# YEARLY STATUS REPORT - 2020-2021

| Part A | |
|---|---|
| **Data of the Institution** | |
| 1.Name of the Institution | Raj Narain College, Hajipur |
| • Name of the Head of the institution | Professor (Dr.) Ravi Kumar Sinha |
| • Designation | Principal |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 06224265512 |
| • Mobile no | 9608202552 |
| • Registered e-mail | rncollegehajipur@rediffmail.com |
| • Alternate e-mail | rncollegehajipur2@gmail.com |
| • Address | Raj Narain College At Chauhatta, Hajipur, Vaishali, Bihar |
| • City/Town | Hajipur |
| • State/UT | Bihar |
| • Pin Code | 844101 |
| 2.Institutional status | |
| • Affiliated /Constituent | Constituent |
| • Type of Institution | Co-education |
| • Location | Semi-Urban |

| | | |
|---|---|---|
| • Financial Status | **Grants-in aid** | |
| • Name of the Affiliating University | **B. R. A. Bihar University, Muzaffarpur** | |
| • Name of the IQAC Coordinator | **Dr. Shashi Bhushan Kumar** | |
| • Phone No. | **0622426551** | |
| • Alternate phone No. | **6299511299** | |
| • Mobile | **9334481906** | |
| • IQAC e-mail address | **iqac.rncollege@gmail.com** | |
| • Alternate Email address | **rncollegehajipur@rediffmail.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 Web link: | http://www.rncollegehajipur.in/admin/production/images/Academic%20calender%202020-21.pdf | |

**5.Accreditation Details**

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|---|---|---|---|---|---|
| **Cycle 1** | **B** | **2.57** | **2015** | **15/03/2015** | **14/03/2020** |

| | |
|---|---|
| **6.Date of Establishment of IQAC** | **08/03/2011** |

**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 |
|---|---|---|---|---|
| **Institutional** | **New Construction** | **RUSA** | **2020-2022** | **7000000** |

| | | |
|---|---|---|
| **8.Whether composition of IQAC as per latest NAAC guidelines** | **Yes** | |
| • Upload latest notification of formation of | View File | |

| IQAC | | |
|---|---|---|
| **9.No. of IQAC meetings held during the year** | 05 | |
| • 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)**

1. The IQAC formalized, consolidated and regulated online classes being conducted by all members of faculties uninterruptedly during lockdown period due to Covid-19 Pandemic. Strict monitoring and weekly reporting on online teaching implemented. 2. Creation of WhatsApp Groups for each and every functional Semester/ Year of students for speedy, effective and meaningful communication and transfer of information with them. A special Workshop organized for making everyone- faculties, office staff, and above all, students- understand the norms and protocols of online meeting. 3. To facilitate online teaching & learning, creation of e-Contents by all members of faculties; provision of a dedicated 'e-Content' Tab on the College Website to upload 'e-Contents' for ready reference of students 4. Despite all constraints posed by Covid-19 pandemic, sustained efforts and initiatives made towards maintaining a 'Green Campus' through addition of one more point of 'Ground Water Recharge System', provision of 'Solar Panels', Plantation of trees, renovation of 'Recycle Point', and 'Green Audit' of the Campus. 5. Organizing at regular intervals Workshops and Joint Sessions for students on themes & topics related to and relevant for their courses of study, and also to enable them meet the challenges arising during Covid-19 pandemic. 6. Implementation of a transparent and structured Online format for 'Continuous Internal Assessment' for all Postgraduate students in all compulsory courses/ Papers. 7. Organizing Webinars on themes / subjects of national importance;

| sustained efforts made for cultural training, educational motivation and enhancing students support system based on obtained feedbacks from the students. |
|---|

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

| Plan of Action | Achievements/Outcomes |
|---|---|
| To formalize, consolidate and regulate online classes | classes conducted by all members of faculties uninterruptedly during lockdown period due to Covid-19 Pandemic. Strict monitoring and weekly reporting on online teaching implemented. |
| Creation of WhatsApp Groups for each and every functional Semester/ Year of students for speedy, effective and meaningful communication and transfer of information with them. A special Workshop organized for making everyone- faculties, office staff, and above all, students- understand the norms and protocols of online meeting. | Successfully implemented and got Positive Response |
| To facilitate online teaching & learning, creation of e-Contents | All members of faculties prepared 'e-contents' and uploaded to college website for ready reference of students & Students accessed this tab available in the college website |
| Efforts and initiatives made towards maintaining a 'Green Campus' | Despite all constraints posed by Covid-19 pandemic, sustained efforts and initiatives made towards maintaining a 'Green Campus' through addition of one more point of 'Ground Water Recharge System', provision of 'Solar Panels', Plantation of trees, renovation of 'Recycle Point', and 'Green Audit' of the Campus. |
| To Organize at regular intervals | Workshops and Joint Sessions |

| Workshops and Joint Session for Students | were organized at regular interval for students on themes & topics related to and relevant for their courses of study, and also to enable them meet the challenges arising during Covid-19 pandemic. |
|---|---|
| Implementation of a transparent and structured Online format for 'Continuous Internal Assessment' for all Postgraduate students in all compulsory courses/ Papers. | Implemented Successfully |
| Webinars organized for the purpose of meeting the challenges of Covid-19 Lockdown | Webinars organized on themes / subjects of national importance; sustained efforts made for cultural training, educational motivation and enhancing students support system based on obtained feedbacks from the students. |

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

- Name of the statutory body

| Name | Date of meeting(s) |
|---|---|
| Nil | Nil |

## 14.Whether institutional data submitted to AISHE

| Year | Date of Submission |
|---|---|
| 2021 | 24/03/2021 |

## 15.Multidisciplinary / interdisciplinary

1. Raj Narain College envisions to focus on overall personality development of students by inculcating '21st century skills' and developing human capacities- intellectual, aesthetic, social, physical, emotional and moral- in an integrated manner.
2. The College proposes to integrate humanities and science with

STEM by arranging Seminars, Workshops and Invited Lectures by resource persons to inculcate interdisciplinary scientific knowledge among students of all faculties.

3. Postgraduate Programmes this offered follow Choice Based Credit System: there is a proposal to implement CBCS curricula in UG Programmes subject to University regulations.

4. The institute proposes to offer a liberal education It will encourage students to undertake socially relevant projects and to participate in the activities of community engagement and service, environmental education, and value based education such as Yoga day celebration, Human Rights day celebration, Women's day celebration, Road awareness program & environment day celebration etc.

5. The institution plans to integrate academic pursuits with social issues & challenges and aims to address them by organizing various meetings and awareness campaign.

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

1. The College has all readiness and needed logistics to fulfill the requirements of ABC.

2. The actual implementation of ABC is subject to its approval by the affiliating University and the Department of Education, Government of Bihar.

## 17.Skill development:

1. The College has introduced a mechanism of developing soft-skills in students. There is a training module to enhance digital literacy of students, particularly for female students from semi-urban areas. The College plans to organize some vocational training programmes and trades, for example, painting workshop, vermi-compost training programme etc.

2. The College provides value based education by celebrating Human Rights Day, Women's day. Yoga Day, World Environment Day, Birth Anniversary of our National leaders, etc. in collaboration with Local/ State level Research Societies like IIPA and Nehru Yuva Kendra as a part of cocurricular activities

3. The college plans to have association with NSDC.

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

1. The College provides degree for linguistic subjects such as English, Hindi, Sanskrit and Urdu. All other Programmes/

Courses are taught by teachers in bilingual mode mainly in Hindi and English.

2. The institution conducts Graduate level Programme in Music which imparts training and insights in classical Indian Music and culture. This is further reinforced by Cultural Programmes organized on regular basis by the vibrant Cultural Committee. There is a plan to integrate Sanskrit and Programmes in Humanities as a part of our college curriculum.

3. The Department of Home Science trains students in preparing, and developing appreciating outlook for, pan-Indian Cuisines.

4. One of the good practices followed by this College relates to formulation and implementation of a well-monitored mechanism of online teaching/learning in the wake of Covid-19 Pandemic. Keeping in view the requirements of the student, the various technological tools have been used by the faculties for online teaching such as Google Classroom, Zoom, Webex, etc. supplemented with videos/ audio lectures and e-Contents. Webinars, Seminars, Group collaboration and interaction, assignment and revision as well as the assessments have been conducted online which are some of the institutional efforts towards blended learning.

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

1. Emphasis is placed on clearly stated 'Objectives' of what students are expected to know and will be able to do at the end of specific Programme/ Course.

2. The Projects and Assignments as part of 'Continuous Internal Assessment' at Postgraduate level provide creative opportunities to students to make use of their critical and domain specific thinking.

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

1. The institution offers Certificate, Graduate and Postgraduate level Courses under Distance Education Mode through IGNOU Study Centre (Centre Code-5175).

2. Currently, 262 students are enrolled and pursuing Certificate, Bachelor & Master Programmes in IGNOU Study Centre (Centre Code-5175).

3. It also plans to start add-on courses relevant for developing life-skills and enhancing employability of our students.

# Extended Profile

| **1.Programme** | |
|---|---|
| 1.1<br><br>Number of courses offered by the institution across all programs during the year | **37** |

| File Description | Documents |
|---|---|
| Data Template | <u>View File</u> |

| **2.Student** | |
|---|---|
| 2.1<br><br>Number of students during the year | **3090** |

| File Description | Documents |
|---|---|
| Institutional Data in Prescribed Format | <u>View File</u> |

| 2.2<br><br>Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | **2185** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | <u>View File</u> |

| 2.3<br><br>Number of outgoing/ final year students during the year | **1754** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | <u>View File</u> |

| **3.Academic** | |
|---|---|
| 3.1<br><br>Number of full time teachers during the year | **42** |

| File Description | Documents |
|---|---|
| Data Template | <u>View File</u> |

| 3.2 | **70** |
|---|---|

| Number of sanctioned posts during the year | |
| --- | --- |

| File Description | Documents |
| --- | --- |
| Data Template | View File |

## 4.Institution

| 4.1<br><br>Total number of Classrooms and Seminar halls | **18** |
| --- | --- |
| 4.2<br><br>Total expenditure excluding salary during the year (INR in lakhs) | **115.49493** |
| 4.3<br><br>Total number of computers on campus for academic purposes | **105** |

## 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

**Planning and division of Chapters & topics of Courses/ Syllabus and allocation thereof among the faculties are carried out in each Department in the beginning of Academic Session and the same is documented throughDepartment Routinewhich is charted as perGeneral Master Routine of the College (containing allocation of Classrooms andLabsfor each Department).**

**Soft Copies of Syllabus and Department Routine are made available during theInduction Meet/ Introductory Classto all students enrolled in different Programmes/ Courses.**

**The Updated versions of Syllabus and Department Routine are made available on the College Website.**

**Hard Copies of Syllabus and Department Routine remain available in the Department for ready reference.**

**In addition to conducting regular lectures and Lab works, co-curricular activities likeSeminar, Group Discussion, Quiz and Case studyare used for effective delivery of curriculum.**

Study materials, Notes and Question Banks are provided to students in the class, through emails and are also uploaded on the College Website under the "Tab"e-Contents.

Educational Field Visits, Industrial visits, Tours are organized on a limited basis.

Each Department conducts Internal Tests and students are required to complete Assignments (related to broader areas of Syllabus), which facilitate effective delivery of the Curriculum.

The Cloud Space (100 GB) of the College Website is being used to upload e-contents for students

| File Description | Documents |
|---|---|
| Upload relevant supporting document | [View File](#) |
| Link for Additional information | https://www.rncollegehajipur.in/syllabus.php |

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

The Academic Calendar is prepared with the objective to plan and to inform in advance the faculties and the students about the schedule of all academic activities on the Campus, and it is also published on website of the college.

The students' academic progress is monitored by adopting the strategy of Continuous Internal Assessmentt, Seminars, Project/ Assignment work, Unit Test along with Semester and Final Term Examinations.

A Committee of all HoD's, headed by Principal, makes review of Internal Assessment. For implementation of Internal Assessment Process, an Examination Department is constituted at the college level, which monitors and conducts overall internal assessment process. The record of internal assessment is maintained at college level.

The examination committee is responsible for conducting University Examinations for which the College is made the Exams Centre. It sends the information to the University about the students who are

appearing for the examination. After receiving the list of the examinees from the University, the college prepares seating arrangement chart, list of invigilators etc. Every department has to submit the report on the implementation of the academic calendar as part of their annual submission. The internal audit is conducted to ensure the compliance and to verify the documentary evidence.

| File Description | Documents |
|---|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://www.rncollegehajipur.in/facilities.php?page=academic_calender |

| 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 | A. All 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 | View File |

## 1.2 - Academic Flexibility

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

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

15

| File Description | Documents |
|---|---|
| Any additional information | View File |
| 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**

**3**

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

**1.3 - Curriculum Enrichment**

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

**Raj Narain College integratesvarious cross cutting issues linked to human values, gender equality, professional ethics, promotion of environment conservation and sustainable development in the Curriculum. The College consistently seeks to address issues relevant to these spheres promoting active participation from faculty, employees and students.**

Equal opportunity is given to both the genders in terms of admission & participation in co-curricular or extracurricular activities.

In Evaluation & Assessment, no discrimination is made between genders, and the facultiesconduct these Tests, Evaluation and Assessment in an objective and transparent way.

Students are promoted to participate in programmes focussing on gender equality and awareness campaigns promoting interest of rural girls in science, awareness drive drawing attention of girls to education, sensitizing students on women safety and encouraging entrepreneurial skills through Workshops, Industrial and Academic tours.

In addition, the College has been organizing different programmes like plantation drive, cleanliness drive, water conservation with participation of students to inculcate the sense of responsibility in their life towards green and clean environment.

Some mastersprogrammesintegrate courses related to environmental pollution, climate change, weather forecast, recycling of waste or waste management, biohazard and bioterrorism, conservation of natural resource and biodiversity.

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | [View File](#) |

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

17

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Programme / Curriculum/ Syllabus of the courses | **No File Uploaded** |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | **No File Uploaded** |
| MoU's with relevant organizations for these courses, if any | **No File Uploaded** |
| Institutional Data in Prescribed Format | View File |

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

**727**

| 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 from the following stakeholders Students Teachers Employers Alumni** | **B. Any 3 of the above** |
|---|---|

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | https://www.rncollegehajipur.in/2020-2021/criterion1.php |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | **No File Uploaded** |

| 1.4.2 - Feedback process of the Institution may be classified as follows | B. Feedback collected, analyzed and action has been taken |
|---|---|

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| URL for feedback report | https://www.rncollegehajipur.in/2020-2021/criterion1.php |

**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**

**3090**

| 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**

**1545**

| 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

**A large number of students seek admission in the College, particularly those belonging to the weaker and disadvantaged sections of the society- SC/ST/OBC/Minorities/Economically Backward-**

which testifies to our social commitment to ensure 'quality' and 'inclusion'.

Regular organization of seminars/workshops/lectures/talks and extra-curricular activities in the college go a long way in inculcating 'research aptitude' and developing 'personality skills' in the students.

Publication of the College Journal 'Samyak Drishti' (discontinued during the Covid period) encourages creative and research oriented writing on the part of both the teachers and the students.

A mechanism has beenadopted to provide motivational input, orientation and training toboth advance and slow lerners to use modern tools of teaching/learning such as projectors, smart boards, etc.

The facilities of Internet Resource Centre, language lab, e-library and well furnished auditorium have been used for interactive academic activities.

| File Description | Documents |
|---|---|
| Paste link for additional information | **Nil** |
| Upload any additional information | [View File](#) |

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

| Number of Students | Number of Teachers |
|---|---|
| **3090** | **43** |

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |

## 2.3 - Teaching- Learning Process

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

Besides 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.

In addition to the above, the College has implemented:

1. Creating awareness ofEnvironmental issues and Sustainable Development goals 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 " by postgraduate students as part of Swachchha Bharat Abhiyan-as requirements of AECC1 provide enriching experience.

4. Online Classes and online "Saturday Activities" have been organized toenhance their learning experience.

5. The facility of e-Library has empowered the students at the postgraduate level to search and read reference books online without risking Covid-infection.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| 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

1. All the members of faculties of the college are well versed in the use of ICT tools and technique.

2. Theyconductedonline classes, provided e-contents and facilitated the access toonline journals andother reference books.

3. Teachers and students remain connected through whatsApp learning group in order to solveacademic problem in real time,

4. Smart classroomsand well equipped seminar halls are utilized in interactive presentation during class sessions if required .

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| 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**

**64**

| File Description | Documents |
|---|---|
| Upload, number of students enrolled and full time teachers on roll | [View File](#) |
| 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**

**43**

| 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**

**31**

| 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**

**36**

| 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.

**Continuous Internal Assessment in the college is based on well defined criteria- Group Discussion, Unit Tests, Assignments Submission, Field Visit / Field Work, Quiz and Seminars Presentation. Unit tests are conducted regularly during each Semester.**

**The performance of the students is displayed on the Notice board and communicated to the concerned students. Personal guidance is given to those who do not perform up to mark.**

**Students appearing for II & III SemesterExams are asked to present a Paper in the Seminar of the concerned Department. Topic/ themes of the Seminar are decided by the teachers for the students to prepare their Presentation.**

**For transparent and robust Internal Assessment, the following mechanisms havebeen adopted:**

**i.Internal Examination Committee.**

**ii. Question Paper Setting**

**iii. Conduct of Examination**

**iv.Result display**

**iv.Interaction with students regarding their internal assessment.**

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |
| Link for additional information | Nil |

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

**There is an objective process and transparent mechanism to deal with grievances of the students related to 'internal examiantion.**

**i. Such matters are primarily dealt with by theInternal Examination Committee.**

**ii. Grievances are promptly addressed, and rectification, if required in evaluation/ assessment, is immediately done.**

**iii. All Heads of Departments try their best to understand and redress such grievances by ensuring regular interaction with students regarding their internal assessment.**

**vi.In case students donot appear in internal examination/ Practical Exams on alloted date due to valid reasons, they are given one more chance for this on their written request.**

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |
| 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 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. The program/learning outcomes are: 1. Students will exhibit ability to identify, formulate, comprehend and solve interdisciplinary and multidisciplinary projects related to domain of knowledge and to life problems through systematic approach. 2. To familiarize with modern computer applications and analysis using software and state of art equipment to analyze problems. 3. To demonstrate knowledge of values and professional ethics in their activities. 4. To be effective in verbal and non-verbal communication. 5.Graduates and Postgraduates will develop ability to face challenges in their career and confidence to do research. The mechanismto communicate programmes/ course outcomes:

i.Programme Educational Objectives (PEO), Programme outcomes (PO) and course outcomeshave been defined by the University and these are contained in the notified Syllabus. ii. Copy of the Syllabi containing these outcomes, is made available in the Department for ready reference ofstudents and Faculty. iii. These issues are discussed with students. iv. Soft Copies are uploaded onto the College website for reference.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](View File) |
| 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.

1. Programme Educational Objectives (PEO) and Programme outcomes (PO) are discussed and evaluated by faculty in the classrooms.
2. By way of 'Internal Assessment', academic achievement and proficiency of PG students are evaluated.
3. Programme Educational Objectives (PEO), Programme Outcomes (PO) are published on the college website.
4. In IQAC Meetings, senior faculties and Heads of different Departments discuss and evaluate programme/ course outcomes.

| 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

**1583**

| 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>http://www.rncollegehajipur.in/admin/production/images/2.7.1.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)

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| e-copies of the grant award letters for sponsored research projects /endowments | [View File](#) |
| List of endowments / projects with details of grants(Data Template) | **No File Uploaded** |

**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**

**31**

| 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**

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | **No File Uploaded** |
| 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

**3.2.1 –Raj Narain College, Hajipur has created an ecosystem for innovations and has taken several initiatives for creation and**

**transfer of knowledge:**

1. 1.The creation and transfer of knowledge is done in a formal way through classroom teaching, guest/ Invited lectures and many co-curricular and extra-curricular activities.
2. Innovative ideas are welcomed by the faculties of the College and the College Administration.
3. The faculties are encouraged to follow research work in their respective subjects.
4. They are granted duty leaves to attend seminars, conferences, workshops, and FDPs etc. to enhance their knowledge.
5. Whenever and wherever, there is a scope for the students to participate in such programmes, they too are facilitated by the college to attend them.
6. Training and workshops are organized at regular intervals for Postgraduate students to enhance their academic as well as research aptitude. Students are always given opportunity to participate in the deliberations of the Seminar/ Webinar.
7. There's a proposal to introduce a mechanism whereby a faculty participating and presenting Research Paper in National and International Seminars/Symposia, will be required to acquaint the teachers and students of the respective subject in the College of the contents of his/her Research Paper as well as experience of the Seminar.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| 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**

1

| File Description | Documents |
|---|---|
| Report of the event | View File |
| 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**

**2**

| File Description | Documents |
|---|---|
| URL to the research page on HEI website | https://www.rncollegehajipur.in/facilities.php?page=research |
| 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**

**22**

| 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**

01-03-2023 11:19:59

| 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

1. **R. N. College, Hajipur organizes a number of extension activities to promote institution-neighbourhood synergy and also to sensitize the students about their role and responsibilities towards community needs.**
2. **The students of our college actively participate in social service activities leading to their overall development.**
3. **The college runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities in the neighbourhood community.**
4. **NSS, in collaboration with IQAC, organizes 'Community Children's Library'**
5. **Counselling Sessions for educationally deprived Children of the nearby locality andseveral activities were carried out by NSS Volunteers addressing social issues which include:**

- **cleanliness drive**
- **tree plantation**
- **water conservation through construction of Soak-Pits on the College Campus**
- **Social interaction &Group discussion**
- **Eradication of superstition**
- **Beti Bachao Beti Padhao**
- **Environmental awareness**
- **Women empowerment**
- **National Integrity & Blood donation camp.**

| File Description | Documents |
|---|---|
| Paste link for additional information | **Nil** |
| Upload any additional information | View File |

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

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

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

| File Description | Documents |
|---|---|
| Reports of the event organized | **No File Uploaded** |
| Any additional information | <u>View File</u> |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | **No File Uploaded** |

**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**

**416**

| File Description | Documents |
|---|---|
| Report of the event | [View File] |
| Any additional information | **No File Uploaded** |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | **No File Uploaded** |

**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**

| File Description | Documents |
|---|---|
| e-copies of related Document | [View File] |
| Any additional information | **No File Uploaded** |
| Details of Collaborative activities with institutions/industries for research, Faculty | **No File Uploaded** |

**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**

1

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

**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. This institution is imparting education upto UG and PG level in 37subjects of Arts, Science and Commerce. Additionally some professional courses like BCA, BBA, Bio-tech & PGDYS are also being run. For this the college is trying its best to develop a desirable infrastructure to support T-L process, which is subject to grant of funds by the State/ Central Government.
2. For infrastructure development works there is a Statutory College Building / Development committee and College Purchase Committee, constituted and approved by the university. The meetings of these committees are convened to undertake required infrastructural work .
3. The college has devised a blue print for the purpose, keeping in view of facts development as per need. sustained efforts are made to upgrade / renovate existing infrastructure facilities to create new ones .
4. Classes are engaged in 18 big sized classrooms, in room attached to different departments , 13 laboratories , one auditorium and in one smart class room. These have become inadequate in view of yearly increase in the intake capacity of students mandated by the State Government.
5. There is a Network Resource Centre, a Computer Lab, A Language Lab, Separate Common Room for boys and girls and one dedicated reading gallery for self studies above the main Library.

| File Description | Documents |
| --- | --- |
| Upload any additional information | [View File](View File) |
| 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.

The Institution has adequate facilities for cultural activities, sports and games (indoor, outdoor), such as vast playground, Badminton Court, Volleyball Court, open gymnasium, yoga centre, well furnished Auditorium equipped with state-of-the-art Sound system, automatic curtain, ACs, Cultural Rehearsal Room The college has a well maintained campus spread over 6.725 acres of serene green land. The College administration believes in the all-round development of our students. There is a lot of encouragement for the students to

**participate in sports and culture activities simultaneously and they are accordingly awarded. We have also a spacious and well equipped Sports/ Common room, separate for boys and girls where they can play Indoor games like table tennis, chess, caroms .Qualified trainers are hired to take care of day to day games and sports activities of the college, Cultural ActivitiesStudents are very much encouraged to participate in the cultural events held in the college like Cultural programmes on Inporant National & International events, Fresher's Day, Annual Sports Day, Annual Day, Farewell etc., to exhibit cultural talents. Students are even sent to other colleges for inter-college competitions like dances, skits, mimicries etc. We invite some clubs/ Committees to enhance the creative talent of the students.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| 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.**

**3**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | **Nil** |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | **No File Uploaded** |

**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)**

**72.24**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Upload audited utilization statements | [View File](#) |
| Upload Details of budget allocation, excluding salary during the year (Data Template | [View File](#) |

## 4.2 - Library as a Learning Resource

### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

1. **The library of this institution has subscribed and installed SOUL 2.0 software developed by INFLIBNET Centre,Ahmedabad (An IUC of UGC).**
2. **Bibliographic data of more than 20000 books have been feeded and the library is under the process to be fully automatised in order to cater the need of the information seekers in hurdle free and immediate manner.**
3. **In addition to the facility of the Central Library, each Department maintains its own Seminar Library for postgraduate students, which tide over the acute dearth of staff to distribute books in the Central Library.**
4. **The College has the facility of e-Library (N-List).**

| 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 | **C. Any 2 of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | [View File](#) |

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

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

0.29

| File Description | Documents |
|---|---|
| Any additional information | View File |
| 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**

30

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Details of library usage by teachers and students | View File |

**4.3 - IT Infrastructure**

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

There are different digital technological facilities available in Raj Narain College Hajipur. There are 01- smart classroom, 02-smart lab and 01-digitally equipped Conference Hall and 02-digitally equipped Labs,including Language Lab, are available for use of faculties and students. The upgradation work of Smart Classroom is under active consideration. A well equipped computer lab with 40 Desktops and a Network Resource Centre with 12 Desktops are also functioning in the college.The entire college campus and the library building are facilitated with Wi-Fi.

All the departments of the college are provided with computer and other related accessories. All teaching staff member use ICT in the classrooms and laboratories.Most of the official work, like admission, form-filling, submission of fee, etc. is being done with

**the help of ICT. For this, the entire ICT setup is updated on regular basis.**

**The college regularly maintains the IT facilities. Such us : Anti-virus is regularly installed in computers, and as such, all computers have Anti-Virus Wi-Fi connectivity is available as mentioned in 4.1.1, i.e., in Principal chamber, Office-room, IQAC room, various departments,PGDYS, library and laboratories. CCTVsinstalled on the Campus to provide sense of security and confidence through digital surveillance, are maintained and updated.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | **Nil** |

## 4.3.2 - Number of Computers

**120**

| 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** | **E. < 5MBPS** |
|---|---|

| 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)**

| 2.24 | |
|---|---|

| 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.

**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. 1. Requisition is prepared on the basis of i. obtained feedbacks and, ii. the Annual Budget of Departments, compiled centrally at the College level. 2. The College administration convenes meeting of Statutory Committees i. College Purchase/Sale/ Auction Committee, and ii. College Buildings/Development Committee, which have also University Representatives as Members. 3. These Statutory Committees - College Purchase/Auction Committee and College Buildings/Development Committee- examine the relevance and estimates and approve the items/agenda and grants. 4. 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. 5. 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.**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| 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** |
| **677** |

| 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** |
| **3406** |

| 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** | **B. 3 of the above** |

| File Description | Documents |
|---|---|
| Link to Institutional website | **Nil** |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

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

**Nil**

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

**76**

| 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 | View File |
| 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**

**0**

| 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**

**575**

| 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**

**1**

| 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.**

**7**

| 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 univer sity/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 )

**Raj Narain College Hajipur, fully committed to ensuring holistic development of students, provides every possible support and opportunity for their meaningful participation in following**

**administrative, co-curricular and extracurricular activities- 1. Students Representation in Students' Academic Council with different designations. 2. Students Representation in Cultural Committee 3. Student Representation in IQAC 4. Student Participation in College Magazine as contributors. 6. Students' participation in seminars, Workshops, and other academic activities, both as participants and as anchors. 7. Student Leadership in NSS and NCC.**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.rncollegehajipur.in/non_statutory_committees.php |
| Upload any additional information | View File |

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

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

**7**

| 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

**Registered Alumni Association that contributes significantly to the development of the institution through financial and other Services**

**1. The Alumni Association of R. N. College is on way to get the status of a registered body, the delay having been caused due to Covid-19 pandemic and the resultant uncertainties . Nevertheless,**

the Alumni acts as a link between the Institution and the Alumni.
2.It holds its meeting annually with the intentions of ensuring the
over all grow?h and development of the College and the, students.
3.The association provides a platform for interaction between
alumni, present students, faculties and Staff of the College with
the objective of providing valuable feedbacks on teaching,
Evaluation, support system and infrastructure. 4. In its last
meeting, it has decided to raise contributions for setting up corpus
fund for grant of free studentship, Scholarships, and Prizes for
poor and deserving students. 5.The members of the Association have
participated in some of the extension activities such as Swachchhata
Abhiyan, Tree plantation, Blood Donation Camp, Free Medical and
Covid Vaccination drive. The members of the Association enjoy social
recognitions, which help the College in procuring the services and
possible assistance of the local bodies like the Municipality.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Upload any additional information | [View File](#) |

| **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

1. Being a constituent Unit, the Institution is obliged to
   implement the academic andadministrative policies/guidelines
   of the University and the State Government.
2. Sincere efforts are made to sensitize the entire system of
   teaching and learning in view of the competence level of the
   enrolled students coming mostly from the socially and
   educationally disadvantaged sections of the area.
3. Utmost care is taken to ensure that students are involved in
   all decision making processes at every stage. This has helped
   in better grooming of students as responsible citizens of

India, and in achieving the mission of quality education for one and all.

4. The Principal regularly holds consultation with faculty members and policy implementing committees to chalk out broad framework of action plan for different co-curricular and extra-curricular activities

5. Th IQAC and different policy-implementing committees, including the coordinators of various Cells/ Centers are entrusted with the task of preparing action-plans and for framing operational strategies.

6. All the Departments and different Cells/Centers/Committees enjoy full autonomy to plan and execute innovative academic and co-curricular practices with the basic purpose of reinforcing the culture of excellence. The best performing students in various activities are suitably rewarded.

| File Description | Documents |
| --- | --- |
| Paste link for additional information | https://www.rncollegehajipur.in/mvo.php |
| Upload any additional information | View File |

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

1. In order to infuse new ideas and to revitalize the organizational setup of the Institution, even the young teachers with proven creativity are entrusted with the responsibility of managing different Cells/Centers as Coordinators/ nodal officers.

2. The Statutory Committees such as the College Development/ Building Committee and the Purchase Committee, in consultation with the Heads of various departments and coordinators of different Cells/Centers, ensure policy-making, their implementation and monitoring.

3. The University invites senior faculty members to participate in the deliberations of the academic council, research council, examination board, etc.

4. Leadership training to students is sought to be provided through NSS and NCC activities such as social surveys and communities oriented works and through cultural programmes.

5. Faculty members are also encouraged and entrusted with special responsibility to coordinate and lead the activities of various Cells/ Centers.

6. All major administrative responsibilities - related to

finance, admission, examination,development & purchase, sports, library, seminar & publication etc.- are delegated to different committees.

7. Special committees are also constituted from time to time to carry out works of contingent nature.

8. Heads of the all Science departments are allowed to have Contingent fund at their disposal to meet the routine requirement.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.rncollegehajipur.in/naac.php?item=Organizational%20chart |
| Upload any additional information | View File |

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

1. The College, which has been granted the status of a 'Model College' by the Government of Bihar, is committed to achieving 'quality' in all aspects of academic activities.

2. Despite its location in a semi-urban area, the College has achieved some important milestones in academic, infrastructure and co-curricular spheres during the last five years: Approval and Constitution of NCC Unit, vibrant Cultural Committee, construction of a moderate sized Science Block, 10 KVA Solar Panel, renovation of Chemistry Lab, renovation of Recycle Point, Provision of Ground Water Recharg System and Soak Pits.

3. The IQAC is particularly entrusted with the task of developing and reviewing 'quality' parameters in tune with the norms of the state/central government and the UGC.

4. The Collegeprepares annually acomprehensive plan of development and diversification in the light of the State Government directives and RUSA requirements, which have been discussed and duly approved by the Statutory College Development Building Committee and implemented successfully.

5. The statutory bodies such as the College Development/Building Committee and the College Purchase Committee - having university representatives as members, an assistant engineer from the local government body as the technical expert and the principal as the chairperson - prepare and approve plans of development in consultation with Heads of different Departments / committees, and also decide on the mode of execution after getting the sanction of the university

| File Description | Documents |
|---|---|
| Strategic Plan and deployment documents on the website | **No File Uploaded** |
| Paste link for additional information | **Nil** |
| Upload any additional information | [View File](#) |

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

1. **Raj Narain College, Hajipur, being a constituent Unit, is administered by the rules/regulations and statutes of Bihar Government for administrative set up, appointment and service rules & procedures.**
2. **The overall planning and development of the College is done by the IQAC under the Chairmanship of the Principal of the College.**
3. **The Principal, being the academic and administrative head, supervises all the academic, research and extension activities.**
4. **The Bursar is responsible for all financial matters.**
5. **The Heads of the concerned Departments manage day-to-day administrative affairs of their departmentassisted by the administrative and support staff.**
6. **Admission Committee, Proctorial Board, Leave Sanction Committee, College Development/ Building Committee, and Sale/Purchase/Auction Committee ensure disposal of related works as per rules in an objective way.**
7. **The Statutory Bodies are constituted and meetings are conducted as per the UGC, MHRD, State Government and University guidelines.**
8. **The University nominates other academicians and experts in these Bodies to strengthen the functioning of the College.**
9. **The Non-statutory Bodies are constituted by the college to complement the functions of the Statutory Bodies.**
10. **The programmes, courses and activities are periodically evaluated by the College Administration and the reported to the appropriate bodies for guidelines and implementation.**

| File Description | Documents |
|---|---|
| Paste link for additional information | **Nil** |
| Link to Organogram of the institution webpage | [https://www.rncollegehajipur.in/naac.php?item=Organizational%20chart](https://www.rncollegehajipur.in/naac.php?item=Organizational%20chart) |
| Upload any additional information | [View File](#) |

| 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination | **B. Any 3 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

1. **'Marriage' and 'Medical' advances are granted to the needy employee out of a corpus fund maintained by the College.**
2. **'Festival' advance is also occasionally sanctioned by the College /University.**
3. **Teachers' Association and Non-Teaching Staff Association also generate voluntary fund for urgent welfare of the needy one.**
4. **The IV Grade employees are sanctioned periodically grants for winter dress (blazer).**

| 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**

`The provision is to implemented subject to the approval of College Development Committee.`

| 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) | **No File Uploaded** |

**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**

| 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) | <u>View File</u> |

**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**

| 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) | **No File Uploaded** |

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

1. **The College administration allocates responsible work and duties on the basis of an employee's appraisal of his/her performance.**
2. **The formal 'appraisal' is prepared and sent to the University at the time of promotion.**
3. **The College tries its best to record the performance and participation of the staff inall activities in the campus and on that basis, appraisal report of an employee is prepared at the time of promotion**

| 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

1. **Audit is conducted by the University on regular basis.**
2. **The College accounts (Income/ Expenditure), including all the development grants received from the UGC and the State Government, arealso audited by the Chartered Accountant and the audited Utilization Certificates are submitted to the concerned authority.**

| 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)

| 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) | **No File Uploaded** |

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

1. **Different Committees such as College Development/Building Committee and Purchase Committee ensure effective and efficient use of available resources.**
2. **The College administration has to seek the prior approval of these committees for making expenditure over and above Rs.50,000.**
3. **There is a Resource Mobilization Committee in the College which suggests ways of mobilizing resources, though the efforts get severely constrained due to economically underprivileged background of the majority of enrolled students.**
4. **Audit is conducted by the University on regular basis.**
5. **The College also gets audited by the Chartered Accountant all the development grants received from the UGC and the State Government, and the audited Utilization Certificates are submitted to the concerned authority.**
6. **The proceeds from the fee and sale of forms, in addition to development grants received from the UGC and the State Government, constitute the sources of Institutional receipts.**

7. As the 'salary component' is met by the State Government,there is no question of 'deficit'.
8. The Institution, keeping in view the requirements, prepares plans and estimates for different developmental projects (buildings, library, classrooms, new vocational courses, etc.) and submit the same to the relevant funding agencies for approval and financial assistance.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

## 6.5 - Internal Quality Assurance System

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

1. The IQAC has been established on 08/03/2011, which since then has been striving to achieve the minimum desirable level of quality in all aspects of teaching and learning by suggesting feasible steps/measures to be taken by the College administration.
2. The College administration, as a matter of principle, accepts almost all the suggestions/ recommendations of the IQAC, and in due course, majorityof these are implemented.
3. The IQAC has one Government Engineer from the Zila Parishad,, Hajipur and one lawyer as external members, who participate in the deliberations of its meeting and provide technical suggestions.
4. The Principal in the capacity of the chairperson of the IQAC ensures availability of an integrated framework for quality assurance as he also coordinates the activities of all the Departments, Committees, Cells and Centers in the College.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

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

1. The very establishment of the IQAC in the College and all its activities are on the lines of requirements of the University, the State Government, the UGC and of late,of those related to the NAAC.
2. On the basis of the recommendations of the IQAC, one computer training workshop for the staff, and another workshop on 'soft skills' development are organized on periodic basis.
3. The Principal in the capacity of the chairperson of the IQAC ensures availability of an integrated framework for quality assurance as he also coordinates the activities of all the Departments, Committees, Cells and Centers in the College.
4. There is a practice of preparing 'Monthly Progress Report' by each and every Department, which is used to monitor the academic (teaching and learning) activities in the College which is centrally reviewed by the Principal and suitable recommendations are provided for further improvements
5. The quality assurance policies in terms of minimum criteria for admission, required attendance in classrooms, preparing assignments (for PG semesters students) and participation in co-curricular and extra-curricular activities are communicated through:

- Prospectus,
- notices
- through Newspaper reportson major academic ,cultural events to be or being organized in the College.
- whatsApp groups of teachers, Non-teaching employees, and all years/ semesters of students
- college websites/ notices and Facebooks..

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

| 6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA) | C. Any 2 of the above |
|---|---|

| File Description | Documents |
|---|---|
| Paste web link of Annual reports of Institution | **Nil** |
| Upload e-copies of the accreditations and certifications | **No File Uploaded** |
| Upload any additional information | **No File Uploaded** |
| Upload details of Quality assurance initiatives of the institution (Data Template) | [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

**Annual Gender Sensitization Action Plan 2020-21**

1. **Gender Equity as part of overall Mission of providing inclusive quality education to educationally backward rural students, is one area distinctive to the vision and missionof Raj Narain College, Hajipur.**
2. **The Administration as well as the faculties of the College are committed to ensuring for female students an equal space and place in all College activities.**
3. **The College celebrates 'International Women's Day' and 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.**
4. **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.**
5. **With these objectives in mind, gender sensitization plan for the academic year 2020-2021 has been formulated with a strategic goal and action plan.**

01-03-2023 11:20:00

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | STRATEGIC GOALS ?Create gender sensitivity awareness among students and create positive values in support of women and their rights. ?Adopt an integrated and interdisciplinary approach to understand the social and cultural constructions of' gender' that shapes the experiences of women and men in society. ?Create an awareness about equality in law, social system and democratic activities. ?Maintain a discrimination & bias free Campus for female students so that they may pursue their education with confidence. ?Ensuring for female students a wider role in decision-making. ?To ensure a quick and prompt response mechanism to address gender-based discrimination & violence. ?Maintain gender equality in teaching and education systems through gender inclusive learning environment and awareness-raising activities. ?Provide facilities and infrastructure such as separate Common Room, toilets and sitting space for female students and staffs. |
| 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 | 1. CCTVs on the Campus for surveillance 2. Lady security guard on the main gate of the Campus 3. Separate Girls Common Room with Multiple toilets, Acquaguard water purifier 4. Sanitary napkin vending machine 5. Counseling Cell headed by a female faculty 6. Visit of lady doctor for health & hygiene related counseling |

| | |
|---|---|
| **7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment** | C. Any 2 of the above |

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

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

**Segregation of Wastes: Approximately 10 to 15 kg of solid waste is collected daily in the College. The waste is manually segregated into biodegradable and non-biodegradable waste. Solid Waste Management- Degradable Solid waste: Garbage segregation into wet and dry bins. Disposal of wet garbage from Canteen and Garden in the composting plant/ Recycle Point. Liquid waste management: Regular maintenance of water taps, drainage, Soak-Pits and water pipelines. Sewage is disposed safely in soak-pits designed for the purpose. e-Waste management : Standard guidelines followed for proper disposal of all kinds of e-waste. NRC and College Sale/Purchase/Auction Committee supervise 'e-waste' management and disposal. e-wastes (outdated computer monitors, printer cartridges, mouse, keyboards, UPS) are auctioned to authorised dealers. e-wastes like power Batteries are disposed back to the suppliers under buy back schemes. Network printers/ cloud-device to reduce the number of independent printers. Hazardous Chemicals and radioactive waste management:**

**Micro analysis technique in laboratories to minimize the use and reduce the wastage of chemicals. Neutralization process is also used to dilute the solutions. Softwares/ Simulation techniques to avoid use of hazardous chemicals. The laboratories in this College do not generate radioactive waste. eNon-degradable waste: "Saying No" to 'Single-use' Plastic items on the campus.**

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

| | |
|---|---|
| **7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks** | C. Any 2 of the above |

**and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | [View File](#) |
| Any other relevant information | [View File](#) |

## 7.1.5 - Green campus initiatives include

| **7.1.5.1 - The institutional initiatives for greening the campus are as follows:**<br><br>1. **Restricted entry of automobiles**<br>2. **Use of bicycles/ Battery-powered vehicles**<br>3. **Pedestrian-friendly pathways**<br>4. **Ban on use of plastic**<br>5. **Landscaping** | **B. Any 3 of the above** |
|---|---|

| 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** | **B. Any 3 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 | View File |

| | |
|---|---|
| **7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading** | **B. Any 3 of the above** |

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | View File |
| Policy documents and information brochures on the support to be provided | **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).

**R. N. college has one NSS wing whilean NCC unit is likely to be set up. The volunteers of NSS worked a lot during the covid-19 pandemic. They visited the neighbouring areas, teaching the people about the covid protocol, such use of masks, sanitizer, social distancing etc. NSS students prepared and distributed masks in their neighbouring**

community and sensitize people about the proper method of wearing it. They carried out many other awareness programmes and activities as mentioned below:Human Chain formation for promoting awareness on Jal Jeevan Hariyali mission of BIHAR GOVERMENT which aims at Climate sustenance, conservation and rejuvenation of water bodies, to keep water pollution free, maintaining ground water level, Climate resilient agriculture , energy conservation etc. Human Chain formation on Nasha Mukti Abiyan, Awareness drive against Dowry sysem and Child marriage Yoga and fitness awareness drive Environment day, Plantation Drive, Online Quiz competitionaimed at Mental Health and Well-being, participated inNational Webinar on 'Managing Mental Well- being'

| 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

The Administration as well as the faculties of the College are committed to ensuring for female students an equal space and place in all College 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.

1. Create gender sensitivity awareness among students and create positive values in support of women and their rights.
2. Adopt an integrated and interdisciplinary approach to understand the social and cultural constructions of' gender' that shapes the experiences of women and men in society.
3. Create an awareness about equality in law, social system and democratic activities.
4. Maintain a discrimination & bias free Campus for female students so that they may pursue their education with confidence.
5. Ensuring for female students a wider role in decision-making.

6. To ensure a quick and prompt response mechanism to address gender-based discrimination & violence.
7. Maintain gender equality in teaching and education systems through gender inclusive learning environment and awareness-raising activities.
8. Provide facilities and infrastructure such as separate Common Room, toilets and sitting space for female students and staffs.

| 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**

B. Any 3 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

This college celebratese very national and international day, festivals wtih cultural events and other role play activities . such

as Independence day, Repulic Day, Teachers Day , Engineers Day, different jayanties and many mores.

Human Chain formation for promoting awareness on "Jal Jeevan Hariyali mission" of BIHAR GOVERMENT which aims at Climate sustenance, conservation and rejuvenation of water bodies, to keep water pollution free, maintaining ground water level, Climate resilient agriculture , energy conservation etc. Human Chain formation on Nasha Mukti Abiyan, Awareness drive against Dowry system and Child marriage Yoga and fitness awareness drive Environment day, Plantation Drive, Online Quiz competition by Red ribbon club BSACS aimed at youth Health Dialogue participated in Blood donation camp Webinar on topic " Environment effect after and before Covid-19 disease in world and India"

| 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 | [View File](View File) |
| 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.

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 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.

Community Library for underprivileged children in the surrounding areas of R.N. College, Hajipur (Bihar).

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.

| 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

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. 1. Requisition is prepared on the basis of i. obtained feedbacks and, ii. the Annual Budget of Departments, compiled centrally at the College level. 2. The College administration convenes meeting of Statutory Committees i. College Purchase/Sale/ Auction Committee, and ii. College Buildings/Development Committee, which have also University Representatives as Members. 3. These Statutory Committees - College Purchase/Auction Committee and College Buildings/Development Committee- examine the relevance and estimates and approve the items/agenda grants. 4. 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. 5. 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.

| 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 devise techniques to enable innovations & improvements in the existing Teaching Learning & Evaluation process and measurement of Learning Outcomes.**

**2.Enhancement in Students Support Systems in academic, Administrative, co-curricular and extracurricular activities.**

**3.To facilitate desirable Research Environment with a view to encouraging Faculties and Students to undertake Research. 4. To encourage faculty to undertake Consultancy Assignments. 5. To encourage faculty to Organise Faculty Development / Improvement Programmes, National and International Conferences. 6. To pursue the University/ Government administration to approve of, and to provide the required financial assistance for, the construction of Administrative Block-cum-Multiutility Building/classrooms in place of existing dilapidated Administrative Block in the College. 7. To seek the approval of the College Development/Building Committee and the University for creating the facility of two additional Smart Classrooms, and one modern studio for creation of e-Contents. 8. To seek the approval of the College Development/Building Committee and the University for extending financial support to faculties for participating in National/International Seminars. 9. Strengthening online feedback mechanism for all stakeholders. 10. Applying for NBA ISO certification. Signing and strengthening of collaborations /MoUs 11. Encouraging Alumni participation in all academic activities.**

**12. Improvement in the placement opportunity for students**