



Yearly Status Report - 2019-2020

Part A

Data of the Institution

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| Part A | |
| Data of the Institution | |
| 1. Name of the Institution | RAJ NARAIN COLLEGE |
| Name of the head of the Institution | Dr. Vibhash Kumar Yadav |
| Designation | Principal |
| Does the Institution function from own campus | Yes |
| Phone no/Alternate Phone no. | 06224265512 |
| Mobile no. | 9430934723 |
| Registered Email | rncollegehajipur@rediffmail.com |
| Alternate Email | rncollegehajipur2@gmail.com |
| Address | Raj Narain College At Chauhatta, Hajipur, Vaishali, Bihar-844101 |
| City/Town | Hajipur |
| State/UT | Bihar |
| Pincode | 844101 |

| 2. Institutional Status | | | | | | | | | | | | | | | | | | | |
|---|-------------------|---------------------------------------|---|-------------|-------------|---|-------|------|---|-----------------|---------------------------------------|--|-------------------|-----|---|------|------|-------------|-------------|
| Affiliated / Constituent | | | Constituent | | | | | | | | | | | | | | | | |
| Type of Institution | | | Co-education | | | | | | | | | | | | | | | | |
| Location | | | Semi-urban | | | | | | | | | | | | | | | | |
| Financial Status | | | state | | | | | | | | | | | | | | | | |
| Name of the IQAC co-ordinator/Director | | | Dr. Ravi Kumar Sinha | | | | | | | | | | | | | | | | |
| Phone no/Alternate Phone no. | | | 06224265512 | | | | | | | | | | | | | | | | |
| Mobile no. | | | 9608202552 | | | | | | | | | | | | | | | | |
| Registered Email | | | raviksinha2@gmail.com | | | | | | | | | | | | | | | | |
| Alternate Email | | | raviksinha2@gmail.com | | | | | | | | | | | | | | | | |
| 3. Website Address | | | | | | | | | | | | | | | | | | | |
| Web-link of the AQAR: (Previous Academic Year) | | | http://www.rncollegehajipur.in | | | | | | | | | | | | | | | | |
| 4. Whether Academic Calendar prepared during the year | | | Yes | | | | | | | | | | | | | | | | |
| if yes, whether it is uploaded in the institutional website: Weblink : | | | http://www.rncollegehajipur.in/admin/production/images/7.IQAC%20calender.PDF | | | | | | | | | | | | | | | | |
| 5. Accrediation Details | | | | | | | | | | | | | | | | | | | |
| <table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.57</td> <td>2015</td> <td>15-Mar-2015</td> <td>14-Mar-2020</td> </tr> </tbody> </table> | | | | | | Cycle | Grade | CGPA | Year of Accrediation | Validity | | Period From | Period To | 1 | B | 2.57 | 2015 | 15-Mar-2015 | 14-Mar-2020 |
| Cycle | Grade | CGPA | Year of Accrediation | Validity | | | | | | | | | | | | | | | |
| | | | | Period From | Period To | | | | | | | | | | | | | | |
| 1 | B | 2.57 | 2015 | 15-Mar-2015 | 14-Mar-2020 | | | | | | | | | | | | | | |
| 6. Date of Establishment of IQAC | | | 02-Jul-2019 | | | | | | | | | | | | | | | | |
| 7. Internal Quality Assurance System | | | | | | | | | | | | | | | | | | | |
| <table border="1"> <thead> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> </thead> <tbody> <tr> <td>Seminar on Reading as a Woman: Feminism in India</td> <td>12-Jul-2019 01</td> <td>157</td> </tr> </tbody> </table> | | | | | | Quality initiatives by IQAC during the year for promoting quality culture | | | Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries | Seminar on Reading as a Woman: Feminism in India | 12-Jul-2019 01 | 157 | | | | | |
| Quality initiatives by IQAC during the year for promoting quality culture | | | | | | | | | | | | | | | | | | | |
| Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries | | | | | | | | | | | | | | | | | |
| Seminar on Reading as a Woman: Feminism in India | 12-Jul-2019 01 | 157 | | | | | | | | | | | | | | | | | |

| | | |
|---|-------------------|-----|
| Seminar on (Zoology) Water Sanitation & Conservation | 22-Jul-2019 01 | 110 |
| Seminar on PremchandkiKahaniyan | 22-Jul-2019 01 | 190 |
| Workshop on Activation & Resulting Benefits of e- Library | 29-Jul-2019 01 | 66 |
| College Foundation Day | 01-Aug-2019 01 | 670 |
| Van Mahotsava | 14-Aug-2019 01 | 170 |
| Independence Day | 15-Aug-2019 01 | 980 |
| Teachers Day- 2019 | 05-Sep-2019 01 | 255 |
| Seminar on Gandhi and World Peace | 02-Oct-2019 01 | 129 |
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|-----------------------------------|--------|----------------|-----------------------------|--------|
| No Data Entered/Not Applicable!!! | | | | |
| No Files Uploaded !!! | | | | |

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

1.Procuring the facility of eLibrary on the Campus for students, researchers and faculties. This not only helped tide over the scarcity of funds for purchase of books journals, but also facilitated easy and quick access to quality study and research materials.

2.As part of 'outreach programme' (Best Practices), Community Children's Library' has been revived, with procurement of interesting values-based story books (200 approx) out of funds raised voluntary contributions by the faculties. About hundred children from the nearby areas are the regular visitors.

3.Multi- pronged initiatives for a 'Green Campus' through 'Ground Water Recharge System', 'Solar Panels', Plantation, 'Green Audit', ensuring simultaneously active participation of specially Postgraduate students in such initiatives as part of requirement of their courses (AECC-1 &2, AEC-1).

4.Implementation of transparent and structured format of 'Continuous Internal Assessment' for all Postgraduate students in all compulsory courses/ Papers.

5.In the wake of nationwide lockdown due to Covid-19 pandemic, quick and sensitive planning was implemented to commence online teaching and to prepare e-Contents and upload them on College Website for the benefits of students.

[View File](#)

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

| Plan of Action | Achivements/Outcomes |
|---------------------------|----------------------|
| Plan uploaded | Achievement Uploaded |
| View File | |

14. Whether AQAR was placed before statutory body ?

No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

23-Mar-2020

17. Does the Institution have Management Information System ?

Yes

| | |
|---|--|
| <p>If yes, give a brief description and a list of modules currently operational (maximum 500 words)</p> | <p>College level UMIS exists where data are collected over Internet. The modules which are currently operational are: 1. Online Entrance Examination Form - The admission process in the College is done on the performance of applicants in entrance examinations conducted online. 2. Online challan and payment - The payment for the application form is done through online bank transaction. 3. Admission list generation - On the basis of performance of students, merit list for the different programmes are prepared and displayed on college website. 4. Online admission system - Admission process is carried out online with maintenance of a complete data base. 5. Challan for fee generation - Programme wise fee table generation for different programmes. Fee structure tables are uploaded on college website. 6. Course wise different fee table generation At the time of admission, the fees submission system is fully automated through online bank transfers. 7. Reports on admission For every academic session, reports on admissions are prepared and maintained. 8. Reports on payment received - Payment details are reported and documented. 9. University payment reports - Reports are maintained regarding the payment done to the parent university. 10. Routine Management System - The daily time table for the theory, practical and tutorial classes is methodically maintained. 11. Examination Management System - From the announcement of mid Sem./ End Sem. examination dates to the detailed time table are communicated through SMS. 12 Evaluation and Result Management system results are announced through the University Website.</p> |
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Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

For effective implementation of the curriculum, updated syllabi are procured and made available to all the Departments and to members of the faculties at the beginning of each academic session for both UG and PG classes, which is followed by provision of Theory and Practical classes in the Master Routine of the College. The Syllabus is duly allocated amongst the teachers and displayed

on the Notice board in the Departments. Additional and/or supplementary classes are arranged to compensate the loss of teaching days occurring due to heavy University examinations in the College campus and other unavoidable circumstances. The newly constituted Academic Council of the College has been entrusted with the task of devising and suggesting 'action-plans' for effective implementation of the curriculum. The Feedbacks received from different stakeholders are also incorporated in the process of framing effective and sensitive mechanism for curriculum delivery and documentation.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entrepreneurship | Skill Development |
|------------------------------------|-----------------|-----------------------|----------|--|-------------------|
| No Data Entered/Not Applicable !!! | | | | | |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|----------------------------------|--------------------------|---|
| MA | English | 02/07/2019 |
| MA | Hindi | 02/07/2019 |
| MA | Economics | 02/07/2019 |
| MA | History | 02/07/2019 |
| MA | Philosophy | 02/07/2019 |
| MA | Political Science | 02/07/2019 |
| MA | Urdu | 02/07/2019 |
| MA | psychology | 02/07/2019 |
| MA | mathematics | 02/07/2019 |
| MSc | Chemistry | 02/07/2019 |
| MSc | Physics | 02/07/2019 |
| MSc | Botany | 02/07/2019 |
| MSc | Zoology | 02/07/2019 |
| BBA | Management | 02/07/2014 |

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

| | Certificate | Diploma Course |
|------------------------------------|-------------|----------------|
| No Data Entered/Not Applicable !!! | | |

1.3 – Curriculum Enrichment

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

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|---------------------|----------------------|-----------------------------|
|---------------------|----------------------|-----------------------------|

| | | |
|---|------------|------|
| AECC1 Environmental Sustainability 3 credit | 02/07/2019 | 1005 |
| AECC1 Swachchha Bharat Abhiyan Activities 2 credit | 02/07/2019 | 1005 |
| AEC1 Yoga studies | 02/07/2019 | 1005 |
| AEC1 Computers and IT Skills | 02/07/2019 | 1005 |
| AEC1 Life Skills and Skill Development | 02/07/2019 | 1005 |
| AECC2 Human Values and professional Ethics 3 credit | 02/07/2019 | 1005 |
| AECC2 Gender Sensitization 2 credit | 02/07/2019 | 1005 |
| AECC2 Local Government | 02/07/2019 | 1005 |
| AECC2 Human Rights | 02/07/2019 | 1005 |
| No file uploaded. | | |

1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|-------------------------|--|---|
| BBA | MIS and marketing | 26 |
| BSc | (Bio-tech) Internship training in Mahaveer Cancel Sansthan Patna | 14 |
| No file uploaded. | | |

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| | |
|-----------|-----|
| Students | Yes |
| Teachers | Yes |
| Employers | No |
| Alumni | Yes |
| Parents | Yes |

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

| Feedback Obtained |
|---|
| <p>feedback is collected from all stakeholders and analyzed for the reviewing quality policy. The college administration ensures professional development of the employees by providing training to faculty and staff by experts in various fields. The College has a system of receiving feedback from students, the alumni, guest faculty, resource persons, experts from industries, the parents and the government officials. These inputs are looked into while revamping the curriculum wherever possible. By means of a feedback mechanism, the teacher is made aware of the drawbacks he/she has to rectify in order to step up his/her capability as a teacher. Feedback from former students has led the College to invite some important Alumni for guest lectures on various topics. Each</p> |

department conducts such activities to improve the knowledge of students. Parents have encouraged the College to carry on with some of the programmes that we conduct in the College, and the show cause notice we give to parents when their wards run short of attendance is appreciated. Suggestions from students and parents are always welcomed and incorporated into wherever possible. Raj Narain College has always obtained feedback on the curricula and on teachers and infrastructure every year. Our faculty members who are in various bodies of the College/ university especially, connected with the framing of the curriculum make significant and meaningful contributions. In the process, the faculty members take into account the views and interests of the various stakeholders connected with University education, namely, students and their parents, faculty and the society, the alumnae and the Alumni. At the parent teacher meetings, parents express their concern about the education provided by the institution. Our faculty members take into account their valid opinions and places them before the curriculum framing deliberation sessions. The Department of BCA has developed a structured format in order to collect feedback on various curricular aspects from our students and the same is implemented as far as practicable in some departments. It was decided to implement it for the entire college, but as a result of covid-19 pandemic it could not be done. Once normalcy returns it will be adopted in all the department

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|---------------------------|--------------------------|---------------------------|--------------------------------|-------------------|
| BA | Urdu Hons | 154 | 31 | 26 |
| BA | Hindi Hons | 80 | 103 | 80 |
| BA | History Hons | 420 | 466 | 388 |
| BA | Economics Hons | 96 | 140 | 96 |
| BA | English Hons | 96 | 150 | 92 |
| BA | Psychology Hons | 166 | 204 | 166 |
| BA | Political Science Hons | 250 | 314 | 246 |
| BA | Philosophy Hons | 154 | 152 | 149 |
| BA | Sanskrit Hons | 154 | 15 | 12 |
| BA | Music Hons | 100 | 8 | 4 |
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2.2 – Catering to Student Diversity

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

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| | | | | | |

| | | | | | |
|------|------|-----|-----|-----|----|
| 2019 | 3229 | 533 | Nil | Nil | 42 |
|------|------|-----|-----|-----|----|

2.3 – Teaching - Learning Process

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

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Number of smart classrooms | E-resources and techniques used |
|----------------------------|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 100 | 100 | 120 | 2 | 2 | 3 |
| No file uploaded. | | | | | |
| No file uploaded. | | | | | |

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

Raj Narain College, Hajipur has introduced on moderate scale a Students Mentoring System in view of its vital significance for ensuring the holistic academic growth of differently-abled and slow-learners 1. The Students Mentoring Support and Service System has experienced, committed and sensitive faculties, who provide the students with need based practical, timely, customized and objective information, service and advice. 2. Other support, for example, Course specific advice, is given by members of faculties in the concerned Department. A sensitive Mentoring system is functional in all the Departments. Each student is assigned with a mentor from his/her Parent Department. Despite acute dearth of faculties, very teacher gets a group of students as her/his mentees. The mentor maintains the mentee details in a format. The mentor conducts individual mentoring sessions and provides effective counseling to the mentee regarding various issues pertaining to his/her studies, career decisions, future planning, interpersonal behaviour, personality development, family issues, health issues, and so on. Records of the mentoring sessions, advice given and follow-ups are documented. 3. A Psychological Counseling Centre is functional in the Dept. of Psychology. The teachers in the Department of Psychology are available to offer personal and psychosocial counseling. Professional Counsellor. 4. There is a Career Guidance Cell in the College which provides valuable advice to the students to realize their positive academic strength . It helps them to learn the art of self awareness, decision making skills, planning skills and personality development techniques. The guidance provided relates to the following Career Development: (i) Special guidance sessions or tutorials led by faculties from different Departments in select fields. (ii) Advising the students to take up jobs that might be most advantageous for them in view of their unique personality traits. (iii) Felicitation, Prizes, etc. The mentor system has been introduced after the 1st Cycle of NAAC Accreditation in 2014. Each student avails of the mentor facility. The mentors keeps a track of the progress of the students entrusted to them and are also aware of the background and situation of the students. Thus, he/she mentors the student either when the student comes to them for help or when they feel the student needs it.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|--|-----------------------------|-----------------------|
| 3762 | 42 | 1:90 |

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 71 | 40 | 31 | 0 | 35 |

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

| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|------------------------------------|---|-------------|--|
| No Data Entered/Not Applicable !!! | | | |

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2.5 – Evaluation Process and Reforms

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

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|------------------------------------|----------------|----------------|--|---|
| No Data Entered/Not Applicable !!! | | | | |
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

All the Heads of Postgraduate Departments are directed hereby to ensure the implementation of the following guidelines and structured Format which have been framed in the light of provisions of the Statutes for CBCS for Postgraduate Courses Programmes as approved by the Honble Chancellor, Universities of Bihar. Name: Continuous Internal Assessment (CIA) of Performance under Semester System for Postgraduate students: 1.1 The performance of a student in each paper will be assessed on the basis of a Continuous Internal Assessment (CIA) of 30 marks, besides an End of Semester Examination (ESE) consisting of 70 marks. 1.2 The components of C.I.A. shall be as follows: I. Two mid-semester written tests of one hour duration each - 15 Marks II. Seminar/Quiz. - 05 Marks III. Assignment. -05 Marks IV. Punctuality and conduct - 05 Marks Total. - 30 Marks 1.3 All admitted students shall be assessed on the basis of a continuous Internal Assessment (CIA) of 50 marks and the End The performance of a student in the elective papers AECC-1 AECC-2, and AEC-1 in each semester will be assessed as per following format addressing the issues of: i. Skill Development, ii. Human Values, iii. Sustainability and Swachchha Bharat Abhiyan Activities, iii. Professional Ethics, iv. Gender Sensitizationis. Environment v Cpmputer and I.T. skills 1.4 The components of C.I.A. in these papers shall be as follows: I. One mid-semester written tests of one hour duration each: -10 Marks (ii) Seminar/Quiz: - 10 Marks III. Assignment: -15 Marks IV Discharge of Social Responsibility Community Services (report to be submitted): - 15 Marks Total. -50 Marks 1.5. The concerned Head/ senior Faculty of the concerned Postgraduate Department as well as the Faculty of the Course/ Paper shall be responsible for conducting the mid-semester tests and other components of the CIA. The evaluation of laboratory paper and field work, wherever applicable will also be based on CIA and an end-semester practical examination. 1.6 All such examinations shall be conducted as per the provisions of statutes for CBCS Postgraduate examination, as approved by Hon'ble Chancellor, Universities of Bihar. 1.7. Only those students who secure minimum qualifying marks of 45 in each Paper in the CIA shall be allowed to fill up the End Semester Examination form. 1.8. The marks of CIA in each paper be submitted by the Department along with the End semester Examination form failing which the student may not be issued admit card for the examination. 1.9. The above structured Format of Continuous Internal Assessment is intended to assess and evaluate students from diversified perspectives on skill based learning outcome. This will also make the process of learning an enriching experience.

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

S.No Activities Proposed Week/ Month 01 IQAC Meeting-I - Allocation of Criterion to Incharges Submission of calendar (2019-20) and its approval . 1st week of July-2019 02 Establishment of Student Quality Assurance Cell 2nd Week

of July -2019 03 Seminars "Reading as Women" Seminar (Zoology Dept.) Seminar (Hindi Dept.) 3rd week of July 20/07/2019 22/07/2019 04 Seminar / Viva Voce as C.I.A. for PG Students Last week of July-2019 05 College Foundation day 1, Aug., 2019 06 Van Mahotsava 2nd week of Aug-19 14.08.2019 07 PG CIA 3RD Week of Aug 2019 08 IQAC Meeting-II Preparation and evaluate AQAR2019-20 1st week of Aug-2019 09 Departmental Presentation by HoD -I 2nd week of Aug-2019 10 Student Induction Program 4th week of Aug-2019 11 Teachers day Celebration (Each Dept.) 5th Sept 2019 12 Student Satisfaction Survey for Mentor Progress 2019-20 2nd week of Sept- 2019 13 Feedback of Teachers and Alumni (at the department Level) 3rd week of Sept -2019 14 Submission of AQAR 2018-19 3rd Week of Sept. -2019 15 AECC-1/2, AEC-1 (Meeting) 3rd week of Sept-2019 16 Written Internal Test AS C.I.A. For PG Sem II 4th Week of Sept. 2019 17 National Conference (Science) 2nd Week of Oct-2019 18 Tarang -Preparation (Cultural) 3rd Week of Oct-2019 19 Analysis of Feedback (Previous Year) 3rd week of Oct -2019 20 Departmental Presentation by HoD -II 3rd week of Oct -2019 21 Seminars 2nd week of Nov, 2019 22 Meeting for Conducting Univ. Exam. 4th week of Nov -2019 23 Swachha Bharat Abhiyan on Campus/ Written Test For AECC I for PG 1st Week of Dec. 2019 24 Departmental Presentation by HoD -III 2nd week of Dec -2019 25 IQAC Meeting -III 3rd week of Dec-2019 26 Makar Sankranti Get-together 2nd Week of Jan. 2020 27 Human Chain-Jal Jeevan Hariyali 3rd week of Jan 2020 28 Cultural Programme 4th Week of Jan 2020 29 Work Shop On UGC-NET 1st week of Feb-2020 30 Science Day Celebration 4th Week of Feb 2020 31 Solar Energy Conservation 1st Week of March -2020 32 Green Audit, Energy Audit etc. 2nd Week of March -2020

Wide lockdown declared due to Covid 19 Pandemic Schedule of new Activity Chalked out 01 Meeting : Covid -19 Classes Suspends, 14.03.2020 02 Online Emergent IQAC Meeting-IV for online classes / E-Contents: 2st Week of April 2020 03 Webinar : Language / Literature 1st week of May 2020 04 Webinar : Language / Literature 1st week of May 2020 05 Departmental Presentation by HoD (BBA, BCA, Commerce, Bio-Tech) 2nd week of May 2020 06 Mentor Progress Report Online 2nd week of May -2020 07 National Webinar on "World Environment Day" 1st week of June 2020 08 Webinar by History Deptt. 4th Week of June-2020 09 Departmental Presentation by HoD -III 4nd week of June -2020 10 IQAC Meeting IV Online Review the progress of SSR data 4nd week of June -2020

2.6 – Student Performance and Learning Outcomes

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

<http://www.rncollegehajipur.in/criterion2.php>

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|----------------|----------------|--------------------------|---|---|-----------------|
| Bachelor | BA | Physics Hons | 241 | 184 | 76.3 |

[View File](#)

2.7 – Student Satisfaction Survey

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

<http://www.rncollegehajipur.in/admin/production/images/2.7.1.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|------------------------------------|----------|----------------------------|------------------------|---------------------------------|
| No Data Entered/Not Applicable !!! | | | | |
| No file uploaded. | | | | |

3.2 – Innovation Ecosystem

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

| Title of workshop/seminar | Name of the Dept. | Date |
|---|--|------------|
| Seminar on Reading as a Women :Feminism in india | IQAC and Dept of English | 12/07/2019 |
| Seminar on Water Sanitation Conservation | IQAC and Dept of Zoology | 22/07/2019 |
| Seminar on PremChandkikahaniyan | IQAC and Dept. Of Hindi | 22/07/2020 |
| Workshop on 'Activation Resulting Benefits of e-Library' | IQAC and Dept. of Math, Philosophy | 29/07/2019 |
| Seminar on 'Gandhi and World Peace' | IQAC and All Department | 02/10/2019 |
| National Conference on 'Recent Advances in Physical Sciences' NCRAPS-2019 | IQAC and Dept. of Phy ,Math,Chemistry | 12/10/2019 |
| Seminar on 'Initiatives for Environmental SustainabilitySwachchha Bharat Abhiyan' | IQAC and All Department | 15/11/2019 |
| Workshop on 'Effective Planning Preparation for UGC-NET' | IQAC and English,All faculties of Humanities | 01/02/2020 |
| Seminar on the occasion of Science Day on 'Science and Sustainable Development' | IQAC and All Departments | 28/02/2020 |
| Workshop on 'Online Teaching Preparing e-Contents in the Wake of Covid-19 Pandemic'. | IQAC and All Departments | 24/03/2020 |
| Webinar on 'Corona, Literature Society' | IQAC and All Departments | 06/05/2020 |
| National Webinar on the occasion of World Environment Day on 'Covid-19: Nature Environment' | IQAC and All Departments | 05/06/2020 |
| Webinar on | IQAC and All Dept. | 28/06/2020 |

'Contextualizing Gender Issues'

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

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|------------------------------------|-----------------|-----------------|---------------|----------|
| No Data Entered/Not Applicable !!! | | | | |
| No file uploaded. | | | | |

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

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

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

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

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

| Name of the Department | Number of PhD's Awarded |
|---------------------------------|-------------------------|
| Department of Psychology | 1 |
| Department of English | 1 |
| Department of Zoology | 1 |
| Department of History | 1 |
| Department of Political Science | 1 |

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

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|---------------------------|---------------------------------|-----------------------|--------------------------------|
| National | Department of Psychology 1 | 2 | Nill |
| National | Department of Political Science | 5 | Nill |
| National | Department of Physics | 2 | Nill |
| National | Department of History | 4 | Nill |
| National | Department of Botany | 1 | Nill |
| View File | | | |

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department | Number of Publication |
|---------------------------|-----------------------|
| Department Psychology | 1 |
| View File | |

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

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

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

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

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

| Number of Faculty | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | Nill | 63 | Nill | Nill |
| Attended/Seminars/Workshops | 11 | Nill | Nill | Nill |
| Presented papers | 2 | 24 | Nill | Nill |
| View File | | | | |

3.4 – Extension Activities

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

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|---|--|--|--|
| Van Mahotasava | IQAC ,NSS and Forest Department | 24 | 64 |
| Tarang : Drama Competition at Muzaffarpur | IQAC , Cultural Committee | 6 | 24 |
| Human Chain Ek Bharat Shresta Bharat | Govt. of Bihar | 36 | 372 |
| Children Community Library | IQAV, Dept of English | 30 | 22 |
| No file uploaded. | | | |

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

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|------------------------------------|-------------------|-----------------|------------------------------|
| No Data Entered/Not Applicable !!! | | | |

No file uploaded.

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activities | Number of students participated in such activities |
|--------------------------------------|---|---|--|--|
| Van Mahotasava | IQAC ,NSS and Forest Department | Van Mahotasava | 24 | 64 |
| Tarang | IQAC , Cultural Committee | Tarang : Drama Competition at Muzaffarpur | 6 | 24 |
| Human Chain Ek Bharat Shresta Bharat | Govt. of Bihar | Human Chain Ek Bharat Shresta Bharat | 36 | 372 |
| Children Community Library | IQAV, Dept of English | Children Community Library | 30 | 22 |

No file uploaded.

3.5 – Collaborations

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

| Nature of activity | Participant | Source of financial support | Duration |
|------------------------------------|-------------|-----------------------------|----------|
| No Data Entered/Not Applicable !!! | | | |
| No file uploaded. | | | |

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|------------------------------------|----------------------|---|---------------|-------------|-------------|
| No Data Entered/Not Applicable !!! | | | | | |
| No file uploaded. | | | | | |

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|---|--------------------|-----------------------|---|
| Indian institute of Public Administration | 08/08/2019 | Research and seminars | 100 |
| MENDELIAN SOCIETY PATNA | 08/08/2019 | Research and Seminars | 20 |

No file uploaded.

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|--|--|
| 6 | 5.08 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|-----------------------------------|-------------------------|
| Laboratories | Existing |
| Class rooms | Existing |
| Seminar halls with ICT facilities | Existing |
| Classrooms with Wi-Fi OR LAN | Existing |
| Seminar Halls | Existing |
| Classrooms with Wi-Fi OR LAN | Existing |
| No file uploaded. | |

4.2 – Library as a Learning Resource

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

| Name of the ILMS software | Nature of automation (fully or patially) | Version | Year of automation |
|---------------------------|--|---------|--------------------|
| SOUL | Partially | 2.0 | 2019 |

4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|----------------------|----------|------|-------------|------|-------|------|
| Text Books | 45106 | Nill | 45 | Nill | 45151 | Nill |
| No file uploaded. | | | | | | |

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

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|--------------------------|----------------------|---|-----------------------------|
| All members of faculties | e-contents for UG PG | http://www.rncollegehajipur.in/rn/index.php | 14/09/2020 |
| No file uploaded. | | | |

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/GBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|---------------------------------|--------|
| Existing | 120 | 85 | 1 | 3 | 3 | 6 | 24 | 2 | 0 |

| | | | | | | | | | |
|-------|-----|----|---|---|---|---|----|---|---|
| Added | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 120 | 85 | 1 | 3 | 3 | 6 | 24 | 2 | 0 |

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

| |
|--------------|
| 2 MBPS/ GBPS |
|--------------|

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|--|---|
| E-CONTENT AVAILABLE ON OUR WEB SITE | http://www.rncollegehajipur.in/rn/index.php |

4.4 – Maintenance of Campus Infrastructure

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

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|--|--|--|--|
| 6.5 | 7.2 | 7.5 | 8.27 |

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

Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. Raj Narain College, Hajipur has evolved a mechanism of collecting on regular basis inputs from the students, parents and alumni for making necessary additions and enhancement of physical, academic and support facilities such as laboratory, library, sports complex, computers, classrooms, etc. Requisition is prepared on the basis of 1. obtained feedbacks and, 2. the Annual Budget of Departments, compiled centrally at the College level. The College administration convenes meeting of Statutory Committees 1. College Purchase/Sale/ Auction Committee and 2. College Buildings/Development Committee, which have also University Representatives as Members. These Statutory Committees - College Purchase/Auction Committee and College Buildings/Development Committee- examine the relevance and estimates and approve the items/agenda grants. Regular inspection of equipment/ infrastructure is conducted by the college under the supervision of Heads of Departments and different administrative Professors In-charges of Cells, Committees. Representatives of Students' Academic Council also provide regular feedbacks to the Principal on needs and urgency of repairs, replacement and procurement of equipments and facilities on the campus. 2.6.1 The institution has stated learning outcomes (the knowledge skills and competency expected from the students to acquire as a result of completing their programme of study) both for Graduate and Postgraduate programmes/ Courses which are integrated into the lesson-plan, assessment process, and made available to the students of each Department. Response: The curriculum for all programmes/ Courses has clearly stated learning outcomes , which the members of faculties try their best to realize. The following mechanism is followed to communicate the learning outcomes to the teachers and students. 1. Copy of the Syllabi is available in the department for ready reference for students and Faculty. 2. Learning Outcomes of the Programs and Courses are discussed with students at the end of each topic of the study by the faculty. 3. The College is trying to implement measurement of learning outcomes of students using the broader

learning objectives in cognitive, affective and psychomotor domains as per Blooms Taxonomy and then to incorporate the outcome in the lesson plan. 4. Soft Copy of Curriculum and Learning Outcomes of Programmes and Courses are also uploaded to the College website for reference. 5. The importance of the learning outcomes has been communicated to the teachers in every IQAC Meeting . The students are also made aware of the same through Tutorial Meetings/ Meetings of Departments' Council.

<http://www.rncollegehajipur.in/criterion4.php>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

| | Name/Title of the scheme | Number of students | Amount in Rupees |
|--------------------------------------|--------------------------|--------------------|------------------|
| Financial Support from institution | Nill | Nill | Nill |
| Financial Support from Other Sources | | | |
| a) National | PMS,NSP,KUY | 918 | 14124400 |
| b)International | Nill | Nill | Nill |
| No file uploaded. | | | |

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme | Date of implemetation | Number of students enrolled | Agencies involved |
|---|-----------------------|-----------------------------|-------------------|
| No Data Entered/Not Applicable !!! | | | |
| View File | | | |

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passedin the comp. exam | Number of studentsp placed |
|------------------------------------|--------------------|--|--|---|----------------------------|
| No Data Entered/Not Applicable !!! | | | | | |
| No file uploaded. | | | | | |

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|------------------------------------|--------------------------------|---|
| No Data Entered/Not Applicable !!! | | |

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
|------------------------------|---------------------------------|---------------------------|------------------------------|---------------------------------|---------------------------|
| Nameof organizations visited | Number of students participated | Number of stduents placed | Nameof organizations visited | Number of students participated | Number of stduents placed |

No Data Entered/Not Applicable !!!

No file uploaded.

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

| Year | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined | Name of programme admitted to |
|------|--|--------------------------|---------------------------|----------------------------|-------------------------------|
|------|--|--------------------------|---------------------------|----------------------------|-------------------------------|

No Data Entered/Not Applicable !!!

No file uploaded.

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

| Items | Number of students selected/ qualifying |
|-------|---|
|-------|---|

No Data Entered/Not Applicable !!!

No file uploaded.

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

| Activity | Level | Number of Participants |
|----------------|---------------|------------------------|
| Long Jump | College Level | 20 |
| High Jump | College Level | 19 |
| Kabaddi | College Level | 24 |
| mahila kabaddi | College Level | 24 |
| Badminton | College Level | 32 |
| volley Ball | College Level | 56 |
| Running 200M | College Level | 40 |
| Running 400M | College Level | 30 |

No file uploaded.

5.3 – Student Participation and Activities

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

| Year | Name of the award/medal | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|------|-------------------------|------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| 2019 | Nill | Nill | Nill | Nill | Nill | Nill |

No file uploaded.

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

The College has a statutory students Academic Council comprising students representatives. Secret ballot elections are conducted by the department of political science. The Student Council thus elected has no political affiliation. The President, Vice President, General Secretary, Joint Secretary, Cultural Secretary and Joint Cultural Secretary, Sports Secretary and Joint Sports Secretary, Environment and Joint Environment Secretary etc. regulate the extracurricular, cultural and sports activities within the campus, maintain discipline and cleanliness in campus and help in organizing programmes. From the College development fund the cabinet is provided necessary funds to carry

out the activities. The Students Council serves as a link between the students and the College Administration. The Council is provided a "Council Room" where they hold meetings and discussions. To be an Academic Council member is a challenging task. So, it is important for the students who want to be elected to be regular in class, be eloquent but polite in communication and possess distinct academic qualities. A student can stand for elections only if the attendance is above 75 and she is good in her academics (as evidenced by his/her performance in Speech/ Elocution/Debate Competitions organized by each Department separately. No student with a failed certificate is allowed to become a Council member. Once the students are elected, the College organizes an Oath Taking Ceremony, where the selected Council members take a pledge in faith to shoulder the responsibilities and serve the College from that very day. The Council represents the demands, opinions and interests of the students. They encourage the students to participate in College activities. Council members help students to follow the rules and regulations of the College. The student leaders serve as the vital link between the College Administration and the students. They render voluntary services during College programmes and functions. Student Council Leaders render help during the Admissions time.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

77

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

Raj Narain College, Hajipur college has an active and vibrant Alumni Association. The staff alumni of the college take the lead in conducting various alumni activities. We have a list of office bearers from our staff alumni of RNC. The Staff Alumni, consisting of those faculties and office staff organize at least two meetings every year and minutes of these meetings are maintained. The annual alumni meet has always been a regular feature, the date of which is decided in consultation with the College Administration and Staff Alumni. A good number of alumni participate in this Annual Meet from different parts of India. The Alumni Association of Raj Narain College has contributed significantly to the development of the institution by way of valuable feedbacks. In the Annual Meet -2019, a proposal has been approved to start merit scholarship awards for the final year toppers in different UG and PG programmes.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

6.1 .1 Governance, Leadership and management The College presents a very good account of decentralisation and participative management. Almost all administrative responsibilities related to admission, examination, development and purchase, sports, library, seminar, publication etc. are delegated to different committees. All the teaching employees and office staff of the

college participate in institutional decision-making. Applications for admission to BA/B.Sc and M.A/ M.Sc. courses are filled up online at the University portal and candidates are instructed to give their preferences for colleges. The University thereafter publishes the list of candidates and allots colleges as per their marks and preferences. Thereafter, the college administration gives board guidelines to different departments asking them to complete the formalities of admission accordingly . Finally, data is uploaded at the University portal. Continuous Internal assessment of M.A/M.Sc. students is carried out at the department level .Students are required to take internal tests of 15 marks. All the departments have the autonomy to award marks on the basis of punctuality, ,assignment ,written examination and viva . Further departments come up with their visions of developments of the college and proposals are scrutinized in the meeting of the development committee chaired by the Principal. Similarly, purchase committee recommends purchase of essential commodities and materials for the college and all the departments have invariably their say in such purchases made by the college . Next comes the purchase of the books for library. Each department presents its requirements of books in consonance with the changing syllabus and the college administration readily agrees to their proposals. The college is a classic example of participatory management. The Principal consults heads of departments before arriving at any major decision . Meetings with heads are a regular feature . Departments have been given opportunity to plan and organize a Departmental Seminar/ Invited Talk every month. Resource persons are invited to give keynote address on the occasion .

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

Yes

6.2 – Strategy Development and Deployment

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

| Strategy Type | Details |
|---------------------------|--|
| Teaching and Learning | In addition to conventional classroom method of teaching supported by tutorial and practical classes, aspiring and desirous students are also provided study materials and are exposed towards supplementary reading through Journals and reference books. Relevant but rare study materials are made available to them through Internet access. |
| Research and Development | In addition to guiding/ supervising research in individual capacity, teachers are also encouraged to take up minor/major research projects with financial assistance from suitable funding agencies. |
| Human Resource Management | The College ensures that all the employees- teaching as well as supporting staff- are involved in major co-curricular and extra-curricular activities keeping in view their potentiality and interest. Students are given adequate opportunity to participate and contribute to these events (manning computers, overhead |

| | |
|--|---|
| | projectors) with a view to grooming their talent |
| Industry Interaction / Collaboration | It is proposed to be developed in a formal way. |
| Admission of Students | Transparent Admission through UMIS |
| Examination and Evaluation | Examinations are conducted as per university rules . then University has sole responsibility of making schdule of examination both theory and practical is prepared and announced by the Univ.the college frames and implements internal test for UG programmes and conduct continuous internal assessment of all PG programs .the Entire examination process is supervised by a delegated by examination department. |
| Library, ICT and Physical Infrastructure / Instrumentation | All the members of faculties and GRADE III employees of the college are well versed in the use of ICT tools and technique resulting in conducting online classes, accessing the online Contents, effective and timely completion of online admission , registration ,processing of examination form, issue of documents and online realization and settlement of fees. |
| Curriculum Development | Curriculum is framed and updated by the Academic Council of the university in which senior professor of the college, make contribution as members |

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

| E-governace area | Details |
|--------------------------|---|
| Finance and Accounts | the records of all income and Expenditures are methodically maintained as per Bihar Government rules and regulations. At the end of financial year, the expenditure of duly audited by Certified C.A. |
| Planning and Development | The College adopts the decentralized and democratic process of planning and development All departments and different Cells and Committees prepared annual budgets involving all stake holders. All Proposals are compiled centrally, and executed as per Govt. Univ. norms . |
| Administration | The College follows the principle of decentralized administration and the responsibility of taking major decisions is entrusted with designated Cells, Committees and Officials .Through regular meetings and |

| | |
|-------------------------------|--|
| | consultations Unanimous decisions are arrived at. |
| Student Admission and Support | Admissions are granted in an objective way on the basis of qualifying marks and on the basis of Entrance Test (Vocational Courses) . Reservation rules for SC/ST/OBC are strictly followed . |
| Examination | Examinations are conducted as per university rules . then University has sole responsibility of making schedule of examination both theory and practical is prepared and announced by the Univ.the college frames and implements internal test for UG programmes and conduct continuous internal assessment of all PG programs .the Entire examination process is supervised by a delegated by examination department. |

6.3 – Faculty Empowerment Strategies

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

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|-------------------|-----------------|--|--|-------------------|
| 2019 | Nill | Nill | Nill | Nill |
| No file uploaded. | | | | |

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|------|--|---|------------|------------|---|---|
| 2020 | Workshop on 'Format for Submission of Details of Online Teaching' | Workshop on 'Format for Submission of Details of Online Teaching' | 05/04/2020 | 05/04/2021 | 36 | 32 |
| 2020 | Workshop on 'Format Preparation of e-Contents'. | Workshop on 'Format Preparation of e-Contents'. | 19/04/2020 | 19/04/2020 | 32 | 20 |
| Nill | Workshop on 'Online Teaching | Workshop on 'Online Teaching | 24/03/2020 | 24/03/2020 | 36 | 20 |

| | | | | | | |
|-------------------|---|---|--|--|--|--|
| | Preparing e-Contents in the Wake of Covid-19 Pandemic'. | Preparing e-Contents in the Wake of Covid-19 Pandemic'. | | | | |
| No file uploaded. | | | | | | |

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

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|--|---------------------------------|------------|---------|----------|
| Workshop for regular guest faculties on 'Online Teaching Preparing e-Contents in the Wake of Covid-19 Pandemic'. | 56 | 24/03/2020 | Nill | 01 |
| No file uploaded. | | | | |

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

| Teaching | | Non-teaching | |
|------------------------------------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent | Full Time |
| No Data Entered/Not Applicable !!! | | | |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|---|---|------------------------------|
| Medical/ Marriage/ Festival Advance Loan against Salary | Medical/ Marriage/ Festival Advance Loan against Salary | Scholarship Free studentship |

6.4 – Financial Management and Resource Mobilization

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

| |
|---|
| <p>All accounts are audited by a Registered C.A. for every financial year. The accounts of the College are subject to audit by the external qualified, Auditors/ Chartered accountant appointed by the university, and for internal auditing the College Administration appoints the auditor for yearly auditing. The qualified remarks made by the auditor are taken into consideration. The regular Auditors from B. R. A. Bihar University, Muzaffarpur also visit the College and inspect the records of Income-Expenditure and the related procedure. Department of Education, Government of Bihar also deputed Auditors from the Office of Accountant General, Patna to audit the records of financial transactions in the College. All separate Financial Assistance/Grants from State Government/ UGC/ RUSA are audited by the College after utilization and the Utilization Certificates are submitted to the authorities concerned.</p> |
|---|

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|--|-------------------------------|---------|
| No Data Entered/Not Applicable !!! | | |
| No file uploaded. | | |

6.4.3 – Total corpus fund generated

| |
|------------------------------------|
| No Data Entered/Not Applicable !!! |
|------------------------------------|

6.5 – Internal Quality Assurance System

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

| Audit Type | External | | Internal | |
|----------------|----------|--------|----------|---------------------------------------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | No | Nill | Yes | IQAC Concerned HoD |
| Administrative | No | Nill | Yes | IQAC, Bursar and Head Assistant |

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

| |
|--|
| Each Department organizes Parent- Teachers Meet every year to obtain feedbacks. The Feedbacks are analyzed and practical suggestions are implemented within available resources. |
|--|

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

| |
|---|
| 1. Regular meeting and counseling for greater competency. 2. Computer Training with the help of Guest Faculties in BCA. 3. Training for Online transmission, reception and storing of digital information such Notices, Circulars, etc. |
|---|

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

| |
|---|
| 1. Enhancement of infrastructure seating facility in Library, setting up Seminar/Department Libraries, and e-Library made functional. 2. Increased frequency of organizing Workshops/ Seminars/ Invited Talks and ensuring students participation. 3. Cultural programmes and outreach activities organized, encouraging greater participation by female students to ensure gender equality 4. Concrete efforts for a Green Campus through plantation of trees, Ground Water Recharge Points, Botanical Garden, Solar Panels Green Audit 5. Commencement of Vocational Courses in Self-financed mode- BBA, BCA, Bio-Tech., PGDYS, Commerce, Home Science, Music. 6. Enhancement of infrastructure in Girls Common Room. |
|---|

6.5.5 – Internal Quality Assurance System Details

| | |
|--|-----|
| a) Submission of Data for AISHE portal | Yes |
| b)Participation in NIRF | No |
| c)ISO certification | No |
| d)NBA or any other quality audit | No |

6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|------|------------------------------------|-------------------------|---------------|-------------|------------------------|
| 2019 | Creation of a new | 29/07/2019 | 29/07/2019 | 29/07/2019 | 66 |

| | | | | | |
|---------------------------|--|------------|------------|------------|-----|
| | 'Tab' of "e-Content" on the Website of the College for uploading of e-Contents/ study materials. | | | | |
| 2019 | Work shop 'Initiatives for Environmental Sustainability Swachh Bharat Abhiyan' | 15/11/2019 | 15/11/2019 | 16/11/2019 | 705 |
| 2020 | Cultural Programme on the occasion of 150th Anniversary of Gandhi Jayanti | 27/01/2020 | 27/01/2020 | 27/01/2020 | 226 |
| 2020 | Workshop on 'Format for Submission of Details of Online Teaching' | 05/04/2020 | 05/04/2020 | 05/04/2020 | 58 |
| 2020 | Creation of a new 'Tab' of "e-Content" on the Website of the College for uploading of e-Contents/ study materials. | 19/04/2020 | 19/04/2020 | 19/04/2020 | 60 |
| View File | | | | | |

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

| Title of the programme | Period from | Period To | Number of Participants | |
|--|-------------|------------|------------------------|------|
| | | | Female | Male |
| Seminar on 'Reading as a Woman: Feminism in India' | 12/07/2019 | 12/07/2019 | 82 | 75 |

| | | | | |
|---|------------|------------|----|----|
| Cultural Programme on the occasion of 150th Anniversary of Gandhi Jayanti | 27/01/2020 | 27/01/2020 | 22 | 6 |
| A Panel Discussion on 'Women's Rights' on the occasion of International Women's Day | 08/03/2020 | 08/03/2020 | 74 | 62 |
| Webinar on 'Contextualizing Gender Issues' | 28/06/2020 | 28/06/2020 | 37 | 30 |

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

| |
|---|
| Percentage of power requirement of the University met by the renewable energy sources |
| The College is making concrete efforts to procure and set up Solar Panels of 10KVA from the Bihar Government, and around 15 percentage of the power requirement will be met by this renewable energy. |

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|--|--------|-------------------------|
| Physical facilities | Yes | 12 |
| Ramp/Rails | Yes | 2 |
| Rest Rooms | Yes | 1 |
| Scribes for examination | Yes | Nil |
| Special skill development for differently abled students | No | Nil |

7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|------|--|--|------------|----------|--------------------------|----------------------------------|--|
| 2019 | 1 | 1 | 29/07/2019 | 01 | Activation of e-Library | Dearth of quality books journals | 2000 |
| 2019 | 1 | 1 | 15/11/2019 | 01 | Swachchha Bharat Abhiyan | Environmental awareness | 705 |

| | | | | | | | |
|-------------------|---|---|------------|----|---------------------------------------|---|-----|
| 2020 | 1 | 1 | 06/01/2020 | 02 | Community Childrens Library | To nourish imagination creativity in rural children | 57 |
| 2020 | 1 | 1 | 19/01/2020 | 01 | Activity on Ek Bharat Shrestha Bharat | Jal-Jeevan-Hariyali | 110 |
| No file uploaded. | | | | | | | |

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title | Date of publication | Follow up(max 100 words) |
|--------------------|---------------------|--|
| College Prospectus | 22/06/2019 | Prospectus is distributed to all applicants with Admission Forms . |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|---|---------------|-------------|------------------------|
| Promoting Gender Equality through Seminars | 12/09/2019 | 12/09/2019 | 157 |
| Promoting Peace and Non -violence through seminars | 02/10/2019 | 02/10/2019 | 129 |
| Inculcation of Sprit of Patriotisms and Brotherhood | 19/01/2020 | 19/01/2020 | 110 |
| Compassion and Social Responsibilities | 30/05/2020 | 30/05/2020 | 66 |
| No file uploaded. | | | |

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

| |
|---|
| 1. Creating awareness towards Environmental Awareness and sustainable Development through Seminars, Workshops, Panel Discussions |
| 2. Ensuring Involvement of Students in Activities of different types Relating to promotion of Environment development sustainable development |
| 3.Cleaning of College Campus As part of Swachchha Bharat Abhiyan-as part of requirement of AECC1 |
| 4. Regular plantations of Trees and plants and rare herbs in campus gardens and an Botanical Gardens. |
| 5.Establishment of Ground water Recharge System at 3 points |
| 6. |

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of the Practice: Women Empowerment through inclusive and positive education. Goal: Women Empowerment as part of overall Mission of providing inclusive quality education to educationally backward rural students, is one area distinctive to the Vision and Thrust of Raj Narain College, Hajipur. The Administration as well as the faculties of the College share the feelings that women deserve an equal space and place in all social affairs. Hence the College organizes special programmes for female students such as Guest lectures to create awareness among them on various law protections that are there for women against crime and injustices. The IQAC and the Gender Sensitization Cell conduct Workshops/ Seminars/ Invited Talks to create awareness among both male and female students towards their responsibility in creating a social environment free from gender bias violence against women. With a view to realizing this vision, seminars have been organized on (i) Reading as a Woman: Feminism in India (ii) a Panel Discussion on Womens Rights on the occasion of International Womens Day, and (iii) a Webinar on Contextualizing Gender Issues. Notably, in all Cultural events and Programmes, female students are encouraged to take part in leading roles, and they successfully anchor and conduct the Academic Sessions of Seminars also. In Sports also, despite coeducational environment, female students participate in all sports and games / Annual Meets, and outnumber as well as excel male students. The Womens Kabbadi Team of Hajipur has won Second Position at the University Level Meet, and four of them have been selected in the University Kabbadi Team. All these activities and initiatives have substantially and qualitatively changed the academic and social skills not only the female students, but has also the biased mindset of male students.

2. Title of the Practice: Community Library for underprivileged children in the surrounding areas of R.N. College, Hajipur (Bihar) Goal: Library constitutes the hub of the entire educational edifice, where the students explore the world of ideas and substantiate their own worldview. A rich library also provides liberating experience from the monotonous study of prescribed textbooks, and contributes towards the inculcation of research aptitude in the inquisitive mind of the youth. Even at an early stage, if children are encouraged to visit the library with fascinating titles, in tune with their tender age, aptitude, likes and dislikes, it is observed that they unconsciously turn away from the 'uncreative pastime activities'. They also acquire positive values through their reading habits. However, a survey of the local government schools revealed that they do not have libraries worth the name, nor are children encouraged to read storybooks, comics, cartoons, child magazine such as Champak, Nandan, Chandamama, etc. No wonder, children from these underprivileged sections develop distaste for 'books' and gradually an aversion of academic pursuit at later stage, leading to higher drop out ratio. It is hoped that an earlier initiation of these children in library reading will not only transform them into better creative human being, but will also induce them for pursuing higher education, which will go a long way in achieving their 'inclusive growth'. The Practice: The Library has been set up entirely with the donated children books, children magazines and interesting reading materials.

2. The teachers of the College, taking interest in this project, voluntarily donated books and magazines and also made collections from known sources.

3. Some teachers even made monetary contributions for this project.

4. The Space for stacking and reading facilities have been provided in the campus by the College administration. The working of the Community Library has been institutionalized with the constitution of a committee of four teachers and one support staff. The staff is entrusted with the work of opening the gate of the Library, which runs in the evening hours (between 4 to 6 p.m.).

6. A committee of the member-children has been constituted, which takes care of books/magazines and their distribution among the readers. Evidence of success:

Despite the fact that the 'community library' has covered a very short period of time, it has generated a positive response in the children of the locality, who every evening enthusiastically come to read the books and magazine of their choice. The smooth way in which they manage the upkeep of the reading materials and maintain the discipline is remarkable, and demonstrate their 'talent'. Some of the children have demanded that latest magazines should also be made available, which is indicative of their growing interest in written materials. Problems encountered and Resources required: In order to procure suitable and interesting books and latest magazines for the children, the Working Committee for the Community Library has decided to contact generous persons, government organizations and also National Book Trust of India for support.

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

<http://www.rncollegehajipur.in/criterion7.php>

7.3 – Institutional Distinctiveness

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

Inculcation of 'research aptitude' in students pursuing higher studies constitutes the distinctive aspect of the Vision and the thrust of all academic activities on the Campus. Completion of prescribed courses of studies at the end of the term will signify nothing if students do not develop the faculty of exploring and investigating the areas/subjects of their concern/interest in a thoroughly systematic and scientific way. The 'higher education' serves its purpose best only when the basic inherent 'inquisitive instinct' of the student is groomed and trained into 'scientific research aptitude' so that they can make positive contributions to the society in the future. 3. The Context: Inducing students coming mostly from underprivileged sections of the society towards research activities has been a challenging task. As many of these students belong to moderately educated families or are the 'first generation learners', they are found lacking in adequate motivational urge for research work. However, their sharp inquisitive nature and curiosity to do something new and challenging are the positive traits found in their favour. It was decided that in all research oriented academic activities of the College such as Seminars, Workshops, Invited Lectures/Talks and publication (contributions to the College Journal 'Samyak Drishti') students, particularly those at the post-graduation level, should be encouraged in all possible ways to make active participation. The members of the faculties also provide all forms of support to the students for ensuring their participation in research activities. In the academic session 2019-20, more than 700 UG and PG students have participated in such academic activities.

Provide the weblink of the institution

www.rncollegehajipur.in

8.Future Plans of Actions for Next Academic Year

Future Plans of Actions for Next Academic Year 2020-21 1. To improve and strengthen learning outcomes of all programmes. For this, teaching methods and training, cocurricular and extracurricular activities require emphasis. 2. Different funding agencies to be approached for major/minor research projects. 3. Suggestions of parents, alumni and students need to be incorporated into concrete strategies and plan of actions. 4. To seek approval of the University for promotion of MOOC and SWAYAM courses with credit transfer. 5. To develop training, research and consultancy areas. 6. At the time of allocation/posting of teachers, attention needs be paid to specializations to ensure research in emerging areas. 7. Steps to be taken to enlarge and enrich the learning

infrastructure. 8. Since infrastructure for research is available, various funding agencies may be approached for research projects. 9. Initiate regular Workshops and Seminars for Ph.D. Research Scholars as per UGC regulations. 10. Participation in NIRF Ranking and applying for ISO Certification. 11. To start the process of registration for National Academic Depository (NAD) for the Institution 12. Establishment of a Studio-cum- e-Contents Development Centre