Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**RAM DAYALU SINGH COLLEGE**
Name of the head of the Institution	**DR. AMITA SHARMA**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**0621-2272437**
Mobile no.	**9939160829**
Registered Email	**joinwithrdscollege@gmail.com**
Alternate Email	**naacrdscollege@gmail.com**
Address	**Ramdayalu Nagar , PO - Ramana**
City/Town	**Muzaffarpur**
State/UT	**Bihar**
Pincode	**842002**

2. Institutional Status

Affiliated / Constituent	**Constituent**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Ram Kumar**
Phone no/Alternate Phone no.	**06212272437**
Mobile no.	**9430013782**
Registered Email	**ram@brabu.edu.in**
Alternate Email	**ram1@brabu.edu.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.rdscollege.ac.in/uploaded/naac/AQAR_2016-17.pdf

4. Whether Academic Calendar prepared during the year	**No**

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B+**	**2.57**	**2013**	**05-Jan-2013**	**04-Jan-2018**

6. Date of Establishment of IQAC	**31-Mar-2011**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Proposal for increasing the departmental seminar	**04-Apr-2018** **1**	**12**
More ICT enabled class-rooms	**07-Sep-2018** **1**	**23**
To encourage the staff members to present paper(s)/attend conferenc	**19-Dec-2018** **1**	**37**

es/seminars/workshops and also make sure to arrange field visits/projects for students		

L::asset('/'),'public/').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'.$instdata->upload_special_status)}}

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View Link
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

To develop effective feedback system for better performance of teachers and students

To initiate Students'support activities

Encourage Faculty members to publish books and journals with ISBN number.

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

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Development Committee	14-May-2018

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

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

28-Feb-2018

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)

UMIS is operating

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Curriculum is effectively delivered through the Departments. Time table In-charge and library also play a major role in effective delivery of curriculum. Procedures followed The Syllabus of the institution is set by B.R.A.Bihar University. Calendar of events are prepared as per the University Academic schedule and the action plan for the department is planned accordingly. Annual Calendar of events is prepared taking into consideration of listed holidays. Calendar of events also consist of plan for Field projects, Internships and dissertations. Induction and orientation programmes are planned by respective departments in the beginning of the session to familiarize the students with the college environment as well as the course contents for newly inducted students for the concerned programmes. TimeTable & Calendar of Events Committee of the college prepares the Time table, The Committee prepares time table at Department level and class- wise as a grid structure. Work load of respective departments are distributed among the teachers by the Heads of the respective departments with consultation of all faculty members of the departments. The allotted topics are then delivered by the individual teacher by lectures,

tutorials, seminars and projects .

| 1.1.2 – Certificate/ Diploma Courses introduced during the academic year |

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
ONE YEAR CERTIFICATE OF CLINICAL PSYCHOLOGY	**Nil**	**04/01/2018**	**203**	**STUDENTS WILL WORK AS CLINICAL PSYCHOLOGIST**	**Nil**
ONE YEAR CERTIFICATE COURSE FAISHAN DESIGNING	**Nil**	**18/01/2018**	**204**	**FASHION DESIGANER**	**Nil**
SIX MONTH CERTIFICATE COURSE IN COMPUTER	**Nil**	**12/02/2018**	**120**	**Nil**	**COMPUTER OPERATOR IN DIFFERENT COMPANIES**

1.2 – Academic Flexibility

| 1.2.1 – New programmes/courses introduced during the academic year |

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

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

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

	Certificate	Diploma Course
Number of Students	**85**	**Nil**

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Three Month Computer Literacy Course	**04/01/2018**	**20**
English Language Lab	**19/02/2018**	**18**
SHORT TERM TRANSLATION SKILL COURSE	**08/01/2018**	**35**
THREE MONTHS PARAGRAPH WRITING	**18/01/2018**	**24**
[View Uploaded File](#)		

| 1.3.2 – Field Projects / Internships under taken during the year |

Project/Programme Title	Programme Specialization	No. of students enrolled for Field

		Projects / Internships	
MA	History	52	
MA	Geography	46	

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Feedback form/formats are designed for the stakeholders. This includes faculty feedback, alumina feedback, student feedbacketc. Faculty feedback from the students for the respective course is taken once in a year on various teaching/learning aspects and it is analysed by the HODs and corrective measures if any, are informed to the respective faculties for further improvements. Course exit feedback and program exit feedbacks are taken to analyse the understanding capability of the students. Feedback about the infrastructural facilities are taken from the final year students at the end of the program for improving the facilities, if any. The feedback so obtained is analysed for further improvement.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	ECONOMICS	241	211	161
BA	PSYCHOLOGY	230	169	107
BA	PHILOSOPHY	230	7	2
BA	HISTORY	461	304	215
BA	AIHC	230	7	2
BA	POLITICAL SCIENCE	461	130	52
BA	ENGLISH	230	233	98

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2.2 – Catering to Student Diversity

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

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

			teaching only UG courses	teaching only PG courses	
2017	4748	1530	53	46	53

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
53	27	24	18	4	8
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

The institute has an integrated mentoring system where the faculty acts as a link between the students. Mentors are assigned to monitor and guide students all through the years. Mentors also keep track of the mentee performance by continuous interaction with the industry guide and by the company. Mentors communicate with faculty and promote mentees at the time of in their areas of interest. The HODs (Head of the Department) of various Departments also act as a mentor. HOD Meets all mentors of his/her department for the reviewing of proper implementation of the system. Benefits : Enhances the students' confidence and challenges them by setting higher goals, taking risks and ultimately guiding them to achieve higher levels. Individual recognition and encouragement. Routine advice on balancing of academic and professional responsibilities.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
6278	53	1:118

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
99	53	46	7	47

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Nill	Nill	Nill
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				

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

Continuous Internal evaluation is a process by which one can assess whether the learning outcomes have been achieved or not. The internal evaluation process in our college starts from the commencement of the new session every year. Initially, students are evaluated on the basis of their classroom interactions and performances and are segregated into slow learners and fast learners to put them in different sections. Special assistance like remedial classes, counseling, tutorial classes and other help as needed is provided to slow learners to bridge the knowledge gap. A written test is organized to evaluate the outcome of these assistance programs and reforms are made in teaching-learning strategies if needed. Fast learners are also marked and they are encouraged by the faculty to take innovative projects and other competitive programs and activities organized by the college. Our college insists on extensive use of ICT so that student can learn and understand the subject better. Many short term courses like spoken English, phonetics and pronunciations, computer literacy, and Amanat Chakbandi are introduced. These courses act as add-on courses and are also used as a mode of assessment for students through a series of tests. Our University (B.R.A.Bihar University) has introduced the modalities of conducting continuous internal evaluation (CIE) at colleges for post-graduate degrees. Several reforms have been made in the credit score in the last five years based on the types of programs. In 2014 credit of internal assessment was increased from 20 to 30 by the University. Later in 2016, the credit score for practical papers was increased to 50. Each department prepares its own details on how to carry out the CIE for each paper as per the University guidelines. Students are evaluated on the basis of their punctuality, discipline, laboratory performance throughout their academic session. They are also evaluated on the basis of presentations made in seminars, for both power point and poster presentation. The assignment is a good way to develop perspectives and research about topics. While writing an assignment, students refer to various books, use scholarly articles and publications on the internet to get a better understanding of the subject. Power point and poster presentations are a robust way to explain and elaborate on various topics. University is also trying to made reforms in evaluation strategies for graduate-level programs. In 2014 they have introduced semester system for Bachelor in Business Administration (BBA) program, and from 2019-20 sessions, they are introducing the semester system in Bachelor in Computer Application (BCA) program as well.

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

R.D.S. College is a constituent unit of B.R.A.Bihar University, the academic calendar of the college is mainly based on the academic calendar provided by the University which is prepared as per the guideline of Governor's secretariat and Government of Bihar. On the basis of the University academic calendar, our college formulates its own academic calendar at the commencement of academic session every year. This includes all the planned activities related to college. For time-bound enforcement of academic calendar, different committees including both teaching and nonteaching members are constituted by the principal. These committees ensure the smooth functioning of all such activities. A centralized time table is prepared by the time table committee of the college and distributed to departments for timebound attainment of course outcome. Time schedule for theory and practical classes is based on a number of students, availability of space and infrastructural support, the section is formed for both theory and practical classes accordingly. On the basis of master time- table, head of departments with the help of faculty finalizes a

departmental time table in the departmental staff council meeting and the workload is distributed among the faculty. Such meetings are organized on a regular basis and progress of every faculty is reviewed. The examination committee of the college decides the scheduled dated for internal exams, mid exams, preparatory exams, sent up tests and dates for submission of marks of internal assessment in coordination with University exams. The cultural committee named VIRASAT looks after college annual day cultural program, various literary events like debate, quiz, extempore, speeches, Republic Day function, Independence Day, Mahatma Gandhi sahadat Diwas, Youth week, Saheed Diwas, Ram Dayalu Singh Jayantee, etc. College sports committee conduct indoor and outdoor sports competition on Annual sports day. These events are all as the pre-meditated calendar.

2.6 – Student Performance and Learning Outcomes

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

http://www.rdscollege.ac.in/uploaded/naac/2.6.1.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
EC	BA	ECONOMICS	69	53	77
EN	BA	ENGLISH	28	24	86
GY	BA	GEOGRAPHY	69	63	91
HN	BA	HINDI	7	5	71
HI	BA	HISTORY	96	89	93
PS	BA	POLITICAL SCIENCE	13	10	77
PY	BA	PSYCHOLOGY	55	46	84
SK	BA	SANSKRIT	1	1	100
UR	BA	URDU	1	1	100
AC	BCom	ACCOUNTS	506	476	94
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2.7 – Student Satisfaction Survey

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

http://rdscollege.ac.in/uploaded/naac/Final-Poster_Student_Satisfaction_Survey.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

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

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

Title of workshop/seminar	Name of the Dept.	Date
01	Department of Chemistry	29/11/2018

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

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

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

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

Name of the Department	Number of PhD's Awarded
English	1
Psychology	2
Chemistry	1
History	2
Physics	1
Economics	2

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Chemistry	1	2.1
International	Chemistry	1	3.1
National	Physics	1	6.9
National	Psychology	3	0
National	Philosophy	1	0
National	Economics	1	0
National	Economics	4	0
National	Geography	3	3.23
National	Mathematics	2	7.95
[View Uploaded File](#)			

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

Department	Number of Publication
Chemistry	1
Economics	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

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

Number of Faculty	International	National	State	Local
Presented papers	2	4	0	0
Attended/Seminars/Workshops	2	6	0	0

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Talk on Swachh Bharat	NSS RDS College	5	21
Kavaria Seva Shivir	Local Community	5	19
Collection of Money for Flood Relief	NSS RDS College	10	13
Orientation Class	NSS RDS College	8	29
Clean India Mission	NSS RDS College	5	24
Celebration of	NSS RDS College	11	41

NSS Day				
Seminar on Communal Harmony	NSS RDS College	14		123
World AIDS DAY	NSS RDS College	12		32
Youth Day Talk	NSS RDS College	10		47
Human Chain Against Dowry	NSS RDS College	11		13
[View File](#)				

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
120 HOURS VOLUNTEER CERTIFICATE	PARTICIPATION	N.S.S., B.R.A.B.U.	1
RELIF FUND COLLECTION PROGRAGRAM	PARTICIPATED	N.S.S., R.D.S	1
KAVARIYA SEVA SHIVIR	PARTICIPATED	N.S.S RDS	1
SEMMINAR ON SUFIJUM	PARTICIPTED	N.S.S RDS	1
HUMAN CHAIN FOR SHARB BANDI	PARTICIPATED	N.S.S RDS	1
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
	Uploaded	Nill	Nill	Nill
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3.5 – Collaborations

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

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant

On Job training	On Job Training	Ornate Labs Pvt Ltd, Industrial estat, Bela, Muzaffarpur, 842005	29/07/2018	28/08/2018	11
Skill development	Advance techniques of fish culture	Fisheries Training Extension Centre, Mutlupur Patna-800001	23/07/2018	02/08/2018	18
Fish Culture	Fish Culture	Central Bank of India Social uplifment Training Centre Central seli, Muzaff arpur-842001, Bihar Tel No-0621-2272 309, Email- dirmuza@cent ralbankco.in	19/04/2018	30/04/2018	27
Skill Development	Ornamental Aqua Culture	Ornamental Fisheries training and Research Institute, Village- Veerpura, Tehsil- Sarade, Dist - Udaipur, 313905, Rajasthan, India	Nill	Nill	07
Fisheries Post Harvest Technologies for on job training	Fisheries Post Harvest Technologies for on job training	National Institute of Fisheries Post Harvest technology Training	Nill	Nill	09
Fisheries Enterprenure ship Training	Uttar pradesh aquaculture development board	Uttar pradesh aquaculture development board	20/01/2018	11/04/2018	03
Advance techniques in aquaculture	Training	Central Bank of India samajik	19/04/2018	30/04/2018	26

| On Job Training | Recent advances in fresh water aquaculture | ICAR-Central Institute of freshwater aquaculture, Kausalyagang, Bhubneshwar-751002, Odisha | 26/11/2018 | 30/11/2018 | 02 |

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Muzaffarpur Botanical Research Institute, Muzaffarpur, Bihar	20/11/2017	Enhance catalyse the scientific knowledge and Practical skill of the students of PG Botany	12
Patanjali yog samiti, Muzaffarpur, Bihar	25/11/2017	Provide space to conduct Yoga Classes to the Students Staff Members	27
Ornate Lab Bela Industrial Area Muzaffarpur	12/02/2018	Knowledge and Practical Skill of the student	15

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
500000	547310

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh)	Newly Added

during the current year	
Classrooms with Wi-Fi OR LAN	Newly Added
Others	Newly Added
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
INFLIBNET, E Granthalay, ILMS	Partially	04	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	58700	58050000	102	75845	58802	58125845
e-Books	86	12800	27	13000	113	25800
Digital Database	Nill	Nill	Nill	Nill	0	0
CD & Video	54	7500	35	4200	89	11700
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	86	1	7	2	1	4	5	100	0
Added	12	1	3	1	0	5	12	100	0
Total	98	2	10	3	1	9	17	200	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
1227800	1087000	164426100	1146179

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

1) The campus maintenance is monitored through surveillance Cameras. 2) The college has committee that oversees the maintenance of buildings, classrooms and laboratories. 3) The committee is headed by the Principal who in turn monitors the work. The Principal who efficiently organizes the workforce, maintaining duty tiles containing details about their individual floor-wise responsibilities, timings, leave, etc. 4) The committee conducts periodic checks to ensure the efficiency / working condition of the infrastructure. 5) Adequate in-house staff is employed to meticulously maintain hygiene, cleanliness and infrastructure on the campus so as to provide a congenial learning environment. 6) Classrooms. Staffrooms, Seminar halls and Laboratories, etc. are cleaned and maintained regularly by non-teaching staff assigned for each floor. Wash rooms and rest rooms are well maintained. Dustbins are placed in every floor. 7) Optimum working condition of all properties and equipment in the campus is ensured through annual maintenance. The annual maintenance includes maintenance of Generator, CCTV cameras and Water Purifiers. 8) Apart from contract workers, the college has trained in-house electrician and computer technician 9) Staff maintain the efficiency of the college computers. 10) Every department maintains a stock register for the available equipments. Proper inspection is done and verification of stock takes place at the end of every year.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	POOR BOYS FUND	4	4737
Financial Support from Other Sources			
a) National	SCHOLORSHIP	272	282466
b)International	Nill	Nill	Nill
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
REMEDIAL COACHING	08/08/2017	47	RDS COLLEGE

CLASSES			
ENGLISH LANGUAGE LAB	12/07/2017	18	RDS COLLEGE
YOGA EVENT	25/07/2017	22	RDS COLLEGE
COMPUTER CLASSES FOR SKILL DEVELOPMENT	05/12/2018	60	VAISHALI EDUCATION TECHINAL SERVICES PVT LTD
[View File](#)			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2017	CAREER COUNCELLING CELL	24	12	27	20
2017	REMEDIAL COACHING CLASSES	27	23	8	8
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	30

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying

NET	2

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

Activity	Level	Number of Participants
Volleyball East Zone Inter University KIIT Bhubaneshwar	National	1
Chess East Zone Inter University KIIT Bhubaneshwar	National	1
Cricket Inter College KIIT Bhubaneshwar	National	1
AIIU Athletics Guntur A.P.	National	1
East Zone Table Tennis KIIT Bhubneshwar	National	1
Inter College Chess Open Trial	University	1
Cricket Inter College Open Trial	University	1
Inter College WUSHU Open Trial	University	1
Inter College Volleyball Open Trial	University	1
Inter College Table Tennis Tournament Mens Womens	University	2
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	Gold	National	1	Nill	Nill	Pankaj Kumar Pankaj
2017	Gold	National	1	Nill	Nill	Pankaj Kumar Pankaj
[View File](#)						

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

ONE MEMBER OF STUDENTS COUNCIL HAS BEEN NOMINATED AS IQAC MEMBER.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

5.4.2 – No. of enrolled Alumni:

20

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

20000

5.4.4 – Meetings/activities organized by Alumni Association :

TWO TIMES

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

College practices decentralization and participative management in its organization structure. The main functions of institution are classified into Administration Academics. Examination and Human Resources. The Principal is the head of the Institution and implements Vision, Mission along with Universitys and Governments regulations through organizational structure. The entire College ensures a system of participative mechanism in which decision making processes involves administration, staff(teaching and non-teaching).Entire functioning of the college activities is decentralized into various committees comprising coordinator and members from teaching and non-teaching staff. Decentralization: 1. Principal Implementation and monitoring of academic and administrative system to cater to vision and mission of the institute. 1.At departmental level-The Heads of the departments are directly responsible for coordinating all departmental academic programmes of the college. 3. Faculty Level: Faculty members are given representation in various committees/cells and allowed to conduct various programs to showcase their abilities. They are encouraged to develop leadership skills by being in charge of various academic, co-curricular, and extracurricular activities. They are given authority to conduct industrial tours and to have tied up with industry experts and appointed as coordinator and convener for organizing seminars/workshops/conferences etc. For effective implementation and improvement of the institute following committees are formed. Other units of the institute like sports, library, store etc. have operational autonomy under the guidance of the various committees/Coordinator Roles and responsibilities. 4. Committee level - Committees made for various purposes take decisions based on informed sources and feed back dicusses and recommends on the matter under its pervieew. The recommendation of the committees are implemented by the principal. The IQAC of the college is involved in developing a quality system for conscious, programmed action to improve the academic and administrative performance of the College Case Study: LIBRARY ADVISORY COMMITTEE depicting decentralization and Participative management practiced in the Institution. Committee structure: The committee consists of the following members: 1. Prof. In-charge Library 2. Librarian 3.Assistant Librarian 4. Faculty Representatives 5 Bursar Expenditure 6. Library Advisory Commutee in its meeting dated 10.03.2018, decided to procure INFLIBNET connectivity and develop E-Library facility in the Library in the interest of the students. The resolution was placed before the Principal cum Chairperson of the Committee, who agreed to place the proposal before Statutory Sale Purchase Auction Committee, in which one University Representative is also a member. The proposal placed in the meeting of sale purchase auction committee dated 08.10.2018 and approved,

membership of INFLIBNET was obtained. And the librarion with other members were authorized to proceed further in E-library.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	A Committee has been constituted at college level to access and evaluated the curriculum design. Further, the committee recommends the proposal to Academic Council of University.
Teaching and Learning	Teaching Learning has been enabled in the college with ICT technology.
Examination and Evaluation	All examinations evaluations are being done at University level in which teachers of the college are being participated.
Research and Development	Teachers are being engage in Research and Development.
Library, ICT and Physical Infrastructure / Instrumentation	RDS College Library is having INFLIBENT Connectivity and E-library.
Industry Interaction / Collaboration	Industrialist the member of IQAC and college is having collaboration with 4 organizations.
Admission of Students	The college management information system is being used for admission of students, which is completely transparent.

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

E-governace area	Details
Planning and Development	Planning and development plays an important role in enhancing the administrative and academic quality of education. The college has a well planned time table for a year which is displayed on the college notice board and college website. Each department has its own year wise informal whatsapp groups to stay connected with the students. Implementation of SMS systema and website uploads are in practice to circulate information among the students.
Administration	Admissions are done on online and notices are uploaded on the website for the benefit of its stakeholders. Implementation of SMS system and website uploads are in proactive to circulated information among the

	students. E-tendering method is also adopted for the purchase of equipment and any development woks. Student admission and accounts related documents are stored in soft copy
Finance and Accounts	The department of finance and accounts of the college is computerized with Wi-Fi connection. In order to maintain the financial transaction a reputed software Tally is used in the finance and account department. All the collection from students are made through the bank by voucher being issued. This voucher is being generated through the computers. For all the transaction made by the college soft copies as well as hard copies are preserved through the software. Fully equipped computerized mechanisms are follow to keep the tracks and reorder of the college. Claims for government grants and students scholarship is also received online. The salary payment of teaching and non teaching staff are made by online banking
Student Admission and Support	For a conventional course online admission is done. Candidates are required to fill the university form, cut off are displayed on the website and then college is allotted. Each application is processed and verified. The roaster of Government of India for admissions is strictly followed. Girl students are given reservation The college has a fully computerized admission management system i.e. College Management Information System. Admission in vocational courses and PG courses are also done online by filling the university centralized forms.
Examination	To keep the students updated with the examination dates year wise university exam schedules are uploaded on the college website.Combined written exams are conducted and results are displayed on the website

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	Dr. Neelam Kumari	Annual Conference of	2500	1500

| 2017 | Dr. Pradeep Kumar Choudhary | Hermodynamic Properties of Molecular Fluids, National Conference on condensed matter Physics at department of Physics | 5000 | 2000 |

No file uploaded.

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	ICT ENABLED TEACHING LEARNING PRACTICE	Nill	07/11/2017	09/11/2017	39	Nill
2018	Nill	COMPUTER LEARNING AND PRACTICESES	29/01/2018	30/01/2018	Nill	15

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Programme	1	06/01/2018	02/02/2018	21

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
44	5	43	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
SALARY, MEDICAL ADVANCE	SALARY, MEDICAL ADVANCE	POOR BOYS SCHOLORSHIP

AND QUARTERS	AND QUARTERS	

6.4 – Financial Management and Resource Mobilization

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

RDS College maintaining internal audit by the private character accountant after ending of each financial year. External audit are being done by the University auditors and auditor general, Bihar, Patna.

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

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

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	RDS COLLEGE AND UNIVERSITY
Administrative	Yes	TARA FOUNDATION, MUZAFFARPU	Yes	RDS COLLEGE

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

1. PARENT-TEACHER ASSOCIATION MEETING IS BEING DONE ONCE IN YEAR 2. FEEDBACK ARE BEING TAKEN 3. IT HELPS IN QUALITY MANAGEMENT.

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

1. STAFF QUATER ARE AVAILABLE . 2. GAMES AND SPORTS FACILITIES FOR STAFFS. 3. GYME IS AVAILABLE FOR STAFFS.

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

1. TO FOLLOW THE RECOMENDATION OF NAAC. 2. QUALITY ENHANCEMENT OF TEACHING LEARNING. 3. PROMOTION OF RESEARCH FACILITIES.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	PROMOTION OF RESEARCH	09/08/2017	09/08/2017	09/08/2017	26

2017	ENABLED ICT TEACHING LEARNING	20/09/2017	20/09/2017	20/09/2017	22
2017	QUALITY ENHANCEMENT OF TEACHERS	12/12/2017	12/12/2017	12/12/2017	23
2018	FEEDBACK MECHANISM	07/03/2018	07/03/2018	07/03/2018	27
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender Sensitization	10/05/2017	12/05/2017	28	12
Gender Equity Promotion	07/02/2018	09/02/2018	32	29

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

Percentage of power requirement of the University met by the renewable energy sources
Annual power requirement met by the renewable energy sources 6000KWH Total annual power requirement is 30000KWH

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	47

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	4	3	02/08/2017	2	Kanwaria Shivir	Community	42
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct	14/02/2018	Code of Conduct for Teachers Ram Dayalu Singh College prescribes the following code of conduct

for its faculty members. To overlook the code of conduct of teachers, a committee will also be created which will be undertaking the complaints and provide speedy redressal. 1. Professionalism and Integrity: • Teachers should demonstrate the highest standards of professionalism and integrity in all interactions with students, colleagues, and staff. • Uphold academic honesty and integrity in teaching, research, and scholarly activities. • Avoid conflicts of interest and maintain impartiality in grading, evaluation, and decision-making. 2. Respectful Behaviour: • Treat all students, colleagues, and staff with respect, dignity, and fairness, regardless of their background, identity, or beliefs. • Foster a classroom environment that is inclusive, supportive, and free from discrimination, harassment, or intimidation of any kind. 3. Effective Teaching Practices: • Commit to providing high-quality instruction that is engaging, relevant, and accessible to all students. • Respect diverse learning styles, backgrounds, and abilities, and accommodate students individual needs to the best of their ability. • Encourage open dialogue, critical thinking, and respectful debate in the classroom. 4. Professional Development: • Engage in ongoing professional development

to enhance teaching effectiveness, stay current with developments in their field, and continuously improve their skills and knowledge. • Participate in peer observation, feedback, and collaborative learning opportunities to exchange best practices and promote continuous improvement. 5. Confidentiality and Privacy: • Safeguard the confidentiality and privacy of student records, academic performance, and personal information in accordance with applicable laws and institutional policies. • Respect the confidentiality of sensitive discussions or disclosures made by students and maintain appropriate boundaries in teacher-student relationships. 6. Communication and Accessibility: • Maintain open and transparent communication with students, colleagues, and administrators regarding course expectations, assignments, and feedback. • Be accessible and approachable to students during designated office hours or through other communication channels to address questions, concerns, or academic support needs. 7. Professional Conduct Outside the Classroom: • Conduct themselves in a manner that upholds the reputation and values of the college, both on and off-campus. • Refrain from engaging in behavior that could discredit the college or undermine

trust in their professional role, including unethical conduct, criminal behavior, or violations of institutional policies. 8. Reporting and Responding to Concerns: • Promptly report any concerns or violations of the code of conduct to appropriate college authorities, including instances of discrimination, harassment, academic misconduct, or unethical behavior. • Cooperate fully with investigations and disciplinary processes initiated by the college in response to allegations of misconduct. 9. Adherence to Institutional Policies and Regulations: • Familiarize themselves with and adhere to all relevant college policies, regulations, and procedures governing academic affairs, student conduct, and faculty responsibilities. • Seek guidance from institutional resources or administrators when uncertain about the interpretation or application of policies. 10. Commitment to Equity and Inclusion • Promote diversity, equity, and inclusion in teaching practices, course materials, and classroom discussions to create a welcoming and supportive learning environment for all students. • Advocate for equitable treatment and opportunities for students from underrepresented groups and support initiatives that foster diversity and social justice within the college community. This

code of conduct should be communicated to all staff members upon hire and reinforced through training, orientation sessions, and regular reminders. It should also be periodically reviewed and updated to ensure its relevance and effectiveness in promoting a positive and productive work environment. Code of Conduct for Non-Teaching Staff Ram Dayalu Singh College prescribes the following code of conduct for its faculty members. To overlook the code of conduct of teachers, a committee has been created that undertakes the complaints and provides speedy redressal. 1. Professionalism and Integrity: • Staff members are expected to uphold the highest standards of professionalism and integrity in all interactions with students, colleagues, administrators, and the public. • Demonstrate honesty, accountability, and transparency in carrying out job responsibilities and adhering to institutional policies and regulations. 2. Respectful Behaviour: • Treat all individuals with respect, dignity, and fairness, regardless of their position, background, identity, or beliefs. • Foster a culture of inclusivity, diversity, and mutual respect within the college community, promoting a welcoming and supportive environment for everyone. 3. Confidentiality and

| | | Privacy: • Safeguard the confidentiality and privacy of student records, personnel information, and other sensitive data in accordance with applicable laws and institutional policies. • Refrain from disclosing confidential information or engaging in unauthorized access to confidential records without proper authorization. 4. Effective Communication: • Maintain clear, open, and respectful communication with colleagues, supervisors, and other stakeholders, both within and outside the college. • Ensure timely responses to inquiries, requests, and concerns, and collaborate effectively with others to achieve common goals and objectives. 5. Professional Development: • Engage in ongoing professional development activities to enhance job-related skills, knowledge, and competencies. • Take advantage of training opportunities, workshops, and resources provided by the college to stay current with best practices and emerging trends in their field. 6. Conflict Resolution: • Seek to resolve conflicts and disagreements constructively and professionally, utilizing appropriate channels for mediation, negotiation, or escalation when necessary. • Maintain a focus on finding mutually beneficial solutions that uphold the interests of the college and promote positive working |

relationships. 7. Workplace Safety and Health: • Take responsibility for ensuring a safe and healthy work environment by following safety protocols, procedures, and regulations established by the college. • Report any hazards, accidents, or incidents promptly to the appropriate authorities and cooperate with efforts to address and mitigate risks. 8. Ethical Conduct: • Conduct themselves with honesty, fairness, and integrity in all aspects of their work, avoiding conflicts of interest, favoritism, or unethical behaviour. • Refrain from engaging in activities or behaviours that could compromise the reputation or credibility of the college or harm its stakeholders. 9. Compliance with Policies and Regulations: • Familiarize themselves with and adhere to all relevant college policies, regulations, and procedures governing employment, conduct, and performance expectations. • Seek clarification or guidance from supervisors or human resources personnel when uncertain about the interpretation or application of policies. 10. Commitment to Institutional Mission and Values: • Align their actions and decisions with the mission, vision, and values of the college, contributing to its overall goals and objectives. • Demonstrate a commitment to excellence, innovation, and continuous

improvement in support of the colleges educational mission and strategic priorities. This code of conduct should be communicated to all staff members upon hire and reinforced through training, orientation sessions, and regular reminders. It should also be periodically reviewed and updated to ensure its relevance and effectiveness in promoting a positive and productive work environment. Code of Conduct for Students The Ram Dayalu Singh College administration takes steps for the better career building of students for which full cooperation from the students and their guardians is expected. The students admitted to this College are directed to abide by the following Rules /Regulations / General Code of Conduct. At the time of admission following code of conduct must be signed by the students: 1. Proper discipline has to be maintained within the College premises. 2. Students should be regular and punctual in attending Theory and Practical classes 3. She/he shall be regular and must complete his/her studies in college. 4. Students should strictly maintain silence in the Main Building Corridor. 5. 75 attendance in both Theory and Practical Classes is compulsory. 6. No student shall be allowed to appear in the University Examinations unless all her dues are cleared and she/he has declared 'SENT-UP' by the

departmental committee.

7. Any student found misbehaving or caught adopting unfair practices during examination is liable for immediate expulsion from the examination hall and proper action will be taken against such students as per the rules of BRA Bihar University. 8. It is necessary to switch off all the fans and lights after the class is over. 9. Use of polyethene inside the College Premises is prohibited. Throwing empty bottles on the campus is not permitted as the campus is a no-plastic zone. 10. Students should keep the College Campus clean 11. Don't waste drinking water. It is necessary to close the water tap after use 12. College furniture like chairs, desks, benches or podiums should not be removed from its proper place and not be made dirty. 13. It is mandatory for all students to take part in extracurricular and Co-curricular activities. 14. Bi-cycle, Scooter etc. shall be parked and locked only in the area provided for this purpose. 15. Ragging in any form is strictly prohibited. It is a punishable offence. Students involved in ragging may face expulsion from the college and university. Legal action may also be taken against them. Effected students may contact any member of the 'Students Grievance Redressal Cell' "Anti-Ragging Cell" regarding any complaints of

ragging. They must also submit a written complaint regarding the same at the earliest in the Principal's Office 16. The administration of the college reserves the right to change any Rules / Regulations and provisions given in the Display Board at short notice. 17. In the event, a student is forced to discontinue studies for any legitimate reason such a student may be relieved from the college subject to the written consent of the Principal. 18. As a result of such relief, the student shall be required to clear pending library dues. 19. The institute believes in promoting a safe and efficient climate by enforcing behavioral standards. All students must uphold academic integrity, respect all persons and their rights and property and the safety of others etc. 20. All students must deter from indulging in any and all forms of misconduct including partaking in any activity off-campus which can affect the college's interests and reputation substantially. The various form of misconduct include: a. Any act of discrimination (physical or verbal conduct) based on an individual's gender, caste, race, religion or religious beliefs, colour, region, language, disability, or sexual orientation, marital or family status, physical or mental disability, gender identity etc. b. Intentionally damaging or destroying college property or property of

other students and/or faculty members. c. Any disruptive activity in a class room or in an event sponsored by the college. Organizing meetings and processions without permission from the Institute is not allowed. d. 21. It is mandatory for the students to the Identity Card inside the Campus. Students unable to produce the identity card, issued by the college, or refusing to produce it on demand by campus security guards can be punished by the College authority. 22. Students are not allowed to accept membership of religious or terrorist groups banned by the Institute/Government of India. 23. Unauthorized possession, carrying or use of any weapon, missiles, explosives, or potential weapons, fireworks, contrary to law or policy is punishable offence. 24. Unauthorized possession or use of harmful chemicals and banned drugs is not permitted. 25. The campus is a no smoking zone and a tobacco free area hence smoking is treated as a punishable offence. 26. Possessing, consuming, distributing, selling of alcohol in the college campus is strictly banned. 27. Rash driving on the campus that may cause any inconvenience to others is treated as punishable offence. 28. Not disclosing a pre-existing health condition, either physical or psychological, which may cause hindrance to the academic progress. 29.

Theft or unauthorized access to others resources is liable to be punished by the administration of the college. 30. Misbehaviour at the time of student body elections or during any activity of the Institute. 31. Engaging in disorderly, lewd, or indecent conduct, including, but not limited to, creating unreasonable noise pushing and shoving inciting or participating in a riot or group disruption at the Institute. 32. Students should strictly maintain silence in the Main Building Corridor 33. Students are expected not to interact, on behalf of the Institute, with media representatives or invite media persons on to the campus without the permission of the Institute authorities. 34. In the event of the teachers/students attending/participating in any conference, permission must be sought from the Principal, highlighting the purpose of the visit. 35. Students are not permitted to either audio or video record lectures in class rooms or actions of other students, faculty, or staff without prior permission. 36. It is necessary to switch off all the fans and lights after the class is over. 37. Students are not permitted to provide audio and video clippings of any activity on the campus to media without prior permission. 38. Students are expected to use the social media carefully and

responsibly. They cannot post derogatory comments about other individuals from the Institute on the social media or indulging in any such related activities having grave ramifications on the reputation of the Institute. 39. Theft or abuse of the Institute computers and other electronic resources such as computer and electronic communications facilities, systems, and services which includes unauthorized entry 40. No form of plagiarism allowed. Plagiarism takes many forms viz. "passing off" another's paper as one's own, copying or paraphrasing substantial parts of another's work without due acknowledgement, and claiming credit for another's research.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
RAMDAYALU SMIRITI DIWAS	17/07/2017	Nil	34
REPUBLIC DAY CELEBRATION	26/01/2018	Nil	117
INDEPENDANCE DEAY CELEBRATION	15/08/2017	Nil	129
GANDHI JAYANTI	02/10/2017	Nil	68
No file uploaded.			

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

1 Pond Cleaning 2 Herbal gardening 3 Dust Bin use 4 Maintenance of Old Trees 5 Solid waste Management

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. To make the campus eco-friendly, the college maintains three ornamental gardens. We appreciate biodiversity through our herbal garden, conserve water through water harvesting, scientific biodegradable waste management through vermi – compost pit and two manuring pits (5 feet deep). The college has solar lights as initiatives for energy conservation and use of renewable energy. In the pipeline is a proposal to provide centralized air-conditioning in the college library through solar energy. 2. Title of the practice: - Commitment to Society Goals: a. To create the sense of belongingness towards the nation

amongst the student. b. To help the less advantageous sections of the society. c. To provide medical help to the needy residing in the slums in nearby areas. d. services to the kanwarias during Shravani Mela. The underlying principles or concepts: - The successful execution brings prosperity. These following activities related to community development are intended to bring both outward and inward grace to the society. Commitment to society is an attempt to bring about a social and economic transformation of the community structure through the efforts of our Institution. The main concept is on raising the standard of living of the citizens and in reconstructing the society. Various programme undertaken signifies active cooperation and involvement of the students and staff in formulating and executing their own plans and programmes.

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

https://www.rdscollege.ac.in/uploaded/naac/Best%20Practices_7.2.1_2017-18.pdf

7.3 – Institutional Distinctiveness

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

The distinctiveness of the college reflects in its capacity to supplement the needs of local community. College play a major role in fulfilling the aspirations of local population. It is back bone for social and physical/recreation activities of the people residing in the vicinity of the college. Their daily activities are heavily dependent upon college. However college has to pay for it in the form of high maintenance cost and damage to its infrastructural facilities. Free Education to women: Imparting free education for all girl students in line with the Bihar Government policy. Sawan mela During Sawan Mela thousands of piligrims kwown as Kanwarias come to the RDS College Campus. They spend Sunday night on this campus before embarking on the final part of their journey from Pahleja Ghat where they take holy water (Ganga Jal) from the holy river Ganges for Jalabhishek at Ghareeb Nath temple of Lord Shiva. Before taking part in the Jalabhishek in the fomous Ghareebnath Temple on Monday Morning the pilgrims spend the Sunday night here on this privileged campus singing bhajans for Devadhidev Shiv. The whole campus turns into a saffron village full of tent houses and saffron clad piligrims.The College provides them with logistic supports. Dozens of Toilets and other facilities are erected for the pilgrims. NSS unit of the college took part in Kanwaria Sewa Shivir. Play ground: Play Ground accessible to local community: The college allow residents of the town to access its large play ground for morning and evening walkers. Local youth and children have access to the sports facilities available in the college. It is worth mentioning here that there is no other play ground or park is available in the vicinity of the college.In the morning hundreds of people especially senior citizens use the ground.The college ground is a boon for the locales.In the evening people ranging from toddlers to octagenerians in the number of hundreds throng the campus for walking and playing. Regular Yoga and Meditation is practicised by the daily visitors. The pond of the college: Most pious festival of Bihar 'Chhat' is celebrated at the banks of the pond of the college. Thousand of devotees gather during two days rituals of Chhat Festival.The banks become the meeting points of the people to their near and dear ones' whocame all ac

Provide the weblink of the institution

https://www.rdscollege.ac.in/uploaded/naac/7.3.1_2017-18.pdf

8.Future Plans of Actions for Next Academic Year

1. Curriculam Framing. 2. Skill development Programme. 3. Research Promotion. 4. Library automation. 5. Campus Placement. 6. Seminar on IPR