fundamentals and principles of ICT integration in the curriculum.

1. Evidence of Success

- This Workshop provided teachers with many hands on opportunities to explore and discover basic components of a computer and fundamentals of Operating system; how to use the computer to write (using Ms Word), solve mathematical issues (using Ms excel, and create presentation(using Ms PowerPoint).
- Several PowerPoint presentations and promotional videos were shown to teachers. The teachers explored the content of the video, discussed and learnt a lot from the best practices of innovative teaching from across the world.

1. Problems

- The Workshop is very good but more time is needed for perfection purposes.
- Despite the internet problems, the teachers got a chance to practice what they had learnt e.g. editing profiles, uploading picture, joining communities and creating communities.

1. Contact Details

- Name of the Principal: Dr. Anil Kumar
- Name of the institution: R. S. D. Academy
- City: Moradabad Pin code: 244001
- Accredited status: B++
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- Work Phone(: 0591-2452442,6451443
- Website:
- http://www.rsdacademy.in/degreecollege/home.php
- E-mail*: rsdacademy@yahoo.co.in
- Mobile):9412429336

File Description	Documents
Best practices in the Institutional website	Nil
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 oraganises 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 development at the beginning of the session and copies of the latest syllabus are distributed to the allotted subject teacher. Schedule of work/ time table is prepared in the beginning of the session as per the curriculum prescribed by university. Then the college prepares its own academic calendar which includes the various activities like seminar, guest lectures, unit wise test, workshops etc.
- Developing personality and leadership skills in students so that they meet their professional demands of global era.
- Creating awareness program 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 contents of the curriculum effectively.
- The students are given training to use the ICT in the teaching- learning process.
- Prize distribution ceremonies are also organized by the institution for those students who have secured highest marks in external exam of university and participated in other co-curricular activities.
- Teachers are encouraged to use PPT and smart boards and 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's for effective delivery and transaction of the curriculum.
- Access to E-library is made available to teachers and students by subscribing to DELNET.
- The students are also encouraged to use internet in the computer tabs to have access to online reading material.

- The well-stocked library of the college has about 16012 books, 104journals, 26encyclopedias & 843dissertation and about 10 daily newspapers, the syllabus guidelines and previous years university question papers are also made available to students.
- Regular department wise meetings are organized to access 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 it's strategy to analyze the achievement of the 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 held by the college at which new extracts are appraised bythe systems of internal & external evaluation and also distribute the academic calendar to every students.
- As per university norms and government guidelines, institution has changed the date of practical swhich is already mentioned in academic calendar.
- Internal exam, viva-voce, special tests, projects and assignments is implemented by institution as per academic calendar.
- Mentor is alloted to every students in the begining of session. As per acdemic calendar, tutorial classes are organized for slow and adavnce learners.
- In this session, onilne classes have been conducted for completing the syllabus, solving the queiries andassignment is allotted to students through online mode.

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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 process of the affiliating University | **D. Any 1 of the above** |

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

03

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)	View File

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

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

0

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)	[View File](#)

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

0

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

1.3 - Curriculum Enrichment

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

The institution makes sincere efforts to integrate cross cutting issues such as

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

ICT etc. in to curriculum.

- **Seminars, debates , symposium and discussions are held to familiarize the students with the issues that affect their surroundings.**
- **To sensitize students about environment, saplings are planted with the help of NGOs, Youth clubs or NSS Volunteers. Lectures are also delivered to educate students about the importance of pure and unpolluted environment.**

- **The college subscribes to number of magazines, journals which help students know more about the pressing issues. Various rallies on burning issues are held.**
- **The college has set up an advanced computer laboratory with internet to promote computer literacy amongst students. The college subscribes to a good number e-journals, to develop technological skills of its students.**
- **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.	<u>View File</u>

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	<u>View File</u>
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	<u>View File</u>

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

80

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

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	<u>https://www.rsdacademy.in/degreecollege/feedcell/file/19346-2020-21.pdf</u>
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	**No File Uploaded**
URL for feedback report	**Nil**

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

245

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

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

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

163

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The college assess the needs of the students in terms of knowledge and skills. Following steps are taken in this regard.

- **The admission form contains the column giving the information about the student's interest in various co-curricular activities ,NSS, 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 class tests 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 where individual attention is paid to students.**
- **Talent search competition is organised and students are trained accordingly to participate in various**

competitions.

- Sports trials for various games like Judo, cricket, badminton, Kho-Kho, 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 that no students suffers. 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. 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. They are encouraged to think 'out of the box' in their projects and assignments.
- NSS units of the college, worked for women empowerment, problem of rural community, conversation of water etc. The students of NSS also visited orphanage, rehabilitation centre to help the needy person.
- Scouts - Guides , Rovers - Rangers camp were organized and participated in various social awareness programme and worked for upliftment of economically weaker sections.

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
291	90

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.
- Organising of skill development programmes.
- Organising seminars, workshops on academic and social issues.
- Provide research guidance.
- 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.

- That eating plants are prepared keeping in mind the intelligence question of the students that eating plant is made in a way that it facilitates teacher-student interaction and make the delivery of contents easy convenient and comprehensible.

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, sports and cultural activities.
- The college library subscribes to newspapers, journals, periodicals and magazines.

- **Reasoning and aptitude tests are conducted by the college for developing reflective thinking and scientific temper among the students.**
- **Students are assigned various duties during functions organised by different departments to develop a sense of belonging .**
- **The college organisers program like sustainable environment, health consciousness, save water, yoga meditation camps and havanyajnas's for the purification of mind, body and environment.**
- **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.**
- **College has entered into tie-ups with institutes like BSL (British School of language etc.) to improve communication and soft skills of the students.**
- **Seminars on burning topic organised. Experts are invited to share their views on such issues.**
- **Faculty is encouraged to hold talks/ seminars on relevant academic and social issues.**

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

90

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

92

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

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

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

07

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)	[View File](#)

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

2.4.3.1 - Total experience of full-time teachers

384

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

2.5 - Evaluation Process and Reforms

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

1.The college keeps records of projects /assignments related to internal assignments of each course for three years for any revaluation. It brings robust 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 programs.

3. Evaluated answer books of the unit test are given to the students to assess their progress and also to being discrepancies, if any, to the notice of teacher concerned and the Principal.

4. Our teacher go beyond the classroom to ensure that no students. 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 unit tests are returned to the students after revaluation 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 college management.

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.

The college has clearly stated learning outcomes .The college website and prospectus very clearly states the vision, mission and objectives of the institution. Staff and students are made aware of the aims and objectives of RSD Academy, Degree College through orientation program, seminars, assemblies, talks etc.

2. 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.

3. 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 .

4. 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.

5.The learning outcomes of the students is evaluated by assigning topics from time to time for presentation and class tests. This helps the students to know the subject and the students also 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.

2.6.2

All departments individually meet the head of the institution to analyse the annual results the college tables show the detail year wise passed performance, year wise overall passed performance, department wise overall passed performance.

Student year wise and department wise past performance:

Title of the program

Appeared

Passed

Pass %

B.B.A.

05

04

80%

B.C.A.

Nil

Nil

Nil

B.Com

19

19

100%

M.Com

16

16

100%

B.Ed

194

190

97.44%

M.Ed

62

62

100%

BTC

Nil

Nil

Nil

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

291

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
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/40893-naac-sss-20-21-(co.ed)-converted.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)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

0

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**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) To maintain ecosystem and be common to eco friendly eraour institution has proper set-up for water harvesting,so that rainwater can be preserved and reused for plantation and gardening.

5) As per initiative for creation our college invites suggestionand opinionwherever it is matter to launch and new creative things.

6) Our institution has a proper supplied of solar power plant whichsuper power to all different units in the institution.

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

04

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)	View File

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**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

o

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

3.3.3 - 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

01

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

3.4 - Extension Activities

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

Date Name of Activities Chief Guest Organizer 29/12/2021 Fitness Pogramme Mrs. Sangeets Chaudhari(Deputy Co-ordinator, NIOS), Mr. Abhishek Bishnoi(PTI, R.S.D. Academy) R.S.D Academy, Moradabad 10/01/2021 Lohri Celebration Mrs. Reena Singh(President, AIWC) R.S.D Academy, Moradabad 08/02/2021 NCC Camp Col. Rajesh Mishra(CO, 9UP Girls Batallion) NCC 10/02/2021 NCC Camp Inspection Brig. Venkatesh Sharma(CO, Bareilly Group) NCC 11/02/2021 NCC Camp Brig. Venkatesh Sharma(CO, Bareilly Group) 9UP Girls Batallion NCC 16/03/2021 5 Day Scout & Guide Camp Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) Dept. of Education(R.S.D. Academy) 16/03/2021 Poster Competetion during Scout & Guide Camp Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) Dept. of Education(R.S.D. Academy) 19/03/2021 Seminar on Water Conservation Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) R.S.D Academy, Moradabad 20/03/2021 Closing Ceremonyof Scout & Guide Camp Dr. Madhubala Tyagi(District Commissioner, Scout & Guide) Dept. of Education(R.S.D. Academy) 22/03/2021 Seminar on Water Conservation Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) R.S.D Academy, Moradabad 23/03/2021 Workshop on Water Conservation Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) R.S.D Academy, Moradabad 07/04/2021 Corona Vaccination Awareness Programme on World Health Day Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D.

Academy Group of Institutions) NSS(R.S.D. Academy, Moradabad) 15/04/2021 Ambedhkar Jyanti Celebration Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) R.S.D Academy, Moradabad 12/06/2021 Pledge by Staff for Vaccination Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) R.S.D Academy, Moradabad 22/06/2021 Onlline Poster & Slogan Competetion Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) R.S.D Academy, Moradabad 05/07/2021 Plantation on Forest Day Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) R.S.D Academy, Moradabad 07/07/2021 Poster Competetion on Kargil Vijay Diwas Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) 9UP Girls Batallion NCC 13/08/2021 Rotaract Youth Festival Mr. Hari Gupta(Mandaladhyaksh), Mr. Tushar Tyagi(Youth Film Director) R.S.D Academy, Moradabad 18/08/2021 Felicitation of NCC Cadets Dr. Vinod Kumar(Chairman, R.S.D. Academy Group of Institutions), Dr.(Mrs.) G.Kumar(Vice-Chairperson, R.S.D. Academy Group of Institutions) R.S.D Academy, Moradabad 22/09/2021 Celebrated Amrit Mahotsav(Freedom run) 9UP Girls Batallion NCC

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

04

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	View File
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

24

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)	View File

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

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

2173

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)	View File

3.5 - Collaboration

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

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

7

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	View File

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

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

03

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

1) The infrastructure policy of the college is driven by visualisation of future requirements of teachers, administrative staff and students particularly in advance.

2) The present focus of the college is to create physical infrastructure with latest information technology in mind so as to facilitate effective teaching and learning in the classroom.

3) 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.

4) An imposing 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.

5) Wi-Fi/ Internet facility is also provided to the stakeholders.

6)There are separate rooms for both girls and boys equipped with recreational facilities like games, magazines and newspapers etc .

7) The various Laboratories of the institution are ungraded from time to time to keep pace with the latest advancements that are taking place in the field of higher education.

8) The computer laboratory is well equipped with latest computers and software to enhance the knowledge of students .

9)A gym fitted with the latest equipment and machines and a yoga room is actively being run inside the campus to prepare a fleet of sportsman .

10) Old washrooms have given facelift and two new washrooms have been constructed . Water filters have been installed to provide fresh and pure water 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 act 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

NUMBER

BENEFITS

1)LECTURE HALL

7

Institution has spacious & well ventilated equipped with ultra modern facilities like LCD & OHP, comfortable seating, spacious rooms which can accommodate large number of students.

2)LIBRARY

1

Our library is fully enriched with all kinds of latest & update materials(books, journals, magazines, pocket books) required for better updating knowledge.

3)COMPUTER LAB -WIFI AND INTERNET FACILITIES

1

Instittution has well maintained computer lab updated with latest version of software including internet facility, along with wide doorway openings and clear fro aisles for wheelchair users.

4)TRANSPORTAION FACILITY

2

Institution has arranged a pick and drop transportation facility to students within a radius of about 10 kms from adjoining areas of the city of Moradabad. The college also maintains ambulance for medical emergencies.

5)GYMNASIUM

1

Collegehas a well equipped gymnasium with modern fitness equipment's for students and staff.

6)YOGA AND FITNESS CLASSES

Regular

College has established a yoga meditation center for students under the guidance of expert trainers from yogapeeth.

7)JUDO CLASSES

Twice

Instituion runs Judo programs which offer a safe and challenging environment in which each judoka can achieve his or her potential.

8)ART & CRAFT ROOM

1

We encourage and enhance the artistic knowledge and skills of students through Art & Craft classes under the guidance of field experts.

9)MEDICAL AID FACILITY

1

The college provides adequate first aid medical facilities to the students and staff at its parent hospital.

10)CAFETERIA

1

Our well maintained canteens in the campus provide students, staff and visitors a high quality and hygiene food.

11)INDUSTRIAL & EDUCATIONAL VISIT, FUN TOUR

Twice

Institution provides industrial visit with an objective of providing students practical knowledge regarding how to

manufacture the goods, the work on the assembly lines, how to maintain inventory, making students understand necessity of plant layout and location, functional opportunity etc.

12)SPORTS

REGULARLY

Sports and fitness is an integral part of the Institute which provides a network of facilities, inducing opportunities for sports participation at all levels, and provides a chance to its students to take part in a wide range of sports pursuits.

13)AUDITORIUM

1

The institute has well furnished and well equipped auditorium with modern audio visual aid.

14)CULTURAL & CO-CURRICULAR ACTIVITIES

EVENTS

Music and dance classes, in both modern and classical form, are organized for students keen on refining their creative potential under the guidance of eminent trainers.

15)HOSTEL

40

The hostel rooms are spacious, clean, and well maintained. The rooms are available on single occupancy basis as well as on sharing basis. To help the young minds focus on their studies, each room is furnished with beds, wardrobes, study tables, chairs and air-cooler. Solar heaters, Water puriffers and water coolere have been installed.

16)ROBOTICS LAB

1

Students need exposure from an early age to be able to feel comfortable working around machines as the world is inevitably

moving towards that future.

17)ICT Classes& Seminar

3

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

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)	<u>View File</u>

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)

487457

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	[View File](#)

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 cove up different activities like:- books issued, book taken back(Returned),classifying and including materials, rewards for different form of books like magazines, journals and newspaper, hoardings.**
- **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)	<u>View File</u>

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)

3993118.60

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)	<u>View File</u>

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

65

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:-

- **New software are added to meet the requirement of Curriculum.**
- **Wi-Fi hotspot are created.**
- **New and updation of software through Delnet.**
- **The college intends to train teachers in handling the computers and teach them how to make PPT's for their respective courses.**
- **Computer lab and Library are connected with internet.**
- **This facility is provided to both faculty and students. For the rest of campus, it is provided through Wi-Fi. Faculty and students can access resources through DELNET on and off campus. for the maintenance of campus.**
- **For the maintenance of computers and scientific instrument, the institute has annual maintenance with name 'COMUTECH' from Saharanpur .**
- **The data is updated on 30 /05/2021 and nature of linkages is Optical Fibre. Now institution has 5g speed.**

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)

1272343

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)	[View File](#)

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

The library has an Advisory Committee. Its composition is-

Chairperson, Principal, Librarian, All departments Head, Two senior faculty members

The 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 and newspapers.
3. DELNET connection is subscribed.
4. New magazines and journals are subscribed.
5. Old year question papers are made available to students.
6. To maintain discipline, the library staff keeps a watch on students and inculcates in them a strong reading habit by way of motivation.
7. A Xerox machine is kept in the library. Library staff assists students to get important pages of books /magazines Xeroxed.
8. There is an assistant professor in physical education, responsible for sports activities of our college and motivating the students toparticipate in games like cricket, volley ball, basketball, scating, badminton etc. are organized at intra andinter level.
9. Auditorium, seminar and classroom are utilized for the purpose of workshop, conference, seminar, cultural events at intra-inter level.
10. The college has a maintenance committee which looks after maintenance requirements and makes recommendations to college management.
11. The college has appointed several incharge both of teaching and non-teaching staff to look after the property of the institution.
12. Meeting of the incharge of various departments are held on regular basis and appropriate measures are adopted to safeguard the property of the institution.
13. Varoius camps of NSS, NCC(SW) & (JW) , Scout - Guide are conducted anplay ground 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

`90`

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)	<u>View File</u>

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

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

`0`

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

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)	View File

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

60

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

60

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**C. Any 2 of the above**

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

07

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)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

12

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	View File

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

government examinations)

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

09

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)	View File

5.3 - Student Participation and Activities

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

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

0

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)	View File

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

The college has an active student Council with a leader of students who plays an important role in handling and have

proper control on academic and administrative bodies as the college is having various committee is headed by the student and respective faculty which help them in organising the academic administrative bodies.

Various committee includes:-

1. Discipline committee- For proper maintenance of discipline in regular basis and in various program held time to time in the college.
2. Hospitality committee- RSTD is famous for its hospitality in various events held in the college and students can have proper arrangements.
3. Grievance Committee- In the college has a proper cell for handling any kind of dispute and the satisfaction of the students to any aspect of college.
4. Cultural Committee- Students council members also participates in cultural programmes like annual fest, talent hunt. These members help in selecting the applicants in co-curricular activities of RSD Academy.
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'sassociation 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, scout guide, Rovers and Rangers sports and various social activities include blood donation , eye donation, plantations ,girls 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)	View File

5.4 - Alumni Engagement

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

Alumni Association has been registered in our institution. It plays a very important role in contributing the institutional development through financial and non-financial means in several ways like in non financial terms all the current students they should get the benefit of the practical exposure, experience, thoughts & ideas of the alumni through guest lecture & interaction session time to time. On the other hand, through this alumni assciation get the information about each one if its students where they are placed, what they are doing & the old students namedalumni ; they get the chance to create 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 they are thr major source of internal recruitment so the college can place their ownproduct; theyare the source of employement. The amount generated by the alumni association is being used by the needy students in their fees. Them amount generated by the alumni association is being used for the upliftment of the current students in the college for their all round development. The amount generated by the alumni association is used by the college for the fees of the webinar & seminar. The amount generated by the alumni association is

used for the research work & this is how the alumni association is contributing significantly to the development of the institution through financial & non financial means during the last five years.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:-

The vision of our institution is "Be a lamp unto yourself" which states the motto of our institution to provide opportunity to individuals to enlighten the society with the lamp of knowledge and excellence.

Mission:-

" To provide an opportunity to the young generation for evolving their core competencies building up their careers and world class professional with broad based foundation in depth of knowledge and versatile personality to meet the challenges of global economy".

We have framed the following objectives to achieve our mission and actualize our vision.

Objectives of the institution:-

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 develop the student's hidden potential.
4. To provide equal opportunities in higher education for male and female students.
5. To inculcate human values in the students through the medium of education.
6. To evolve the feeling of Patriotism and universal brotherhood to build up ideal citizens.
7. To develop social, economic, political and psychological consciousness/awareness among the students.
8. To awaken sense of responsibility and accountability towards the nation.
9. To ascertain and educational system in order to fulfil the target of education and to impart vocational and professional education.
10. 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.

The mission, vision and objectives of the institution are conveyed to the students and the staff through various channels.

At the beginning of the academic session, the student and the newly appointed staffare inducted to the various activities/programs immediately after the joining of the institution.

The mission, vision and objectives are published in the regularly printed college prospectus. These are elaborated by the head of the institution on all important functions like seminars, workshops, prize distribution function, alumni meet, annual fest etc.

Nature of Governance:- The Managing committee of college is constituted as per University /UGC AICTE norms. This is the central body of the college. Regular meetings of the Management with Principal and Faculty members are held wherein plans are chalked out for the formulation of policies and their implementation to make governance and management effective and result oriented. The Principal makes sincere efforts to implement the policy of UGC /affiliating University.

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

The action plan is formulated after having consultations with all the stakeholders.

The Principal holds meetings with the staff both teaching and non-teaching to formulate action plans and their implementation. He holds meetings with various committees that include

Academic, Anti-ragging, Library to formulate plants and implement them effectively.

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 organisational structure is presented in attached file.

The Institutions commits itself to have a combination of working in both the format i.e. formal and informal. The employer and 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.

During this year, it had been noticed by the management that the number of admissions in different courses were reducing rapidly due to pandemic. Students who have taken admission in regular courses also they are not ready to be regular. The strength is getting less day by day and employees turnover has also reduced due to covid -19.

To overcome this problem institution frame the joint committee of teachers, students and few members from management. Regular meetings were conducted and various issues were discussed . Decentralisation 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 the different institution is also a point of discussion in the regular meetings.
- The committee also decided that fee would not be increased and huge relaxation in fee was provided in this year.
- 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 it and over also in this promotion policy was examined and accessed. 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 processed 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

The Institution's commitment to quality policy is reflected in the working of the following committees:-

- Admission committee ensures that all University norms are compiled with and 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.
- Completion of courses and analysis of results is also done by various departments.
- The college believes in quality in all academic and administrative aspects despite same infrastructural constraints that teaching and non-teaching the staff is conscious of their responsibility towards the most important is stakeholder i.e. the students. As quality is an evolving construct, conscious efforts towards the incremental improvements in teaching and administrative services are like a work in process at the college. The college website remains updated and it keeps the students, faculty and other stakeholder aware about all important notices, circulars and attendance matters.
- The college has an IQAC to ensured academic and administrative excellence.
- The students performance is reviewed after every exam and needful is done wherever required.
- Special attention is given to high achievers as well as low performance by arranging extra and tutorial classes through online & offline as per government guidelines.
- The faculty is motivated to attend seminar, talks and conferences to update their skills of knowledge so that the students are also benefited by them.
- After taking feedback from various resources, the head of the institution holds meetings with the members of the staff to discuss various plants to be executed for the overall growth of the institution. The proposals given by faculty in Academic Staff Council meetings are studied and genuine proposal out of the set of proposals put forth by faculty are gladly accepted and executed. University curriculum, schemes of UGC and instructions from Ministry of Higher Education are thoroughly studied and proposals are prepared by teachers under the leadership of the Principal. 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 studying their own entrepreneur ventures.

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.

The effective monitoring system with in which all operational units have the required autonomy for decision making in their respective domains, where is committees are appointed which are responsible for decision making and actions in specified areas. Similarly individual faculty member are also give the responsibility to act as coordinator of specified activities such as NSS, Scout & Guide, Rovers and Rangers and maintaining the college website. Individual faculty members are also appointed for carrying out specify statutory function such as those of being Deputy Superintendent of exam, internal governance committee, staff council. The Academic development committee includes all teacher in charges as ex officer members serves as a body responsible for deliberations on all academic matters.

Recruitment method:-

1. Convenience of the staff is taken of without compromising with quality of work. Human touch always remains prime while interacting with members of staff as well as students.
2. Institutional practices both the form of management that is external and internal sources of recruitment.
3. Recruitment sources opted to invite the applicant for job which are external to institution are publishing ad in newspaper 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.

Service Rules and Organisational Structure:- It is presented in

additional information .

Grievance Redressal Mechanism:-

1)The college has a robust mechanism to ensure that grievances/ complaints are promptly attended to and resolved effectively.

2) The grievance redressal committee address individual grievance of staff and students. The Principal frequently gives counseling to the students to address their concerns and apprehensions. The Principal keeps interacting with the faculty to understand and address their issues.

3) The anti-ragging committee takes its responsibilities very seriously and is vigilant throughout the year and especially at the beginning of the session.

4) The discipline committee for students take prompt action as soon as any complain relating to student behaviour is reported to it.

5) 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)	View File

6.3 - Faculty Empowerment Strategies

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

Variousis welfare schemes adopted by the college has stated as:-

- **Provident fund is deducted 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**
- **Feeconcession is granted to the ward of the employees**
- **Free books from the book bank of the library are given to the employees.**
- **Maternity leave is granted as per rules.**
- **Medical, casual, privilege and compensatory leave are granted as per rules.**
- **Sponsorship to attend the various workshop and seminar**
- **Zero interest loan scheme to purchase laptops /computer**
- **Award and recognition for paper writing case study AC etc.**

-

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)	View File

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

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

06

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)	View File

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

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

07

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)	View File

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 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 fills the feedback reports for every faculty members. 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 performance appraisal report is reviewed by the head of the institution. The outcome of this review is always encouraging as it gives an opportunity to faculty to enhance their strengths and to overcome their loopholes /weaknesses. This has a direct bearing on the performance of a faculty and academic and extra curricular achievements of our students. The review is communicated through notices. The achievement of faculty is appreciated by way of issuing letters of appreciation to them or 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 too. It helps to ensure the things to be on right manner. Institution includes the conduct of internal and external audit of the college. The task is done by the coordination of our CA (Mr Sunil Kumar Agarwal) who act as our external auditors link with AS & Company, to check and reconcile and verify our accounts. Last audit was done for the session 2020-21. 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)	[View File](#)

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. Every conduct includes the participation of both in equal manner. Strategies for mobilization of funds are widely used in achieving the main objective of Institution i.e. to serve education. The institution utilizes the physical and financial resources in best appropriate manner.

The funds available within the institution are utilised to the best extend. There are the major sector for the investment of funds and utilisation of resources. The funds are usually invested in following areas:-

1. **Library maintenance and covering up all updates(software and database)**
2. **Conducting cultural events like Social awareness programs, blood donation camp, free health check up and in the celebration of all national festivals.**
3. **Institutional also focus on providing the best to the students by conducting seminar and workshop for the different courses.**
4. **Educational tours which are conducted in every session to provide practical knowledge to the students to make the staff more effective and efficient. But in this session, tour was not organized due to pandemic.**
5. **To make the staff more effective and efficient; motivational seminars are conducted for them for external resource person .**
6. **Financial support to faculty members who wants to attend FDPs /Seminar and short- term courses to enhance their knowledge and skills in their respective area.**
7. **Funds are also invested to maintain computer labs.**
8. **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.

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 has established an IQAC. The college is firmly committed to the objective 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) IQ AC has 2 external members. He is expected to contribute significantly in the time to come.

4) 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. This feedback is expected to play a major role in reviewing the progress made and bring about further quality improvements. Students also have the opportunity to send their suggestions to the IQAC suggestion box and feedback form available in the college.

5) Six faculty members are the key constituents of the IQAC decision-making process whose feedback is taken and analysed before taking any major decisions. The minutes of IQAC meetings are widely circulated among the stakeholders to elicit their comments and suggestions. 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.**
- **From time to time, the administrative staff undergoes the required training.**
- **Interactive sessions are held where in staff is updated about various rules and regulations.**
- **The time table meetings pertaining to the workload and paper allocation starts well in advance of the next 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 Psrincipal 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)	D. Any 1 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)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Our college is having a very positive approach towards the encouragement of gender equity. There is no such type of discrimination in between the employee regarding gender.

- **The college facilities are same for all.**
- **The college conducts the seminar, webinar on "Women empowerment."**
- **The college conducts the guest lecture by female S.I & Police to make aware about the helpline number provided**

- by the government for the safety of ladies 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	[View File](#)
Any other relevant information	**No File Uploaded**

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

Solid 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 get recycled for further usage and helps in cleaning the campus.

Liquid Waste Management

The College is very much particular about the waste management and is keenly interested in making the campus neat and clean so far all the 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.

E-Waste Management

The college is fully equipped with all kinds of latest technology including computer lab in different departments and those computers and other equipment are well managed and their waste is also get properly processed from time to time and the equipment get recycled for further use.

Hazardous chemical waste management

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 and will not responsible for any kind of solution..

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	**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**	**C. Any 2 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<u>View File</u>
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	**E. None 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	**A. Any 4 or all of the above**

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

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
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 transparent environment in the organisation as employees are treated equally despite of their relegion,caste & colour. 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 awarenes 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 : 'Intyegrity-a way of life' etc. The employees have good interpersonal relationship in the organisation the colleges 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 acctively involved in building the harmonical environment in & outside the organisation.

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 the corrective awareness programmes to make aware about the safety measures against this pandemic COVID-19.

Distribution of masks & sanitizers is also being conducted in several NSS & NCC Camp time to time in the seminar to make aware about the pandemic 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	A. All of the above

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

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

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.

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: - I

Title of the practice

Conduct the Social Awareness Program on Corona Virus: A Practical update: Prepare, Manage & Prevent".

1. Goal

The aim of organizing the webinar was to spread awareness among students regarding the current pandemic i.e., Corona Virus. The objective of the webinar was to help them deal with the problems they are facing due to the nationwide lockdown to restrict the spread of corona virus. The webinar was attended by nearly 150 students and faculty members of the institution. Along with discussions on issuesand challenges, the webinar focused onsolutions faced by them during theCOVID-19pandemic.

1. The Context

The College said that it plans to prepare a policy document concerning the interventions required for the students on the webinar. The principal assured the students and the faculty members that the varsity will ensure that difficulties being faced by them with respect to academic and other issues due to change in content-delivery methods are addressed with utmost sensitivity and commitment . He also addressed that there is no problem which cannot be overcome with proper support and accessibility.

1. The Practice

The R.S.D. ACADEMY has alsoreleased modified academic calendarfor the 2019-2020 session. As per the new notification, the R.S.D. ACADEMY dispersed the online classes for the even semester on 1st of April 2020 due toCOVID-19lockdown.

1. Evidence of Success

- The Webinar has been conducted by the R.S.D. ACADEMY. In this, the College welcomed all the students and faculty members. The Webinar stressed on the importance of various issues raised during the discussion such as Children safety, children rights, vulnerability of children and uncertainty of the impact of Covid-19 and suggested to accept the everyday's changing environment and start learning to adjust in the new normal situation for children, parents and authorities and caregivers. The College also enlightened the participants about policy level issues and challenges such as Curriculum, modes of learning, ecosystem and emerging threats of mental health care of Children.
- The College also stressed upon the precautions to be taken by each every person during this pandemic, such as, wearing Masks, using Sanitizers, avoid going out of the home as much as possible, avoid gatherings, taking healthy diets and taking special care of their elders.
- The College also distributed the Masks to the needy people to spread awareness and to ensure the safety. R.S.D. Academy is doing at its level best to make the society aware of this pandemic and we are sure that such type of initiatives will definitely help the society.

1. Problems

- A basic problem occurred while hosting a webinar which is the network issue. However, the college resolved that soon.
- Another problem occurred was with the attendees as all the students did not join the program due to lack of information about the program.

1. Contact Details

- Name of the Principal: Dr. Anil Kumar

- Name of the institution: R. S. D. Academy
- City: Moradabad Pin code: 244001
- Accredited status: B++
- Validity Period: February 07,2024
- Work Phone(: 0591-2452442,6451443
- Website:
- http://www.rsdacademy.in/degreecollege/home.php
- E-mail*: rsdacademy@yahoo.co.in
- Mobile):9412429336

Best Practice: - II

Title of the practice

Conduction of Workshop on ICT Tools & Skills For Faculty

1. Goal

- A Workshop has been conducted by the R.S.D. ACADEMY to enable teachers become competent in innovatively employing the tools of technology to supplement their traditional teaching methods and thereby achieve enhanced student learning.
- Another aim of the Workshop is to improve the teaching resources available to the teachers and to promote sharing of resources between teachers.

1. The Context

We focused on the ways teachers would use ICT to enhance learning: i.e. research, communication, collaboration, innovative pedagogies and tools.

1. The Practice

R.S.D. Academy conducted a workshop on ICT Tools & Skills for the faculty to train them:

College has organized the peer based training. This ensured that teachers are trained in the context of their workplace. The participants gained the key fundamentals and principles of

ICT integration in the curriculum.

1. Evidence of Success

- This Workshop provided teachers with many hands on opportunities to explore and discover basic components of a computer and fundamentals of Operating system; how to use the computer to write (using Ms Word), solve mathematical issues (using Ms excel, and create presentation(using Ms PowerPoint).
- Several PowerPoint presentations and promotional videos were shown to teachers. The teachers explored the content of the video, discussed and learnt a lot from the best practices of innovative teaching from across the world.

1. Problems

- The Workshop is very good but more time is needed for perfection purposes.
- Despite the internet problems, the teachers got a chance to practice what they had learnt e.g. editing profiles, uploading picture, joining communities and creating communities.

1. Contact Details

- Name of the Principal: Dr. Anil Kumar
- Name of the institution: R. S. D. Academy
- City: Moradabad Pin code: 244001
- Accredited status: B++
- Validity Period: February 07,2024
- Work Phone(: 0591-2452442,6451443
- Website:
- http://www.rsdacademy.in/degreecollege/home.php
- E-mail*: rsdacademy@yahoo.co.in
- Mobile):9412429336

File Description	Documents
Best practices in the Institutional website	Nil
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 oraganises 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 mode.
2. To motivate the students toget the certificatesfrome-learning courseslike mooc's, nptel, swayam etc.
3. To conduct the national seminar and workshop.
4. To organize theguidance and counselingsession twice in a week.
5. To encourgae the NCC cadets for participating in RDC camp,Trekking Camp, Youth Exchange Programme.