



YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	R.C.A. Girls' (PG) College
• Name of the Head of the institution	Dr. PREETI JOHARI
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	05652972473
• Mobile no	9412777091
• Registered e-mail	rcamtr@gmail.com
• Alternate e-mail	joharipreeti911@gmail.com
• Address	Vrindavan Gate, Masani Tiraha
• City/Town	MATHURA
• State/UT	UTTAR PRADESH
• Pin Code	281003
2.Institutional status	
• Affiliated /Constituent	AFFILIATED
• Type of Institution	Women
• Location	Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	Dr. Bhimrao Ambedkar University, Agra (U.P.)				
• Name of the IQAC Coordinator	Dr. Bharati Sagar				
• Phone No.	05652972473				
• Alternate phone No.					
• Mobile	8218771680				
• IQAC e-mail address	rcamtr@gmail.com				
• Alternate Email address	bharatisagar01@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://assessmentonline.naac.gov.in/public/index.php/hei/generateAqar_PDF/MjI5MDM=				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://rcagirlscollege.ac.in/wp-content/uploads/2023/12/1Academic-Calendar-2022-23_Final.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C+	60.68	2006	02/02/2006	01/02/2011
Cycle 2	B+	2.59	2016	05/11/2016	04/11/2021
6.Date of Establishment of IQAC	10/02/2010				
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	NIL	
8.Whether composition of IQAC as per latest NAAC guidelines	Yes				
• Upload latest notification of formation of IQAC	View File				

9.No. of IQAC meetings held during the year	04	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> 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	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
1. Prepared AQAR of 2021-22.		
2. Organized following Faculty Development Programs during the session 2022-23- a.) One-day workshop on "Green Practices and Academic and Administrative Audit" on 14.03.23. b.) Guest Lecture on "Know Your Intellectual Property, Know Your Rights" on 10.04.23. c.) Online talk on NAAC and AQAR preparation on 18.07.23.		
3. To promote research and innovation amongst students, "Post-Graduate Research and Innovation Council" was formed on 06.01.23 under the guidance of IQAC.		
4. IQAC hosted a number of activities to create awareness about our culture and heritage under the "Heritage Year" celebrations as a part of Best Practice.		
5. IQAC conducted Academic and Administrative Audit (AAA) for the session 2022-23.		
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
<p>To organize Orientation program for the newly admitted students and their parents</p>	<p>On 14/07/2022 an Orientation program was conducted for the newly enrolled students and their parents to make them familiar with the courses, faculties, facilities and infrastructure of the institution.</p>
<p>To organize workshops/ induction program for the faculty members</p>	<ul style="list-style-type: none"> • An online talk was coordinated by the IQAC for the faculty members of the college on NAAC and AQAR preparation on 18.07.23. • A workshop was organized for the faculty members on 'Green Practices and Academic and Administrative Audit' on 14/03/23. • Dept. of Economics organized a guest lecture on 'Know your Intellectual Property, Know Your Rights' on 10/04/23.
<p>To conduct programs to spread and promote environmental consciousness and sustainable living</p>	<p>As a strong supporter and promoter of environmental consciousness, the college organizes a number of activities every year. Some of these activities organized during 2022-23 are listed below-</p> <ul style="list-style-type: none"> • On 26/07/2022, an awareness program was conducted to prohibit 'Single-use Plastic' in the college campus by the NSS units of the college. • 'World Tiger Day' was celebrated on 29/07/2022. • A Guest lecture was organized to spread awareness on 'International Ozone Day on' 16/09/2022. On the same day, a short film on the same subject was shown to the students. • On 19/09/2022 a Poster-making competition on 'Stop Pollution' was organized.

	<ul style="list-style-type: none"> • On 17/11/2022 a 'Best out of Waste' competition was organized in the college to promote sustainable and holistic living. • On 02/02/2023 a PPT and Speech competition was coordinated to mark 'World Wetland Day.' • On 10/02/2023, an essay competition was organized by the Nature Club on the topic, 'Bhartiya Sanskriti mein Paryavaran Sanrakshan ka Sandesh.' • A Nest making competition was organized to celebrate 'World Sparrow Day' on 20/03/2023. • 'World Water Day' was celebrated on 22/03/2023.
<p>To promote and foster nation-building attitude among students and celebrate days of National significance.</p>	<p>As a strong supporter of youth's role in the Nation-building, the institution promotes and organizes various activities on a regular basis.</p> <ul style="list-style-type: none"> • On 05/08/2022, a 'Desh-Bhakti Geet Pratiyogita' was organized. • 'Independence Day' was celebrated in the college on 15/08/2023. • A lecture was organized to celebrate 'Jatin Das Martyr's Day' on 13/09/2022. • On 02/10/2022 'Gandhi Jayanti' was celebrated. • A lecture was conducted on 'Janjatiya Diwas' on 15/11/2022 by UGC Committee and the Dept. of Sociology with Dr. A.K. Johari as the Key Speaker. • On 'Guru Teg Bahadur Shaheed Diwas', a seminar was organized on 16/11/2022 by the Department of Political Science.
<p>To carry out programs and activities to provide career-related guidance and counseling to the students</p>	<p>In order to equip the students with awareness regarding available career options and opportunities, the Career Counseling and Placement Cell of</p>

the college conducts various activities on a regular basis. The activities of the session 2022-2023 are as follows: • On 27/07/2022 a Career Awareness program in C.S. was conducted. • On 15/11/2022, a guest lecture on 'Career in Stenography' was organized for the students. • On 02/12/2022, a guest lecture on 'Career in Defence and Psychology' was organized. • On 28/02/2023 a guest lecture on 'Career in CS' was organized and an MOU with ICSI, Agra chapter was also signed on the occasion. • On 13/03/2023 a talk on 'Career in CS' was organized.

To organize programs to address the ideas of healthy and holistic living.

• On 01/08/2022 a program was conducted to mark 'World Breastfeeding Week'. During the said program the 'importance of first 1000 days in human's life' was discussed. • On 05/09/2022 a lecture on Balanced diet, Malnutrition, Anemia, etc. was organized to mark National Nutrition Week. • A guest lecture by Dr Preeti Garg on 'PCOD and Health' was conducted on 07/09/2022. • A program was organized on 16/10/2022 to celebrate 'World Food Day.' • On 07/12/2022 A Poster making competition was organized to spread awareness regarding Drug Abuse. • On 09/01/2023, a program was organized to mark Cancer Awareness. • 'Bhakti Yoga Society', Vrindavan, organized a seminar on 'Finding the lost happiness' on 12/01/2023. • A program was organized on the subject "Role of Yoga in Mental Stress (Tanaav mein yog ki

	<p>bhumika)" on 02/03/23. • To celebrate 'World Health Day' a Health check-up camp was organized on 06/04/2023 by the Dept of Home Science.</p>
<p>To carry out activities to foster the goals of gender equality and equity.</p>	<p>As a staunch upholder of one of UN's SDGs (Sustainable Development Goals), i.e. Gender Equality and Gender Equity, the college charts and carry out various activities on an annual basis. Some of them are listed below: • A speech competition was coordinated by the Dept of English to mark the 'International Day for the Eradication of Violence Against Women' on 25/11/2022. • On 24/01/23 a dance performance program was conducted to celebrate 'Balika Diwas.' • On 04/03/2023, a drama was conducted by the Women Cell of the college to commemorate 'International Women's Day.'</p>
<p>To promote knowledge regarding Indian culture and heritage (both at local and national level)</p>	<p>• On 13/07/2022, an online program was organized to mark 'Guru Purnima.' • A workshop on 'Saanjhi' was organized by the Dept of Drawing and Painting starting from 21/11/22 to 25/11/22. • On 23/11/2022 a competition on Folk Songs (Lok Geet) was conducted to mark 'World Heritage Week.' • A Folk Dance competition was organized on 25/11/2022 as a part of 'World Heritage Week' celebrations. • A 'Traditional Food Exhibition' was conducted by the Dept of Home Science (from 19/11/22-25/11/22) to celebrate the beginning of 'World Heritage Week.' • On</p>

	<p>26/11/22, the Dept of Drawing and Painting organized a student visit to the Mathura Museum. • On 02/12/22 an exhibition on 'Saanjhi and Poshaak' was set up in the college. • On 26/01/23 'Basant Panchami' was celebrated in the college. • On 09/02/23 a poster making competition was organized on the subject 'Vasudhaiva Kutumbakam'.</p>
<p>To celebrate days of international importance</p>	<p>• On 05/08/22 'World Tiger Day' was celebrated. • A short film was shown to mark 'World Ozone Day' on 16/09/22. • 'World Literacy Day' was celebrated on 08/09/22. • 'World Tourism Day' was observed on 27/09/22. • ON 15/10/22 'World Handwash Day' was observed in the college. • 'World Food Day' was celebrated on 16/10/22. • 'World Aids Day' was observed on 28/11/22. • A speech competition was held on 10/12/22 to commemorate 'International Human Rights Day.'</p>
<p>To organize various activities and programs to commemorate 75 Years of India's Independence, viz. 'Azaadi ka Amrit Mahotsav'</p>	<p>As a part of 'Azaadi ka Amrit Mahotsav' campaign of the Indian Government, the institution organized a number of activities to celebrate and honour important days, events and heroes of the Indian Freedom Struggle. Some of the activities organized as a part of this initiative during the session 2022-23 are listed below: • A program was organized on 08.08.22 to mark the memory of 'Quit India Movement.' • 'Kakori Diwas' was observed on 09.08.22. • As a part of 'Azaadi ka Amrit Mahotsav', an exhibition was</p>

organized on 'Tirange ka Safar' from 11.08.22 to 15.08.22 • 'Vibhajan Vibhishika Smriti Diwas' was observed on 14.08.22. • On 15.08.22 flag hoisting ceremony was organized to celebrate Independence Day. • 'Kargil Vijay Diwas' was celebrated on 26.07.22. • 'Madan Lal Dhingra Martyrs Day' was observed on 18.08.22. • A lecture was organized on 'Jatin Das Martyrs Day.' • An online lecture was conducted to mark 'Durga Bhabhi Diwas' on 15.10.22. • An oath taking ceremony and a Unity run were organized to celebrate 'Sardar Patel Jayanti' on 31.10.22. • An Essay Writing Competition was organized on 'Uda Devi Martyrs Day' on 16.11.22. • A speech was organized on 'Jatindra Nath Mukherjee Jayanti' on 7.12.22. • On 12.08.22 Nukkad Natak and Plantation Drive were organized by the NSS units of the college as a part of 'Azaadi ka Amrit Mahotsav' initiative.

To carry out extension activities and programs under NSS and Rangers units

• On 24/09/22 NSS Foundation Day was observed along with Tree Plantation Drive. • 'Gandhi Jayanti' and 'Lal Bahadur Shashtri Jayanti' were observed by the NSS units and Rangers units on 02/10/22. • NSS conducted 'Voters Awareness Day' on 25/01/23. • A program was organized by the NSS units on 25/01/23 as a part of 'Road Safety Month' campaign. • From 02-03 Feb, 2023 Rovers Rangers Samagam was attended by the Rangers units of the college at BSA College, Mathura. Our

	<p>students participated and won prizes in various competitions.</p> <ul style="list-style-type: none"> • A rally and essay writing competition were conducted to mark the end of 'Road Safety Month' on 04/02/23. • A seven-day camp from 11/03/23 to 17/03/23 was coordinated by the NSS units of the college. • From 20/03/23 to 24/03/23 Rangers pravesh and nipun shivir was organized. • A one-day camp was set up by the NSS units on 26/03/23. • On 25/04/23, a Blood Donation Camp was organized by the NSS units of the college.
<p>To organize activities to mark the Indian leadership of G-20 Summit</p>	<ul style="list-style-type: none"> • A lecture was organized on G-20 on 19.01.23 by the NSS units. • The department of English organized a quiz competition on 31.01.23. • On 03.02.23 an essay competition was held on the topic 'Vasudhaiva Kutumbakam' as a part of G-20 campaign. • On 04.02.23 the department of Sociology organized a poster competition as a part of G-20 celebrations. • On 09.02.23 the department of Drawing and Painting organized a poster competition to mark Indian leadership of G-20. • Science faculty organized a quiz competition on 28/02/23 to celebrate 'National Science Day' and to mark the Indian leadership of G-20 Summit.
<p>To provide platform for the display of creative, artistic, and literary talents in the students by organising various departmental activities and competitions.</p>	<p>The institution firmly believes in the overall and holistic development of its students. In order to achieve this various departments of the college keep organizing and conducting</p>

activities focusing on their creative and literary talents.

Some of them are as stated below:

- The Dept. of Hindi organized an essay competition on 11/08/22.
- On 10/09/22 an essay writing competition was held by the Dept of Hindi.
- A poetry recitation competition was organized on 13/09/22 by the Dept of Hindi.
- A speech competition was conducted on 14/09/22 on the subject 'Matrabhasha and Sanskriti.'
- The Dept of Drawing and Painting organized a poster competition on 19/09/22 on the subject, 'Stop Pollution.'
- On 20/09/22 Dept of Music organized a dance competition.
- 'Aashu Bhashan pratiyogita' was organized by the Dept of Hindi as a part of 'Talent Hunt Competition' on 21/09/22.
- On 21/10/22 The Dept of English organized a 'Meet the Author' program to celebrate Mrs. Bhavya Agrawal's literary debut 'Resetting Households.'
- Sanskrit Dept conducted an essay writing competition on 16/11/22.
- Essay competitions were organized by the Dept. of Hindi and English on 05/12/22.
- On 22/12/22 a speech competition on famous mathematician 'Shri Ramanujan' was organized to mark 'National Mathematics Day.'
- The Dept of Political Science organized a poetry recitation competition on 24/12/22 to mark 'Atal Bihari Bajpeyi Jayanti.'
- An online quiz competition was organized by the Dept. of Political Science on 25/12/22.
- The Dept. of Hindi conducted a general knowledge quiz

competition on 07/01/23. • On 28/01/23 the annual Inter-collegiate competitions were organized in the college in which competitions like singing, dancing, painting, essay, debate and speech were held. • On 31/01/23 The Dept of Sociology organized a poster competition.

- The dept of Sociology conducted a group discussion on 02/02/23 on the topic, 'Kya Vivaah Sanstha Chunauti ke daur se guzar rahi hai?'
- On 04/02/23 Dept of Sociology organized a poster competition.
- Dept of Drawing and Painting organized a poster competition on 09/02/23.
- A Botanical Excursion was conducted for the students of the Science faculty on 28/03/2023.
- Dept of Sanskrit organized a poetry recitation program on the death anniversary of 'Mangal Pandey' on 08/04/23.

To promote and motivate our students in the field of sports

With the mission of providing our students with facilities to excel in the field of sports and games, the Dept of Physical Education keeps on conducting a number of activities on an annual basis. • Annual Sports Meet was organized by the Dept of Physical Education from 07/02/23 to 09/02/23. • On 08/02/23 sports activities were organized for the students and non-teaching staff of the college. • On 09/02/23 Annual Sports were organized for the Teaching Staff. • Students from the Physical Education Department participated in University, District, State, and

	National-level sports competitions and won gold, silver, and bronze medals.
To further and support our students in the direction of research.	Keeping in tandem with the growing interest in research and innovation, our institution has a student council working to achieve these ends. • On 06/01/23 Post Graduate Research and Innovation Council of the college was duly constituted by a systematic election of its office bearers. • On 07/01/23 a group discussion was organized by the council on the topic, 'Shree Krishna Janmabhoomi-Eidgaah Vivaad: Ek Naagrik Pahal.' • A group discussion on Banke Bihari Mandir Corridor was organized by the council on 23/01/23.
To get AA Audit done for the previous three sessions, i.e. 2019-20, 2020-21, 2021-22	For a better self-assessment and therefore progression, a well-structured and complete audit of documentation is a necessary step. In order to attain this, the IQAC committee of the institution collected data of the previous three academic sessions, i.e. 2019-2020, 2020-21, and 2021-22. The collected data was audited by a committee of three members. • The IQAC also coordinated a one-day Workshop on 'Green Practices and Academic and Administrative Audit' on 14/03/2023. All the faculty members of the organizing institution as well as faculty members of various colleges of Mathura attended this workshop.
To work for the installation of Smart Classrooms, Commerce Lab,	• The institution has been making sincere and persistent

Solar Panels and Rain Water Harvesting, etc.	effort in the direction of installation of Smart Classrooms, Commerce Lab, Solar Panels and Rain Water Harvesting, etc.				
To organize convocation for distributing degrees and medals to the students of session 2015-2021, sent by the University during the last session.	<ul style="list-style-type: none"> A Convocation ceremony was organized by the institution on 30/09/2022 to distribute degrees and medals to the meritorious students of session 2015-2021. The ceremony was presided by Prof. G.C. Saxena, Former VC, DBRAU, Agra and Prof. Roshan Lal, Governor's Nominee, Executive Council, DBRAU was the special guest. 				
13. Whether the AQAR was placed before statutory body?	Yes				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>IQAC</td> <td>17/02/2023</td> </tr> </tbody> </table>		Name	Date of meeting(s)	IQAC	17/02/2023
Name	Date of meeting(s)				
IQAC	17/02/2023				
14. Whether institutional data submitted to AISHE					
<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>2021-22</td> <td>13/02/2023</td> </tr> </tbody> </table>		Year	Date of Submission	2021-22	13/02/2023
Year	Date of Submission				
2021-22	13/02/2023				
15. Multidisciplinary / interdisciplinary					
<p>To fulfill the directions/requirements of NEP 2020, the institution has implemented multidisciplinary/ interdisciplinary courses both at Graduate as well Postgraduate level. The students study the subjects from at least two faculties as their Major and Minor courses. Thus, since the implementation of NEP 2020, the institution has been striving towards creating an enriching and enabling ecosystem in which students are directed towards multidisciplinary/interdisciplinary education. Subsequently, there is mandatory course one in each semester from Humanities/Social Sciences/Environmental Science/Human Values/Health Science and Computer Science. Aligned with the mandates/directions and</p>					

objectives chalked out in NEP 2020, all the courses introduced at the Graduate and Postgraduate level are credit-based with the facility of multiple entry and exits.

16.Academic bank of credits (ABC):

The State Level Academic Bank of Credits, ABACUS-UP, is a breakthrough initiative introduced by the Uttar Pradesh Government on the lines of the National Academic Depository (NAD). The institution has registered on the aforesaid portal in order to facilitate the enrolled students with multiple entries and exists during their chosen program. Further, the entire evaluation and assessment process is in accordance with Choice Based Credit System. Besides these, faculties are encouraged to revise and enhance their teaching methods and pedagogies. The uploading of the data of the students and faculty on ABACUS portal is under process.

17.Skill development:

In order to promote the upward mobility of students and to bridge the academia-industry gap, our institution has introduced a number of skill development courses in the form of electives and vocational courses. Upholding the vision of NEP-2020 in both letter and spirit, the institution has made various efforts to integrate traditional learning with a focus on skill development. The students have an option to choose between- a.) Proficiency in English Speaking, b.) MS Office and Internet, c.) Self Employed Tailor, d.) Yoga Instructor, e.) Computer Office Management, f.) Financial Accounting and Tally, and g.) Digital Marketing, h.) Technology Advancement Bootcamp, etc. Such a wide range of vocational and skill development courses have surely helped in merging scientific temperament with universal values in the students. With the introduction of Vocational courses like- Proficiency in English Speaking and Business English Communication, ample emphasis has been made on the development of soft skills among students. Moreover, all these courses have been approved by the University.

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

The institution has been continuously striving to incorporate Indian knowledge and tradition into the mainstream curriculum. As an exhibition of the institution's deep integrity and commitment towards the preservation and promotion of our rich cultural and linguistic heritage, the faculties are encouraged to teach using bilingual mode. Department of Hindi celebrates 'Hindi Saptaah' every year with the organization of various literary and artistic activities to make the students aware of their rich linguistic

heritage. In the session 2022-23, Department of Drawing and Painting coordinated a workshop on 'Saanjhi' from 2/11/22 to 15/11/22. Subsequently, as a part of 'World Heritage Week' celebrations, which was marked from 19/11/11 to 25/11/22, the Department of Home Science organized a 'Traditional Food Exhibition' on 19/11/22 Further, the celebrations of National festivals and birth anniversaries of eminent historical and literary figures by the institution helps in disseminating the wisdom of Indian Knowledge system.

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

The objectives laid out regarding Outcome based education in NEP 2020 are- Competency, Standard, Benchmarks, and Attainment of targets. As our institution does not enjoy the freedom of designing the curriculum being an affiliated body of DBRAU, Agra, the emphasis is made on a better implementation of the curriculum. All the programs at both Graduate and Postgraduate level have their clearly specified Course Outcomes. The faculty members are encouraged to incorporate a variety of approaches in teaching-learning process like- classroom lectures, seminars, workshops/practical and project-based learning. All the courses are designed and disseminated in ways as to nurture and strengthen not only domain specific knowledge among the students but also develop their cognitive, logical, social, and moral competency.

20.Distance education/online education:

Understanding the significance of online and digital education, the institution has been continuously making progress in incorporating online education in its teaching-learning infrastructure. Faculty members as well as students are encouraged to blend traditional classroom learning with online education. Faculty members have been conducting online classes along with classroom lectures to spread and promote digital education. Teachers use online platforms like- Google Meet, Zoom, Whatsapp, and Google Classroom as part of blended teaching methods. In the session 2022-2023 some competitions and lectures were conducted using online mode. Such innovative pedagogies in the teaching-learning process have surely helped in providing an enriching and augmented multidisciplinary learning experience to the students.

Extended Profile

1.Programme

1.1 305

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	View File

2.Student

2.1 1025

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 2152

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

File Description	Documents
Data Template	View File

2.3 327

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 35

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 38

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	305
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1025
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	2152
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	327
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	35
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	38
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	22
Total number of Classrooms and Seminar halls	
4.2	49.95
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	20
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college does not have the liberty to develop its own curriculum. It only implements the university curriculum in strict accordance with existing rules and norms. The curriculum is designed by Dr B.R. Ambedkar University, Agra. The college always ensures the effective curriculum delivery by preparing its own academic calendar at the beginning of every academic year in accordance with university curriculum and notifications. Academic Planner has been introduced from the session 2022-23 to make the documentation more concrete and transparent. Accordingly, each faculty of the college prepares its own teaching plan, and conduct classes and other academic and co-curricular activities, such as class tests, quizzes, assignments, dissertation, practicals, group discussions, workshops, competitions and guest lecturers etc. According to the timetable and academic calendar, the teaching plan includes topics to be taught, remedial classes, revision, practicals and assessment plan as per the permitted time schedule. Timetable is prepared by timetable committee every academic year.

After approval of the principal, it is circulated to all faculty members and displayed on notice board for students. The faculties have all sort of support and freedom to deliver the curriculum in time.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://rcagirlscollege.ac.in/wp-content/uploads/2023/12/1Academic-Calendar-2022-23_Final.pdf

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

As per University's, curriculum, a committee of senior faculty members of the college prepares Academic Calendar every year which is implemented with the approval of the principal. In the Academic Calendar, the activities of the college for the whole session are planned and an attempt is made to follow it except for unavoidable circumstances. For a better and effective implementation of the Internal Assessment Process, Examination Committee is formed at the college level. Pre-University Examinations were conducted for B.A. III and M.A. from 11.02.2023 to 21.02.2023. Mid-term examinations were organised from 10.12.22 to 20.12.22 for I semester students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://rcagirlscollege.ac.in/wp-content/uploads/2023/12/1Academic-Calendar-2022-23_Final.pdf

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

A. All of the above

**of Curriculum for Add on/ certificate/
Diploma Courses Assessment /evaluation
process of the affiliating University**

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

09

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)

09

File Description	Documents
Any additional information	View File
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

747

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

The contents of the curriculum prescribed by the university for various programmes include the foresaid crosscutting issues such as human values, professional ethics, gender, environment, and sustainability, which are taught by the teachers in their respective classes. Few courses including such issues are -

1. Gender Sensitivity, B.A. I Sem (Pol. Sci.)
2. Government and Business Environment (M. Com Final Gr.- A)
3. Social Justice and Women Environment, Paper III, M.A. VIII Sem (Pol. Sci.)
4. Social Research Methods and Techniques, Paper II, M.A. VII Sem. (Sociology)

Besides this, all such issues are addressed through the activities organised by different departments as well as Women Cell, Grievance Redressal Cell, Eco Club and NSS and Rangers units of the college. These Cells organize different activities like Health Check-up Camps, Awareness Drives, Personality Development Programmes, Blood Donation Camps, Guests Lecture on topics related to professional ethics and human values etc. Important International & National Days and National Festivals are celebrated with full enthusiasm and the students are made aware of the importance of such days. Regular college assembly is also a platform through which talks/ lectures are delivered by different staff members and guests on Human Values and Ethics and the great personalities of our nation on the specific days related to their birth, death, or special achievements.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

13

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

329

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

B. Any 3 of the above

from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://rcagirlscollege.ac.in/wp-content/uploads/2024/02/Student-Satisfaction-Survey-2022-23.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

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	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1025

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

570

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

2.2 - Catering to Student Diversity

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

The institution takes every possible measure to assess the learning level of each student. There exists a mentoring system in the college to track each students' performance and distinctiveness. Faculty members and mentors identify the slow learners and advanced learners by conducting activities such as quizzes, class tests, assignments, competitions, etc. The institution organizes Pre-University / mid-term examinations to identify the slow and advanced learners in their respective subjects. After the examination, the college organizes Parents-Teacher Association (PTA) meet to give necessary guidance and suggestions to parents and students. In the academic session 2022-23, a PTA meet was held on 25.02.23 after Mid-term exams (10/12/22-20/12/22) and Pre-university exams (14/02/23-21/02/23).

The institution undertakes the following initiatives for slow and advanced learners

For Slow Learners - 1. Guidance and counselling from subject teachers and mentors. 2. Extra classes, remedial and personal guidance by subject teachers. 3. Teachers also share e-resources and notes with slow learners.

For Advanced Learners - 1. Regularly encourage to participate in curricular, co-curricular activities of their interests. 2. Provide opportunities to have their representation in IQAC, student council, and other college activities. 3. Provide guidance for competitive exams. 4. Share extra learning material and e-links for some advanced level topics.

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
1025	35

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

A congenial learning environment is created in classes to motivate critical thinking among students. Departmental meetings are held regularly for latest updates. Guest lectures and practical demonstrations are organized for sharing the experiences of experts. To ensure the holistic development of students and facilitate learning, faculties are encouraged to employ varied teaching methods ranging from flipped classroom to blended learning, from problem-solving exercises to project works. Ample emphasis is given on developing soft and communication skills of the students. The organisation of education tours and visits by various departments, the organisation of Guest Lectures, Quizzes, Group Discussions, Project work etc. are a reflection of our faculties' commitment to adopt a more nuanced approach to student-centric teaching-learning process. Added to this, students are encouraged to acquire and develop problem-solving skills, to participate in various activities and competitions at intra and inter- college level.

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

With the advent and rise of digital education, it has become necessary to adopt and combine traditional teaching-learning methods with technological tools. The post-pandemic era has brought a remarkable transformation in the sphere of teaching and learning. Taking a cue from this, the college has also stressed on increasing the use of Information and Communication Technology (ICT) in classrooms. Faculty members use online platforms like Zoom and Google Meet to conduct classes. As a step in the same direction, Google Classroom was used for B.A. I Sem students to provide notes, to give assignments and for evaluation. Online programs like- Guest lecture on 'Bhartiya Bhasha Diwas' (11/12/22), Quiz Competition on the 'Birth Anniversary of Atal Bihari Vajpayee' (25/12/22), etc. are a step towards the adoption and assimilation of ICT tools in traditional methods of teaching and learning. Added to these, faculties make use of various Open Educational Resources (OERs) in imparting knowledge on different subjects.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

35

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

35

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**

23

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**

302

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.

The subject teachers monitor the performance of the students (slow/ advanced learners) and motivate them to perform better. Home assignments, class interactions, class tests, quizzes and paper presentations are used as tools for the continuous evaluation of students. At the institutional level Pre-University examination and Mid-Term Examinations are conducted every academic year as per the Academic Calendar. These examinations are conducted strictly in accordance with the university pattern and procedure maintaining complete transparency and confidentiality. Answer sheets are evaluated and shown to students. This enables the students to assess their preparation before final university examinations and improve accordingly. The parents are also informed about the performance of their wards. University examinations are conducted as per the norms and regulations of Dr B.R. Ambedkar University, Agra. Many faculty members also participate in the central evaluation of answer sheets at Dr B.R. Ambedkar University campus, Agra. Grievances related to university were forwarded to the Controller of Examination, DBRAU, Agra for appropriate action and resolution.

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

The Student Grievance Redressal Cell deals with grievances related to examination or any other problem faced by the students. After the declaration of results of Pre-University/ mid-term examination and tests, notice is pasted on notice board for students so that they may come up with any grievance about internal assessment and evaluation process. Students can raise the issue to Grievance Redressal Cell by submitting an application to the cell or to Principal, who sends it to the cell for redressal. The student Grievance Redressal Cell works promptly with absolute transparency to address the grievances of the students. Issues are immediately conveyed to concerned Head of the departments or subject teachers. However, in the academic session 2022-23, no grievance related to tests and internal evaluation was received by the Grievance Redressal Cell of the college.

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 college provides undergraduate courses for Arts, Science and Commerce streams and post graduate courses for Arts and Commerce. Norms and procedures related to programmes and course outcome are well stated in college prospectus and on Dr B.R.A. University website to which the College is affiliated. The University updates the College with important information regarding question paper pattern and evaluation through notices/ e-mails. The College conveys all the relevant information to faculty and students through regular notices and during the assembly announcements by the principal or senior faculty. Moreover, in the beginning of the session, the College organizes orientation programme for newly admitted students and their parents in which the principal and concerned faculty share details about various courses, programmes offered by the College and their outcome. An orientation programme for the newly admitted students was organised on 14.07.22 in which they were apprised of the objective and expected outcomes of their specific programmes as well as with the course structure and assessment strategy for each programme.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://dbrau.ac.in/national-education-policy-2020-nep-2020/
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.

Attainment of programme and course outcomes are completely based on students' previous year academic performance in annual university examination. Attainment level is measured in terms of actual percentage of students getting a required percentage of

marks in every paper. The students who scored the minimum passing marks in all subjects are promoted to next level/ class. If a student fails to obtain the minimum passing marks in any one subject, she can appear in the Re-examination organized by the University to achieve passing marks for next level course. The outcomes are thus measured on the basis of individual marks obtained by a student against the maximum marks. As per Dr B.R.A. University norms, students of Undergraduate programmes have to obtain minimum 35 percent marks in each subject. Students of post graduate courses need to obtain at least 36 percent marks for promotion to the next level. The university exams for annual pattern (UG-III yr. and PG II yr.) and those for Even Sem (UG II and IV Sem and PG II Sem) were delayed as per university schedule and all the results were not out till the writing of this report. Hence, the record of course and program outcome for the session 2022-23 is under preparation.

File Description	Documents
Upload any additional information	View File
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

294

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://rcagirlscollege.ac.in/wp-content/uploads/2024/02/Student-Satisfaction-Survey-2022-23.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

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

03

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	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

During the last few years, the College has been focusing upon introducing innovative methods and creating an atmosphere to support new ideas for transfer of knowledge among students. The purpose is to promote creative thinking among the teachers and students and encourage talks and workshops related to innovative teaching and learning. Listed below are some of the activities that were organised during the academic session 2022-23 for a better and smooth exchange of knowledge among faculties and students-

- IQAC committee coordinated an online talk for the faculty members on NAAC and AQAR preparation.
- Dept of Economics organized a guest lecture on 'Know your Intellectual Property, Know Your Rights' on 10/04/23.
- Guest lecture on 'Career in Stenography' was organized.
- Guest lecture on 'Career in Defence and Psychology' was organized.

Subsequently, both virtual and offline activities on a variety of subjects ranging from essay-writing to poster-making to a workshop on 'Saanjhi', etc. were organized for inculcating and fostering creative thinking among students.

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

03

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
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

03

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

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

06

File Description	Documents
Any additional information	View File
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

02

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

Under the two units of the National Service Scheme (N.S.S.) and a Rangers unit, the college conducts extension activities in the surrounding areas of the college. The N.S.S. units have adopted a village in neighbouring backward areas. Extension activities make students aware of their duties to the community, society and nation. N.S.S. Programme Officers and Rangers' leaders organize the activities of self-help, community help, awareness programme, etc in the college and nearby rural & backward areas. As a result, the students who participate and get involved in such extension activities develop their leadership qualities and problem-solving skill and become more sensitive towards the marginalized section of society.

In the academic session 2022-23 N.S.S. units of the institution carried out the following activities-

- On 24/09/22 NSS units organized a 'Tree Plantation Drive.'
- NSS conducted 'Voters Awareness Day' on 25/01/23.
- A program was organized by the NSS units on 25/01/23 as a part of 'Road Safety Month' campaign.
- A rally and essay writing competition were conducted to mark the end of 'Road Safety Month' on 04/02/23.
- On 25/04/23, a Blood Donation Camp was organized by the NSS units of the college.

File Description	Documents
Paste link for additional information	https://rcagirlscollege.ac.in/wp-content/uploads/2024/02/3.4.1-Links.pdf
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

0

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

15

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

200

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)	View File

3.5 - Collaboration

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

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

0

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

10

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	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The College is adequately equipped with the following infrastructure and physical facilities to ensure a vibrant and viable teaching-learning environment.

1. Well-furnished and thoroughly ventilated classrooms with proper seating arrangement, whiteboards, lights, and fans.
2. 09 laboratories with adequate stock of necessary equipment.
3. A well-furnished common staff room with proper seating arrangements attached with the washroom, lights, fans, refrigerator and C.C.T.V. camera. The common staff room is also used as the Control Room during all examinations.
4. A rich library exists in the college with a huge collection of textbooks, reference books, C.D., and videos. It has two reading sections one for students and another for faculty. Also, there is an E-library section having C.Ds. videos and 02 computers with internet facility to ensure accessibility of e-material.
5. A conference hall equipped with a projector, LCD, ACs, and Wi-Fi connectivity is also available.
6. Computing Equipment -
 - Drawing & Painting Department with 01 PC and 01 Printer.
 - Administrative Block with 03 computers and Wi-Fi access.
 - Library with 02 computers.
 - Computer Lab/Language Lab with 25 computers is functional in

the campus where students are trained in soft skills and Phonetics.

File Description	Documents
Upload any additional information	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.

Facilities for Cultural Activities

The College promulgates cultural and sports activities with ardent enthusiasm. The cultural activities are performed in a spacious, well-ventilated auditorium having approximately 500 seats. The auditorium is adequately equipped with an audio system, microphones, lights, ceiling fans, air conditioners, two green rooms and a stage for visual performances. There is one more open stage in the college ground which is used for outdoor celebrations. The Music Departments have adequate musical instruments like tabla, harmonium, electronic tabla, tanpoora, and electronic music system for smooth conduct of teaching-learning and cultural activities.

Sports Facilities

The College campus has adequate infrastructure for sports activities. Students are trained in sports under the guidance of a well-qualified faculty of the Physical Education Department. Basketball, Volleyball Court, Indoor Badminton Court (Synthetic), Kho-Kho, Kabaddi Court, Table Tennis and Chess etc. facilities are available in the College to promote sports and fitness.

An Open Gymnasium has been set up for the students to encourage them to maintain physical fitness. The gym was inaugurated by the Hon'ble MLA Shri Shrikant Sharma on 10/06/22.

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.

03

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)	View File

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

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

8.25

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)

Library as a Learning Resource-

Annual Quality Assurance Report of R. C. A. GIRLS' (P.G) COLLEGE
 The college library is partially automated with a library management software (LMS) which was installed in the year 2015 and which now needs an upgradation. At present there are total 6,135 textbooks, 16,435 reference books, 116 CDs and Videos in the library for students and faculties. New books for library are purchased according to requirements every year. During 2022-23,

1250 books have been purchased incurring an expenditure of Rs. 118,966. All the important newspapers, journals, and magazines are available in the library to keep the students and faculties well informed about contemporary issues. The wall magazine section in the library enables students to share their innovative constructive thoughts and provides them an opportunity to explore their creativity. The E-library section has CDs and eBooks related to different subjects. The computers in the E-library section facilitate access to information and study materials from online libraries and other websites.

File Description	Documents
Upload any additional information	View File
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)

1.25

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
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

10

File Description	Documents
Any additional information	No File Uploaded
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

To keep pace with the updated technology, concerned staff and faculty members convey their requirements to the principal to cater for the needs related to IT infrastructure. The principal, in consultation with the Management Committee of the College, accordingly takes decisions and actions to upgrade the IT infrastructure. At present, there are 26 computers, 02 LCD Projectors, a Laptop, a Wi-Fi connection with 100 MBPS bandwidth internet speed, microphones, printers, headphones, an audio system and other related accessories available in the college. Software and applications of computers are periodically upgraded before expiry. The hardware and other types of equipment which need servicing are serviced and replaced regularly, by outsourcing and on SOS basis. Wi-Fi access points are updated regularly as per the requirements of the concerned departments/areas.

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

4.3.2 - Number of Computers

31

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

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)**

6.31

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The college has an internal monitoring mechanism for the maintenance of infrastructure, equipment and support facilities. The periodical meetings of the Management Committee, Building Maintenance Committee, Lab In-charge, Office in-charge, the Sports

committee and the IQAC ensure the non-interrupting functioning of all the equipment and the optimum utilization of the infrastructure.

By and large the college utilizes the services of the electrician, plumber, carpenter, and computer engineers by outsourcing and on SOS (as and when required) basis. The R.O. plant, Generator, Photocopier, CCTV and some computers are kept under AMC. Day-to-day maintenance is carried out by the staff appointed for cleaning, maintenance and upkeep of the infrastructure.

The calibration and other precision measures for the equipment/instruments are carried out as and when reported by the concerned lab-in-charge & the persons handling the equipment.

Learning resources such as study material, accessories, pen drives, CDs and other e-resources are also added and maintained through hiring, purchase and outsourcing as per requirement/priority within the limits of financial and other physical constraints.

The annual maintenance of infrastructural facilities. Such as building repair, electric lights functioning check-ups, fans & AC's maintenance and cleaning are done every year as per requirement.

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

212

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

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

30

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	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

632

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

632

File Description	Documents
Any additional information	View File
Number of students benefitted 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

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

03

File Description	Documents
Self-attested list of students placed	View File
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

70

File Description	Documents
Upload supporting data for student/alumni	View File
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

01

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
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.

17

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

To ensure the participation and representation of students in administrative and academic committees of the college, a council of students was formed on 7th April 2021. For the academic session 2022-23, Ms Priyanshi Verma from M.A. (P) was elected as the President of the Student Council, Ms Chanchal Sharma from M. Com (P) as the Vice-President and Ms Nisha Raza Azhary, from B.A. II Sem as the Secretary.

Student Council members were assigned to different committees of the college like Discipline Committee, Grievance Redressal Cell, Sports Committee, Cultural Committee etc. These student members helped in the better execution of academic and administrative activities of the committee they were attached to. Committee In-charges called meetings with teacher members and Student Council members and assigned duties to the Student Council members, Student Council members also gave their opinion and suggestions in the meeting if needed and ensured their contribution to the curricular and extra-curricular activities of the institution.

File Description	Documents
Paste link for additional information	Nil
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

30

File Description	Documents
Report of the event	View File
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

The R.C.A. Girls College has an active Alumni Association since 2006 which has been registered now (i.e., on 11.04.2022). Alumni Association Meetings are held regularly once or twice every academic year. Members of Alumni Association cast their votes to elect Chairman, Secretary and Treasurer for three years. The alumni of the college have contributed in terms of delivering guest lectures, helping teachers and guiding students in cultural, sports, and other activities.

In the academic session 2022-23, a meeting of the Alumni Association was held on 30/09/2022. As a testament of the alumni's deep engagement with the welfare and growth of their alma-mater, they regularly contribute by taking tutorial classes. Ms Shashi, Ms Bharti and Ms Vaishanvi took tutorial classes in the last

academic session to help and provide guidance to students of the Dept of Drawing and Painting. Besides, alumni Ms Khushboo Acharya, Ms Divyanshi and Ms Arti Deekshit taught as part-time teachers to compensate the non-availability of sufficient regular teachers in the Dept of Political Science, Music (Vocal) and Sociology respectively.

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

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

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

The RCA Girls' PG College was established with the vision "to provide quality higher education to the girls from marginalized section of the society and to make this College a center of academic excellence by transforming each student into conscious, responsible and competent citizen of the society."

Mission: - The College is committed toward the mission "to educate, empower and enlighten the girls today and equip them with high social and moral values to nurture the needs of tomorrow".

Governed by the Agrawal Kanya Shiksha Sabha (Regd.), the College has created a systematic structure through which the managing committee and the principal co-ordinate, supervise and create a system of effective governance The effort is to form a congenial environment to transform the vision and mission of the institution into reality under the able guidance of the members of management, the Principal, and different committees, which are created by the Principal to work efficiently and to execute their responsibilities in order to achieve the derived goals of the

College. After the second NAAC in 2016, the College has prepared a long-term prospective Plan for next twenty-five years, Lakshya 2045, based on the recommendations of NAAC.

File Description	Documents
Paste link for additional information	https://rcagirlscollege.ac.in/wp-content/uploads/2024/02/LAKSHYA-2045-Final2.pdf
Upload any additional information	View File

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

Though, the Principal functions primarily as a custodian of rules, regulations and directives of the University and the Government and a facilitator for the implementation of the decisions of the governing body, most of the decisions and administrative plans are implemented through the active involvement of faculty and administrative staff. The administrative work is decentralized by means of the formation of some important committees such as - Campus Development, Research Consultancy and Research Journals, Student's Aid Fund, Building and Furniture Maintenance, Cultural, Discipline, Purchase and UGC Affairs Committee etc. Besides, some other cells like Career Counseling, Anti-ragging, and Grievance Redressal Cell etc. ensure to resolve students' problems. Some faculty members and non-teaching staff are entrusted with the responsibility to look after medical care, photographs/CDS, computer and other electronic equipment, electrical goods and building construction. The representation of teachers and non-teaching members is also ensured in the Management Committee according to their seniority by circulation. 3 to 4 teachers and 1 non-teaching staff are nominated as members of Management every year. Thus, in a way each and every member of RCA participates in the regular policy planning, administration and regular functioning of the College throughout the year.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College prepares a strategic plan that is effectively deployed to achieve the desired result for institution's overall development. To enhance the infrastructure as well as quality education the college regularly applies for grants from government organizations, NGOs and seeks donations from individuals received grants are utilized to meet the following requirements.

1. Extension of classrooms and building laboratories.
2. Renovation and repair of old infrastructure.
3. Integration of ICT in classroom teaching.
4. The College endeavors to initiate PG courses in Drawing and Painting and well an Education and UG courses in History, Statistics and Computer Application. As part of a sustained effort a PG Diploma course in Journalism has been introduced in the college.
5. To promote critical thinking and deeper understanding on contemporary issues guest lectures, group discussions, debates and webinars are organized regularly.
6. A Students' Council which acts as students' representative has been formed. The Council engages in different academic and Co-Curricular activities besides being part of different committees of the College.

As part of vocational course, a Technology Advancement BOOT camp and other courses are introduced to promote ICT learning and digital literacy among students.

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.

The College is a Grant-in-Aid College affiliated to Dr. BRAU, Agra. The appointments of teachers are made by the Director, H.E (U.P) on the recommendation of UP Higher Education Services Commission. The appointment of non-teaching staff is made in the College strictly as per guidelines of the affiliating University

and Director, H.E (UP). The services of all the staff are governed by the first statutes of Dr. B.R Ambedkar University, Agra and are maintained accordingly by the college administration.

The IQAC of the College is the key institutional body responsible for framing and planning the policies of institutional growth as per NAAC guidelines the day-to-day administration and functioning of the College is the responsibility of the Principal. The Principal maintains coordination between the management, staff and students to ensure smooth functioning and proper conduct of classes and other co-curricular activities. To coordinate with the University, Directorate and other external bodies and local administration is also the responsibility of the Principal. For effective implementation of policies and smooth administration the Principal has formed various committees and cells which are renewed every year as per changing requirements. The whole administrative work is thus decentralized and carried through these committees and cells.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://rcagirlscollege.ac.in/wp-content/uploads/2024/02/Organisational-Structure.pdf
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	View File
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

- The college facilitated the staff by providing necessary documents and authentication for personal loans from nationalized banks.
- Sport events and fun activities were organised for teachers and non-teaching staff during the Annual Sports Meet to take care of the physical and mental well-being of the staff. The winners were encouraged with prizes or medals.
- Faculty members were relieved from their regular duties to join Seminars, Orientation programmes, Refresher Courses and Fellowship programs.
- Free health checkup camp was organised for teaching and non-teaching staff as well as students.

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

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

0

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

01

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	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

04

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	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The College has developed an extensive Performance Appraisal System to boost the culture of punctuality, sincerity, hard work and excellence among teaching and non-teaching staff for personal and professional growth. The College has developed its own

Performance Appraisal System (PAS) in which a three-member Committee is formed including Principal and Management members. The Committee evaluates the performance of teaching and non-teaching staff through well-designed Performance Appraisal Performa. An election is conducted in which voting by students for teachers and that by teachers for non-teaching staff is also given weightage in this process. For this purpose, teachers cast their vote for the best employee and students for the best teacher of their choice.

The selection for the best teacher and non-teaching staff of the year is made by the committee on the basis of evidences and details according to the Performance Appraisal System of the College. Selected teachers and non-teaching staffs are given cash prizes which are sponsored by the College management and other governing body members. Due to some unavoidable circumstances, the Award Ceremony could not be organized in the session 2022-23. The ceremony is scheduled in the current session, i.e., in January 2023-24.

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

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

The internal audit is a regular feature of the institution and is conducted on an annual basis as per directions of the college management. The external audit is presently being conducted for the financial years since 2009-10 by U.P Local Audit Fund Office, Governed by AG, Prayagraj. The Internal audit was done by a registered Chartered Accountant and all the accounts till 2019-20 were audited. All the objections, if any, were rectified and the explanations were put before the Audit team to satisfy their queries. However, this could not be done during the last session. At the same time, the external audits were conducted by the audit team from Director, H.E., Prayagraj at Regional Higher Education office, Agra. The College A/C Clerk was called to Agra, Regional H.E. Office and the relevant accounts were presented before the Audit team.

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)

1.05

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The College has a Grant-in-aid status therefore, the source of funds of college is primarily the fees received from students which is used for maintenance after transferring the Govt-share (80%) to the relevant govt. a/c.

Besides that

1. Donations are received from members of college management for infrastructure development and Co-curricular activities.
2. M.P. and M.L.A. funds are also mobilised for infrastructure improvement. Proper utilization of financial resources is planned in meetings of Management Committee with the approval of all members of the committee. Utilization of govt. funds is managed as per the rules and regulations of granting authority and are subjected to audit.
3. In past, University Grant Commission (UGC), Indian Council Social Science Research (ICSSR), Indian Council of World Affairs (ICWA) and other such government bodies have provided assistance for development of equipment, library

etc. and for organizing seminars/ conferences/ workshops.

However, in the session 2022-23, no such grant was received from any govt. organization. But financial help was provided by the members of college Management Committee for organizing Intercollegiate Competitions.

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

The IQAC plays a vital role in forming and implementing the quality assurance strategies of the college. IQAC conducts regular meetings under the chairmanship of the worthy Principal. Constructive suggestions are taken from all members for better execution of academic and administrative activities. In the session 2022-2023, following strategies were implemented by IQAC for quality enhancement.

1. Conducted one day workshop for faculty members on Academic and Administrative Audit and Green Audit on 14.3.2023.
2. Conducted departmental presentations for external Academic and Administrative Audit on 13.05.2023.
3. Organized Guest Lecture on 'Know Your Intellectual Property, Know Your Right' on 10.04.2023.
4. Prepared AQAR of 2021-22.
5. Under the guidance of IQAC 'Post-Graduate Research and Innovation Council' was formed on 06.01.2023 to promote research and innovations among the students.
6. IQAC hosted a number of activities to create awareness about our rich culture and heritage under the "Heritage Year" celebrations as a part of Best Practices.

IQAC also conducted Academic and Administrative Audit (AAA) for the session 2022-2023.

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

To review teaching-learning process at periodic intervals following activities are carried out under the aegis of IQAC.

1. In the beginning of the session the faculty members are provided with Academic Planner in which the teachers write in minute details about their teaching plans on daily, weekly and monthly basis, internal exams results, and write the names of their mentees, list of advance and slow learners, departmental activities, etc.
2. The Principal pays regular visits to monitor classroom teaching and students' behavior in the College campus.
3. Mentor-mentee meetings and Students Grievance Cell provide a platform where a student can lodge a complaint regarding teaching methods, syllabus completion or any other related issue.
4. Mid- term examination for even semesters and Pre-University examination for B.A III year and M.A final year was conducted to evaluate teaching learning outcomes.
5. There is a Feedback Collection and Analysis Committee in the College which collects students' feedback on the teaching-learning and evaluation process every year.

Regular remedial classes have been conducted for slow learners. The worthy Principal of the College monitors all the activities throughout the session and provides necessary guidance.

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

C. Any 2 of the above

**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)**

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	View File
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

The Institute has initiated to provide opportunities of sensitization through co-curricular activities like workshops, seminars, webinars, guest lectures, counselling etc. Women Empowerment cell (WEC) is constituted to empower and safeguard their rights. It provides women with opportunities to grow in their leadership capabilities to build professional skills and participate in important administrative roles in the college. Awareness programs are organized as part of their personality development.

NSS and Rangers units along with various other departments of the college also contribute to the promotion of gender equity by organising various programs and activities throughout the year.

The institution has the following committees as per norms laid by university/ University Grant Commission:

- Grievance Redressal Committee
- Anti-Ragging Committee
- Discipline Committee

- **Student Council**

A common room is in the college to facilitate re-creational activities in the form of indoor games facility. There is a sanitary pad vending machine and incinerator too. CCTV cameras are installed in prominent places. A Complaint box is also put in the corridor for the students. Basic medical aid is also available in case of any emergency.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://rcagirlscollege.ac.in/wp-content/uploads/2024/02/7.1.1_2022-23_1.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Adhering to the UN's SDG (Sustainable Development Goals), the institution strongly promotes and furthers proper waste management. Environmental and ecological awareness and the need to attain holistic and sustainable living with is inculcated among the students.

Solid waste management- The college discards all its solid waste (organic and non-organic) with the help of the district municipal corporation. Use of single-use plastic is ban in the college

premises. Students as well as faculty members are encouraged to limit paper wastage. Old and used papers are re-used for various ends.

Liquid waste management- There is a proper drainage network in the institution. All the water sources are checked and cleaned on regular intervals. Rain water harvesting system has been installed in the institution to promote water conservation.

E-waste management- E-waste management generated in the college is identified and disposed through a local vendor.

Waste recycling system- As the institution is an aided college, we constantly face economic and financial restrictions to install and place in practice a proper waste recycling system.

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

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways

4. Ban on use of plastic**5. Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

C. Any 2 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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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	View File

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).

The Institution helps each student to understand herself as a unique, competent and valued member of a diverse community through various events organized throughout the year. The spirit of inclusiveness and harmony as well as a celebration of 'Unity in diversity' mirrors in each and every activity of the college. The institution provides equal opportunities for all of its students without any prejudice or discrimination. The college organises activities and programs to commemorate days like- Teacher's Day, International Human Rights Day, Mother Language Day, Women's Day, to name a few, to spread and strengthen communal, linguistic, socioeconomic harmony among students. The Department of Music organises competitions themed at Folk Songs and Folk Dances, The Department of Drawing and Painting has been organising various programs, competitions and workshops to promote Folk Art from various parts of the country. Besides, in the last session, The Department of Home Science organised a competition on Foods from different Indian States as part of "World Heritage Week" celebrations.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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 institution as a firm believer and inculcator of constitutional values, rights, duties and responsibilities, guides its students as well as employees to perform their civic roles in a conscious and competent manner. In order to achieve the aforementioned objective, the institution organises the following programmes on an annual basis-

- Independence Day and Republic Day to make students and employees aware of the long history of our struggle for independence, the sacrifices made by the freedom fighters and the value of Freedom.
- Every year the college celebrates Constitution Day to promote and instil awareness regarding constitutional obligations: values, rights, duties and responsibilities among the students and employees.
- Birth and Death Anniversaries of our freedom fighters are also celebrated throughout the year to make the contributions of these heroes reach the youth of our nation.
- In order to promote harmony and tolerance and promote the constitutional idea of sovereignty and secularity, the institution celebrates days like International Human Rights Day and International Mother Language Day.
- The NSS and Rangers Units of the institution constantly work to engage students in various community services. Such extension activities promote and consolidate the sense of duty and responsibility among the students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	https://rcagirlscollege.ac.in/wp-content/uploads/2024/02/7.1.9.pdf

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

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	View File
Any other relevant information	No File Uploaded

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

The institution observes and commemorates days and events of both national and international significance on a regular basis. Independence Day and Republic Day are celebrated every year.

1. Teacher's Day is celebrated every year
2. Hindi Saptah/Week is observed every year by the Department of Hindi through the organisation of various activities like- essay writing, debate, poetry recitation, etc.
3. Birth Anniversary of Gandhi Ji is celebrated every year.
4. Geeta Jayanti, Martyrs' Day, National Unity Day, National Youth Day, Children's Day, etc are also celebrated on an annual basis.
5. Atal Jayanti, Subhash Chandra Bose Jayanti, Chaura-Chauri Anniversary Year celebrations, Durgavati Balidan Diwas, Death Anniversary of Rani Laxmi Bai were also organised.
6. To promote gender sensitivity and awareness, the institution celebrates International Day for the Eradication of Violence against Women on 25 November and International Women's Day on 8 March every year.
7. World Environment Day, Earth Day, World Water Day, National Science, World Ozone Day, and World Wildlife Day, International Yoga Day were also observed in the college.
8. World Mathematics Day, World Statistics Day were also celebrated.
9. International Human Rights is also celebrated annually.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. **Nature Club-** With a clear mission of carrying forward the idea of holistic and sustainable living and inculcation of eco-friendly and environmentally conscious habits among students, the college under the aegis of Nature Club keeps on organising activities and programs focussing on the preservation of our nature and natural environment. In the session 2022-23, 'World Wetland Day,' Nest-Making Competition to mark 'World Sparrow Day,' an essay-writing competition on the topic, "Bhartiya Sanskriti mein Paryavaran Sanrakshan ka Sandesh,' etc were organised to promote and spread awareness regarding the conservation and preservation of nature.
2. **World Heritage Year-** Heritage Week, which was observed from 19/11/22 to 26/11/22 marked the beginning of 'World Heritage Year' celebrations by the college. A number of activities like Food Exhibition organised by the Dept of Home Science, workshops on 'Saanjhi' and 'Lippan Art' and an exhibition on 'Saanjhi and Thakurji Poshak' organised by the Dept of Drawing and Painting and an exhibition on 'Tribal Society and Culture' organised by Sociology Dept were part of World Heritage Year celebrations.

File Description	Documents
Best practices in the Institutional website	https://rcagirlscollege.ac.in/wp-content/uploads/2024/02/7.2.1-Best-Practices-2023-24.pdf
Any other relevant information	https://rcagirlscollege.ac.in/wp-content/uploads/2024/02/7.2.1.pdf

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

The world cannot progress and achieve development if half of its population is lagging behind. Bridging this gender gap is very essential and some of the burden of this humongous task is on academia too. As a part of its sincere dedication to educate, uplift and empower women, the institution strongly promote inculcation of empowering outlooks and employability skills among our students. The institution has been organising various programs in the same direction-

- On 29/07/2019, the department of Drawing and Painting organised an eight-day workshop on clay craft in collaboration with Khajani Institute.
- From 02/08/2019-08/08/2019, Khajani Institute organised Rakhee and Jewellery Making, Chocolate Making and Poshak Making classes for the students of the college.
- 01/05/2019- 04/05/2019, a workshop on digital literacy was organised..
- Self-Defence Karate Camp organised by the Physical Education Dept.
- Employability Enhancement Workshop was organised from 09/02/21 to 13/02/21 by Career Counselling Cell in collaboration with Khajani Women's Institute.
- Career Advancement Bootcamp coordinated by Medha Foundation in 2021-22
- A Post-Graduate Research and Innovation Council to boost research aptitude among students have been active since Dec 2022.
- Workshops on folk arts like 'SAANJHI' & LIPPAN and Poshak making were organised during 22-23.