YEARLY STATUS REPORT - 2023-2024

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.	**9219792416**
• Mobile	**8218771680**
• IQAC e-mail address	**rcamtr@gmail.com**
• Alternate Email address	**bhatrisagar01@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://rcagirlscollege.ac.in/wp-content/uploads/2024/04/AQAR-2022-23.pdf
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/2023-24/Academic%20Calendar%202023-24.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	06	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

1- Prepared and submitted AQAR of 2022-23.

2- Successfully conducted Academic and Administrative Audit for the session 2023-24.

3- Hosted a number of activities to promote Indian Knowledge System.

4- Motivated faculty members to join FDP's and strengthen research aptitude among students and faculty members.

5- Encouraged the activities and programmes related to environmental awareness.

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

Plan of Action	Achievements/Outcomes
To organize Orientation/Induction Program for the newly admitted students and their parents	• Following the UGC guidelines concerning the organization and implementation of orientation/induction program for the newly enrolled students, the college, under the guidance of the principal of the college formed a Student Induction Committee. • A one-week long 'Student Induction Programme' was organized by the SIP Committee from 7 to12 Aug, 2023. The induction program included a wide range of programs ranging from spiritual talk, mentor-mentee meetings, fun activities for students, singing, dancing, career planning, kavya path, guest lecture, extempore, etc.
To conduct activities and programs to spread environmental awareness	In order to promote and spread environmental awareness, various departments of the institution organized a number of activities in the current academic session. • On 21/7/2023, Nature Club in collaboration with NSS carried out Vriksharopan and BoddhikSangosthi. • An online quiz competition was conducted on 22/7/2023 with the joint initiative of NSS and Nature Club on the occasion of 'Van Mahotsav.' • On 22/7/2023 a Slogan Writing and Pot Decoration competition was organized by the collective efforts of NSS and Nature Club. • A Tree Plantation Drive was organized in the college campus by the Nature Club on 27/7/2023. • On 14/08/2023 Nature Club and NSS jointly carried a Tree Plantation program in the

	college campus. • NSS units of the college organized 'Swachhta hi Seva' campaign on 01/10/2023. • ON 20/03/2024, Nature Club organized a program to celebrate 'International Sparrow Day'.
To organize programs and activities to provide career-related guidance and counseling to the students.	Keeping the students abreast of the available career opportunities, the Career Counseling and Placement Cell of the college keeps conducting programs and activities to foster career awareness among the students. • On 14/03/24 and 15/03/24, Career Counseling Cell conducted 'Pre-Placement Sessions' for the aspiring candidates in collaboration with Khajani Welfare Society, Mathura. • A 'Campus Placement Drive' was organized by the Career Counseling and Placement Cell of the college on 16/03/24, in which approximately 30 companies took part.
To conduct Academic and Administrative Audit for the 2023-2024 session.	• IQAC and AAA Committee successfully carried out academic and administrative audit for the session 2023-24.
To foster a sense of community building in the students and carry out extension activities under NSS and Rangers Units	• On 25/7/2023, an Awareness Rally under 'Road Safety Campaign' was organized by the NSS units of the college. • A one-day camp was organized by the NSS units on 24/09/2023. • NSS Foundation Day was celebrated on 24/09/2023. • On 01/10/2023, 'Swacchta hi Seva' cleanliness campaign was organized. • On 25/01/2024, students of the NSS units participated in the National Voter's Day celebration, organized at DM office. • On

	18/02/2024, NSS units of the college organized a one-day camp. • NSS organized a one-day camp on 03/03/2024. • A 7-day Special camp was organized by the NSS units of the college from 14/03/2024 to 20/03/2024. • On 06/04/2024, a Blood Donation camp was organized in the college campus with the joint initiative of NSS and Zoology department. • A 5-day Rangers Camp was organized by the Rangers units of the college from 08/05/2024 to 12/05/2024.
To celebrate days of National and International importance	• On 15/08/2023, Independence Day was celebrated in the college. • Teacher's Day was celebrated on 05/09/2023. • On 02/10/2023, IQAC organized speech and poetry recitation competition to commemorate Non-Violence Day. • Department of Political Science conducted a Guest Lecture and exhibition on 28/11/2023 to celebrate Constitution Day. • Republic Day was celebrated on 26/01/2024. • World Water Day was celebrated on 22/03/2024.
To organize programs and activities to promote and further the goals of gender equality and equity.	• A movie on Tarla Dalal was shown to the students to mark International Girl Child Day on 11/10/2023. • Women's Cell of the college organized a program on 07/03/2024 to celebrate International Women's Day.
To organize activities to strengthen and promote Indian Knowledge system.	• Hindi department organized slogan, chart and essay writing on the occasion of 'Premchand Jayanti' on 31/07/2023. • Dept of Political Science organized a program to commemorate VibhajanVibhishika Diwas on

	14/08/2023. • On 29/09/2023 Dept of Political Science in collaboration with the Dept of History organized a guest lecture on 'Varna, Jati and Caste: Sociology or Politics.' • Dept of Sanskrit celebrated Geeta Jayanti on 23/12/2023. • Swami Vivekanand Jayanti was celebrated on 12/01/2024. • Ram Bhajan Competition was organized by the Music Department on 20/01/2024. • Basant Panchami was celebrated on 14/02/2024. • The dept of Drawing and Painting organized a poster making competition on the theme of "Hamari Virasat, Hamara Garv" on 21/03/2024. • A discussion was organized by the department of Sociology in collaboration with the department of political science to commemorate the contribution of B.R. Ambedkar on 18/04/2024.
To inculcate and strengthen research aptitude among faculty members and students	• A Post Graduate Research and Innovation Council was formed on 21/03/2024 under the aegis of IQAC. • The department of Political Science conducted a group discussion on 26/09/2023 on 'women reservation for empowerment'. • 2 Research Scholars were allotted to Dr. Garima, HOD, Home Science Dept in the current academic session.
To promote and expand the use of digital resources in teaching-learning process	• Online classes were conducted by various departments throughout the session. • A smart class room was added to the college infrastructure to promote the use of digital technology among faculty members and students.

To mobilize funds for the renovation of the toilet blocks	• After the institution's constant efforts MP fund/grant of 25 lac was granted to the institution for the renovation of the toilet block and subsequently, on 21/02/2024, foundation stone was laid for the said project.
To strengthen the Alumni association of the college	• An Alumni Meet was organized on 03/03/2024.
To celebrate Hindi Diwas as part of spreading the use of Hindi among students.	• The Dept of Hindi organized 'Hindi Saptaah' from 09/09/2023 to 16/09/2023 in which chart making, quiz, kavya path, essay, discussion, guest lecture, etc. competitions were organized.
To motivate and encourage faculty members to join workshops/ seminars/ FDPs	• All the faculty members of the college attended a 10-days online National workshop on "NAAC: Aims, Framework and Accreditation Process" from 15/09/2023 to 24/09/2023, organized by Khun Khun Ji Girls' P.G. College, Lucknow. • Dr Soma Das, Assistant Professor, Dept of English participated and presented a paper titled "Assertion and Activism in Recent Dalit Movies" in Ireland.

13.Whether the AQAR was placed before statutory body?	**Yes**

  - Name of the statutory body

Name	Date of meeting(s)
IQAC	**24/01/2025**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2023-24	01/03/2024

15.Multidisciplinary / interdisciplinary

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 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.) Computer Office Management , b.) Public Relation officer, c.) Self Employed Tailor, d.) Yoga Instructor, e.) GST, f.) Financial Accounting and Tally, and g.) Digital Marketing 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)

Keeping in tandem with NEP'20's focus on not merely the preservation but also a widespread use and integration of Indian Knowledge System into mainstream curriculum, the college has been working rigorously to promote the same tenet. As a testament to the institution's steadfast commitment to the promotion and integration of India's rich cultural and linguistic heritage, the faculty members are encouraged to teach in a bilingual mode. Holding the tenets of 'experience, observation, experimentation, and rigorous analysis' the students in college are encouraged to learn and participate in activities which expose them to India's rich and ancient cultural fabric. 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 2023-24, Dept of History in collaboration with Dept of Political Science, organized a guest lecture on "Varna, Jati and Caste: Sociology or Politics" on 29/09/23. Dept of Sanskrit celebrated Geeta Jayanti on 23/12/23. 'Ram Bhajan' competition was organized by the Dept of Music on 20/1/24. The Dept of Drawing and Painting organized a poster competition on the theme of 'Hamari Virasat, Hamara Garv' on 21/3/24.

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 projectbased 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 relevance 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 teaching-learning with online education. Faculty members have been conducting online classes along with classroom lectures to integrate and incorporate digital and online education. Teachers use online platforms like Google Meet, Zoom, WhatsApp, and Google Classroom as part of blended teaching methods. In the session 2023-2024, some departmental activities and competitions were organized using online mode. Some faculty members conducted online classes throughout the session. Further, the faculty members provide study material from various educational platforms and Open Education Resources (OERs) as part of their teaching tools. Such 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 Number of courses offered by the institution across all programs during the year	305

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	956

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	2184

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**333**

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1 Number of full time teachers during the year	**35**

File Description	Documents
Data Template	[View File](#)

3.2 Number of sanctioned posts during the year	**38**

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1 Total number of Classrooms and Seminar halls	**25**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**85.96 Lakh**
4.3 Total number of computers on campus for academic purposes	**24**

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 2022-23to 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/2023-24/Academic%20Calendar%202023-24.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. Mid- term examination were held from 30-04-2024 to 07-05-2024.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://rcagirlscollege.ac.in/2023-24/Academic%20Calendar%202023-24.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 of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	A. All of the above

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

1.2 - Academic Flexibility

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

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

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)

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

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

0

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

1.3 - Curriculum Enrichment

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

The 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. Feminism, Environmentalism M.A IX Sem P-IV

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

0

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	https://rcagirlscollege.ac.in/2023-24/Student%20Satisfaction%20Survey%202023-24.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

956

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

956

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 student's 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 PTA meet to give necessary guidance and suggestions to parents and students. In 2023-24, 2 PTA meets were held on 07.08.23 and 08.11.23 respectively. Mid-Term exams for Odd and even semesters were held from 10.1.24 to 20.1.24 and from 30.4.24 to 07.5.24 respectively.

The institution undertakes the following initiatives for slow and advanced learners For Slow Learners – 1. Guidance and counseling from subject teachers and mentors. 2. Extra classes, remedial and personal guidance by subject teachers. 3. Sharing 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.

File Description	Documents
Paste link for additional information	https://rcagirlscollege.ac.in/2023-24/2.2.1%20Certificates%202023-24%20.pdf
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
956	**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 organization of education tours and visits by various departments, the organization 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. Accordingly, 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 platforms were employed to conduct various academic and co-curricular activities throughout the session, such as- A Guest lecture was conducted as a part of Hindi Saptaah celebrations on 16/9/23. A guest lecture on Career Planning was held on 10/8/23. The Dept of Commerce organized a webinar on 'Digital Marketing: Useful Tools and Techniques' on 20/9/23. A PPT competition on Raja Ravi Verma was held on 29/4/24. These are some steps towards the adoption and assimilation of ICT tools in traditional methods of teaching and learning by the institution. 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	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

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

21

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

320

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

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	<u>View File</u>
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 2023-24, 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 from 7.8.23 to 12.8.23 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	View File
Paste link for Additional information	https://rcagirlscollege.ac.in/program-and-course-outcomes/
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.

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

194

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/2023-24/Student%20Satisfaction%20Survey%202023-24.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

04

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 studentsMeetings of Innovative Cell were conducted to promote innovative practices for the transfer of knowledge.

1. Hindi Week Celebration from 09-16 September 2023 was hosted by Hindi Department.
2. A Webinar on Digital Marketing was conducted by Commerce Department on 20-09-2023.
3. Political Science and History Department organized a Guest Lecture on 29-09-2023. 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

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

`01`

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	View File
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 2023-24 N.S.S. units of the institution carried out the following activities

1. On 21, 22, 27 July 2024 NSS Units and Nature Club jointly organized a 'Tree Plantation Drive'.

2. NSS conducted Voter Awareness programme on 19-01-2024 and 25-01-2024.

3. Different competitions and programme were conducted by NSS and Rangers under Road Safety fortnight programme on 25-07-2023, 28-07-2023, 31-07-2023.

4. NSS conducted a Seminar on Women Empowerment under Mission Shakti on 05-12-2023.

5. On 21-05-2024 programme on International Yoga Day was organized by NSS Units.

6. Operation Jagriti programme on 14-12-2023 and Cleanliness is Service programme on 01-10-2023 were conducted by NSS units of the college.

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

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

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

01

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through

NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

05

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

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

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

204

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

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

04

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. 11 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. The institution also owns 24 computers spread across the Drawing & Painting Department, Administrative Block, Library, Computer Lab, and Language Lab.Besides, the Language Laboratory is also equipped with headphones to facilitate communication skills training, with a focus on English language proficiency. Recently the college has established a commerce Lab equipped with various relevant documents and computers/ tablets.

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 has spacious ground dedicated to sports and physical fitness activities, featuring courts for Basketball and Volleyball, as well as ample space for Kho-Kho, Kabaddi, Discus throw, Javelin

throw, Karate, and Yoga. Also, an Open Gym has been setup by installing a variety of exercising equipment to promote regular practice of physical exercise among students. There is an Indoor Sports Complex having two State Level Badminton Courts and facilities for other indoor games like Table Tennis, Carom and Chess etc. These diverse facilities support an array of recreational and athletic pursuits, fostering an active and well-rounded campus community.

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)

85.96 Lakhs

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-

The college library is partially automated with library management software (LMS) which was installed in the year 2015 and which now needs an upgradation. The Library also hasaccess to UP Digital Library where the students can access the content related to their curriculum The teachers also have the facility to upload e-content of their subject in the UP Digital Library. The institution also has subscription of 6 newspapers, 7 magazines and few journals. At present there are 6,141textbooks, 16,435 reference books summing up to about 23000 books and 116 CDs and Videos in the library for students and faculties. New books for library are purchased according to requirements every year. During 2023-24 the total expenditure on library was Rs. 1,51,000. 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. The college library also has all editions of its own magazine 'Aastha' and a half-yearly newsletter 'Pravaah'.

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)

1.5 lakhs

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

14

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 24 computers, 02 LCD Projectors, a Laptop,one smart board (Interactive panel)a Wi-Fi connection with 100 MBPS bandwidth internet speed, microphones, 6 printers, 20 headphones, and3 audio system and other related accessories available in the college. Wi-Fi access points are updated regularly as per the requirements of the concerned departments/areas. Regular upgrade to software and computer applications highlights Intuition's proactive approach to maintain accessibility, functionality, security and compatibility with ever changing technological standards. The diligent maintenance and servicing of equipment and hardware both is being done by outsourcing whenever required and on SOS basis.

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

4.3.2 - Number of Computers

24

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)

85.96 Lakh

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-charges, 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-today 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, pendrives, CDs and other e-resources are also added and maintained through hiring, purchase and outsourcing as perrequirement/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

107

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

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

15

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	D. 1 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

109

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

109

File Description	Documents
Any additional information	[View File](#)
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

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

05

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

45

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

3

File Description	Documents
Upload supporting data for the same	<u>View File</u>
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<u>View File</u>

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.

16

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

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 and2023-24, 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

26

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 2023-24 meetings of Alumni Association were held on 18.1.14 and 3.03.24 respectively. On 18.1.24 Tablets and Smartphones were distributed to the Alumni of RCA College under UP Govt Scheme. Another meeting of Alumni Association was held on 3.03.24 cultural program and further plans of association were discussed in the meeting.

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 lastacademic 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 (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

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 theCollege. 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 nonreaching 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 inculcate gender awareness by organizing programmes on World Women's Day in the college.

5. To promote critical thinking and deeper understanding on contemporary issues guest lectures, group discussions, 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, various skill development

programmes are organizedamong 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 Universityand 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	**D. Any 1 of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	**No File Uploaded**
Any additional information	View File
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.**
- **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 nonteaching 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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

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

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

07

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	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 ownPerformance Appraisal System (PAS) in which a three-member Committee is formed including Principal and Management members. The Committee evaluates the performance of teaching and nonteaching 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 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 in the regular feature of the institution and is conducted annually according to the directions of the college management. The Internal Audit was performed by a registered Chartered Accountant and all the accounts till 2023-24 had been audited. All the objections, if any, were rectified and explanations were presented before the Audit Team to satisfy their queries. During this period the external audit was conducted by the U.P. Local Audit Fund Officer, governed by AG, Prayagraj as well as by the audit team from Director, HE, Prayagraj at Regional Higher Education Office, Agra. The college A/c clerk presented all the relevant documents before the Audit Team in the RHEO, Agra for the purpose.

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

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

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

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

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, libraryetc. and for organizing seminars/ conferences/ workshops.

However, in the session 2023-24, no such grant was received from any govt. organization. The Financial help is also regularly 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	**No File Uploaded**

6.5 - Internal Quality Assurance System

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

The IQAC plays a vital rolein 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 2023-2024, IQAC did the following for quality enhancement.

1. Prepared AQAR of 2023-24.

2. Formed 'Post-Graduate Research and Innovation Council'on 06.01.2023 to promote research and innovations among the students.

3. Hosted environment awareness programme through Nature Club.

4. Organizes activities to strengthen and promote Indian Knowledge System. Under the supervision of IQAC Hindi Department conducted 'Prem Chand Jayanti' on 31.07.23; Political Science Department organized 'Vibhajan Vibhishika Diwas' on 14.08.23,and also a Guest Lecture on 'Varna, Jati and Caste: Sociology and Politics'in collaboration with History Dept. on 29.09.23; Sanskrit Dept. organized 'Geeta Jayanti' Lecture on 23.12.23; Music Dept conducted 'Ram Bhajan' Competition on 20.01.24; 'Baswant Panchami' celebration on 14.02.24 and the Sociology and Political Science Departments jointly organized a Commemorative Discussion Programme on the contributions of Dr. B.R. Ambedkar on 18.04.24.

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 allsemesterswas conducted to evaluate teaching learning outcomes.

5. There is a Feedback Collection and Analysis Committee in the College which collects students' feedback on the teachinglearning 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 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)	B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	[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. 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 down by Govt. / University Grant Commission:

- Women Empowerment Cell
- Grievance Redressal Committee
- Anti-Ragging Committee
- Anti-Sexual Harassment Committee
- Students'Council
- A common room is in the college to facilitate re-creational activities in the form of indoor games facility.
- CCTV cameras are installed in prominent places.
- A Complaint box is also put in the corridor for the students. The Grievance Redressal Committee opens the complaint box on a monthly basis and puts the complaints before the principal for redressal. The principal and the GRC together find out the solutions to the students' problems and resolve them as soon as possible.
- First-aid facility is also available in case of any emergency.
- A guard remains at the college gate to ensure students' safety.

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/2023-24/7.1.1% 202023-24.pdf](https://rcagirlscollege.ac.in/2023-24/7.1.1%202023-24.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 are 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.

However, all the leafy and green waste is dumped in a big pit inside the campus, from where it is used as manure after its natural decomposition without any chemical treatment.

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: — `A. Any 4 or All 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	E. None 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	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

- **The Institution helps each and every 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, Hindi Saptaah, Mother Language Day, Women's Day etc.on an annual basis to spread and strengthen communal, linguistic, socioeconomic harmony among students.There is a Students' Aid Fund (SAF) which provides financial help to the economically marginalised students. In the session 2023-24, the Dept of Hindi organised a number of literary activities to commemorate Hindi Saptaah. Basant Panchami was also celebrated in the college. Apart from this, a Blood Donation Camp was also organised in the college with the joint initiative of Dept of Zoology and NSS units of the college. The Dept of Music organised 'Ram Bhajan' competition and a guest lecture on 'Varna, Jati and Caste: Sociology or Politics' was organized by the Dept of Political Science and History Dept on 29/9/23.**

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.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/2023-24/7.1.9%20link.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	**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	[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 as it upholds the view that celebrating these days and events help in making students aware of their national as well as cultural identity. In the session 2023-24, following national and international days/events were celebrated in the college.

Independence Day and Republic Day were celebratedon 15/8/23 and 26/1/24 respectively by hoisting the Indian flag in the college. Teacher's Day was observed on 05/09/23 and Constitution Daywas celebrated on 28/11/23.A movie on Tarla Dalal was shown to the students to mark International Girl Child's Day on 11/10/23. Women's Cell of the college organized a program on 07/03/2024 to celebrate International Women's Day. NSS units of the college organized activities to celebrate NSS Foundation Day and National Voter's Day to spread awareness among people in collaboration with the district administration. Premchand Jayanti, Geeta Jayanti, and Swami Vivekananda Jayanti were also celebrated in the college. As an annual feature of the college, Basant Panchami was celebrated with

great enthusiasm.

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. Title of the Practice: Integration and assimilation of Indian Knowledge System in the bloodline of college activities

To instill and impart a holistic approach to education by combining traditional values and modern knowledge, aligning to the NEP'20's vision.As a bedrock of the higher education system in India, the incorporation of various disciplines of knowledge, traditions and practices requires our undivided attention. The college firmly believes in the mandates of the Indian Knowledge System which focusses on sustainable welfare of all.

- **Dept of Political Science organized a program to commemorate VibhajanVibhishika Diwas on 14/08/2023.**
- **Dept of Sanskrit celebrated Geeta Jayanti on 23/12/2023.**
- **On 29/09/2023 Dept of Political Science in collaboration with the Dept of History organized a guest lecture on 'Varna, Jati and Caste: Sociology or Politics.'**
- **Sociology dept in collaboration with Dept of Political Science organized a field visit 'Brij Darshan' for the students to shed light on the enriching cultural and historical legacy of the Brij Region.**
- **The dept of Drawing and Painting organized a poster making competition on the theme of "Hamari Virasat, Hamara Garv" on 21/03/2024.**

2. Best Practice : Inter-Collegiate Competitions

The Context: Inter-Collegiate Competitions have been a legacy of the institution since 2009. It is a great platform for the students of the institution as well as for the students of the other

Colleges/Universities to learn, compete and enhance their creativity and literary skills. The practice offers skills like team-work and leadership among the participants.

File Description	Documents
Best practices in the Institutional website	https://rcagirlscollege.ac.in/2023-24/7.2.1%20link.pdf
Any other relevant information	https://rcagirlscollege.ac.in/2023-24/7.2.1%20PHOTO%20LINK.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. The institution firmly upholds the viewpoint that empowerment does not come by merely providing basic rights and opportunities.Rather, it takes equipping women students with the necessary tools, resources, and opportunities so that they can make informed choices in both personal and professional lives and can achieve their goals and emerge as confident as well as competent members of the society. As a part of its sincere dedication to educate, uplift and empower women, the institution strongly promotes inculcation of empowering outlooks and employability skills among our students. Keeping the students abreast of the available career opportunities, the Career Counseling and Placement Cell of the college keeps conducting programs and activities to foster career awareness among the students.

- On 14/03/24 and 15/03/24, Career Counseling Cell conducted 'Pre-Placement Sessions' for the aspiring candidates in collaboration with Khajani Welfare Society, Mathura.
- A 'Campus Placement Drive' was organized by the Career Counseling and Placement Cell of the college on 16/03/24, in which approximately 30 companies took part.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	[View File]

7.3.2 - Plan of action for the next academic year

1. **To expand and renovate the infrastructural facilities as per requirement of the students.**
2. **To plan for a long-term waste-management policy for the college.**
3. **To strive for more partnerships and collaborations in skill development and career building.**
4. **To organise FDP for the teachers and refresher/training for non-teaching staff.**
5. **To encourage students for innovations through college Post-Graduate Research and Innovation Council and AICTE registered IIC.**