Yearly Status Report - 2019-2020

	Part A	

Data of the Institution

1. Name of the Institution	RANI BIRLA GIRLS' COLLEGE
Name of the head of the Institution	DR. NANDITA CHAUDHURI
Designation	Principal(in-charge)
Does the Institution function from own campus	No
Phone no/Alternate Phone no.	03322875509
Mobile no.	9830368159
Registered Email	contact@rbgc.in
Alternate Email	nanditarbgc@gmail.com
Address	38,SHAKESPEARE SARANI,
City/Town	KOLKATA
State/UT	West Bengal
Pincode	700017

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**DR. PRITI GHATANI**
Phone no/Alternate Phone no.	**03324901476**
Mobile no.	**9051771112**
Registered Email	**rbgciqac21@gmail.com**
Alternate Email	**pritighatanirbgc@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.rbgc.in

4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website: Weblink :	http://www.rbgc.in/admin/notice_files/Academic_Calendar_2020-21.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.6**	**2009**	**15-Jun-2009**	**14-Jun-2014**
2	**B**	**2.7**	**2015**	**03-Mar-2015**	**02-Mar-2020**

6. Date of Establishment of IQAC

18-Dec-2009

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
YOGA CAMP	**11-Feb-2020** **1**	**77**

PARTICIPATION IN NIRF	14-Feb-2020 15	630
FASHION ASSESSORIES DESIGNING	07-Mar-2020 1	43
HEALTH COUNCELLING	13-Mar-2020 1	77
SOFT SKILL DEVELOPMENT	15-Jul-2019 1	58
LANGUAGE LAB	08-Jul-2019 1	38
WORKSHOP ON NEW MODALITIES OF NAAC	30-Jun-2020 1	100
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
N.A	0	N.A	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

PARTICIPATION IN NIRF 2020

MENTORING TO ALL STUDENTS

PERSONAL COUNCELLING
ONE DAY YOGA CAMP
ONE DAY MEDITATION

[View File](#)

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

Plan of Action	Achivements/Outcomes
REGULAR REMEDIAL CLASSES FOR WEAK STUDENTS	IMPROVED RESULT IN UNIVERSITY EXAM
CAREER COUNSELLING WORKSHOPS AND SEMINARS	STUDENTS GET TO KNOW ABOUT NEW AVENUES.
INTRODUCTION OF CBCS CURRICULAM	CBCS IMPLEMENTED SUCCESSFULLY.
ONLINE ADMISSION OF ALL COURSES	ENSURE FAIR AND HASSEL FREE DIRECT ADMISSION
DEPARTMENT SEMINARS AND WORKSHOP	REGULAR SEMINARS AND WORKSHOP IN DEPARTMENT GIVES STUDENT AND TEACHERS SCOPE FOR INDIVIDUAL CAPACITY BUILDING AND PERSONALITY DEVELOPMENT AND CONFIDENCE NT
MOU WITH BANKIM SARDAR COLLEGE	LINKAGE WITH THE INSTITUTION WITH THE STATUS OF COLLEGE WITH POTENTIAL FOR EXCELLENCE BY UGC WILLHELP FOSTER : QUALITATIVY INATITATIVES, STUDENT CONCLAVE/SEMINAR,CURRICOLAM BASED WORKSHOPS,FACULTY EXCHANGE PROGRAMMES AND INVITED TALKS,STUDENT COUNSELLING AND ACADEMIC AUDIT THROUGH PEER REVIEW.
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14. Whether AQAR was placed before statutory body ? Yes

Name of Statutory Body	Meeting Date
IQAC	30-Apr-2022

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ? No

16. Whether institutional data submitted to AISHE: Yes

Year of Submission	**2020**
Date of Submission	**14-Feb-2020**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**1. All admission procedure are online, application forms are uploaded in the College website. Merit list based on merit is uploaded in the website with the dates for counselling and fees payment detail. Reserved category is maintained for admission in all departments including self finance course. 2. Data base required by the University is also sent online based on the information drawn from the application form. 3. Any relevant information regard college, admission, examination, and notification by the University are available in the website. All fees: college, university registration, examination are remitted online. Staff salary notification and generation of salary slip is done online.4.Salary of teaching and non teaching substantial staff is done through West Bengal HRMS portal.**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

   Rani Birla Girls' College views teaching-learning as a crucial part in the entire Curriculum. Hence, the teaching- learning in the college is not only restricted to the four-walls of a classroom but also ranges through a variety of activities organized in the college. As an integral part of the University of Calcutta, the college ensures that each and every aspect of the curriculum set by the University is soundly met. At the beginning of every session, the Time-table committee efficiently designs a master time table where distribution of classes, subject-wise and department-wise is done. In reference to the master routine, the Heads of the Department distributes classes to the faculties keeping in mind the direct teaching hours as per the UGC's guidelines for promotion of College teachers. The curriculum is delivered through various mechanisms. As far as teaching-learning is concerned, the college ensures that the students get the best of what is being taught in the classroom as well as through mentoring. In order to encourage 'learning by Doing', the students are asked to prepare charts, posters and place them on the classroom walls as this creates visual learning as well. As the CBCS was implemented, the students are constantly informed by the departments about the credits assigned as per each components – Attendance, Internals, Tutorials, Theory /Practical so as to make

sure that there are no irregularities on assigned works from the students. The college takes into account that no student is left behind in terms of admission, enrollment in examination, participation in various activities, hence, important notices are displayed on the notice boards as well as in the college website. The college makes an effort to initiate programmes and activities through which there is an all round development of the students. Different department organizes seminars and lecture series on various issues pertaining to the need of the students. The department of Geography organizes field visits and excursions for the students. The department of Education encourages the students to participate in the Inter-college Seminars held every year and prepares them accordingly. The teaching-learning takes place using ICT's, wherever suitable and continuous assessment of the learning is done through remedial classes and assignments. Each departments holds regular meetings and look into the grievances of the students related to teaching-learning , as such remedial classes are taken. As for the documentation, every department keeps a record of the syllabus distributed, minutes of the departmental meetings held. The heads of the departments at regular intervals interact with the principal regarding the progress of the curriculum delivery and also discuss measures to solve various problems if any as such. During the lockdown, the institution made sure that the faculties are available to the students through various digital platforms like Google meet, Zoom and through instant messages. As such, there was a smooth teaching-learning process through Google classroom where study materials were provided, audio-visual classes, audio recordings, video tutorials, web links were also shared with the students ensuring the completion of syllabus on time.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	0	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	0	Nill
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	HONOURS	01/07/2019
BSc	HONOURS	01/07/2019
BA	MAJOR	01/07/2019
BSc	GENERAL	01/07/2019
BA	GENERAL	01/07/2019
BA	BFAD HONOURS	01/07/2019

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
FASHION AND ACCESSORY DESIGNING	07/03/2020	43

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BFD	INDUSTRIAL TRAINING AND INTERNSHIP	59
BSc	A FIELD TRIP BY GEOGRAPHY(HONOURS)	26
BSc	A FIELD TRIP BY GEOGRAPHY (GENERAL)	15
MJ	INTERNSHIP PROGRAMME	15

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nill
Alumni	Nill
Parents	Nill

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

Feedback Obtained
Feedbacks promote better performance and reasonable solutions to every problem. Hence, the college ensures that the feedback is obtained from various stakeholders like students, teachers, parents and the alumni. The feedback is obtained through a comprehensive questionnaire covering various aspects of teaching and learning, evaluation, infrastructures, co-curricular activities, health and hygiene, admission procedures and canteen facilities. The feedbacks obtained are then analyzed through graphs giving weightage to the maximum of responses received for an issue showing the strengths and weaknesses of the college. The feedback reports are shared with the faculties and also discussed in the IQAC meetings with the Principal. Important suggestions are taken with immediate consideration and necessary proposals, if any, are forwarded to the college authority for approval. The college also has a student complaint box in an easily accessible place. The complaints/ suggestions received via the box are also taken into account and measures to solve those problems are discussed. The feedback received are utilized for - 1. Making the teaching- learning process more effective. 2. Monitoring students progress on a regular basis. 3. Catering more towards the need of the students in relation to present day education system. 4. Improving on the use of ICTs and other modern teaching learning tools and techniques. 5. Creating a student-friendly environment in the college which leads to open interaction between the teacher and the taught.

6. Giving special attention to students who are academically and socially slow.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	English Honours	92	428	41
BA	Hindi Honours	24	20	2
BA	History Honours	52	63	13
BA	Education Honours	59	72	22
BA	Pol. Science Honours	59	71	31
BA	Sociology Honours	40	41	16
BA	Journalism & Mass Communication Honours	33	54	14
BA	Fashion & Apparel Design Honours	42	24	24
BA	Communicative English Major	24	46	11
BSc	Geography Honours	40	19	19

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	591	0	24	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
45	45	138	6	4	6

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

The advantage of being a comparatively small institution (in terms of premises, number of students and faculty) is that close physical proximity between teachers and students affords scope for both to be in regular and close contact. At Rani Birla Girls' College, mentoring is a natural extension of the teaching-learning process. Students might approach teachers in the library or staffroom for clarifications on academic matters or advice on personal issues. But above and beyond such impromptu mentoring, the college has a structured system to provide support and guidance to students in a range of areas. Conventionally, mentoring has had a primarily academic agenda. Students who find it difficult to cope with the curriculum in general have the option of seeking out a teacher of their choice, with whom they might freely discuss their problems. On the other hand, a student who shies away from clarifying her doubts on a particular topic in the classroom might approach the subject-teacher for further explanations. Every Department maintains a 'Mentoring Register' to record mentoring interactions by individual teachers. There is, also, group mentoring, when a teacher addresses learning-difficulties experienced by several students in a class on the same or related topic(s). On such occasions, students are encouraged to express their doubts, formulate independent points of views and engage in peer discussions. This kind of mentoring is more than just problem-solving it builds confidence in the learner, fosters peer learning and forges trust between teacher and learner. Increasingly, mentoring has come to cater to an equally crucial student need, namely, mental health. The undergraduate negotiates with an abrasive competitive environment. Teachers are sounding boards for anxieties related to examination-performance, failure to cope with academic expectations at home and confusion over career prospects. For advice on these matters, students usually schedule a one-to-one session with a teacher-mentor in advance. Such mentoring is reinforced by career counselling workshops organized by the Students' Advisory Subcommittee and intensive pre-examination counselling at the departmental level. Students also bring to the teachers, purely personal issues of distress and trauma, which are related to dysfunctional-family situations, conflicted relationships, financial issues at home etc. The College encourages faculty to attend workshops/seminars on mental health issues of young adults and new strategies of student counselling to better equip them to mentor students. During the Covid-19 lockdown, teachers made themselves available online to students beyond class hours to address their issues of mental health and physical well-being. Regarding academics, the transition from physical classes to online modes of learning, proceeded through prolonged and intensive mentoring sessions. Teachers familiarized students with the modalities of Google Classroom and use of various e-resources, often engaging in one-is-to-one interactions to resolve the individual difficulties encountered in adjusting to the new methods of learning.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
591	24	1:25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
25	24	1	5	9

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Mr. Mantoo Das	Assistant Professor	Shikshak Seva Samman

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	11	Semester 3	25/01/2020	05/03/2020
BA	08	Semester 3	25/01/2020	05/03/2020
BSc	09	Semester 3	25/01/2020	05/03/2020
BA	11	Semester 1	26/02/2020	22/09/2020
BA	08	Semester 1	26/02/2020	22/09/2020
BSc	09	Semester 1	26/02/2020	22/09/2020
BFD	20	BFAD Part 3	30/09/2019	18/09/2020
BFD	20	BFAD Semester 1	18/12/2019	21/09/2020
BFD	20	BFAD Semester 3	24/12/2019	21/09/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Since it is affiliated to the University of Calcutta, Rani Birla Girls' College abides by the University regulations regarding internal assessment of undergraduate students. Under the 3-Year B.A/B.Sc. Honours and General System, the College conducts preparatory Mid-term and Selection Examinations. For the CBCS Programmes, the College holds Internal and Tutorial Examinations. Marks obtained in these and in the University-conducted Theory Examination are used to compute the consolidated semester grades. There is a dedicated Examination Sub-committee, which oversees the examination process. These apart, the College endeavours to promote a culture that encourages continuous learner-evaluation through class tests, home assignments and group discussions. The last, particularly, encourages students to articulate their thoughts on issues, consolidates concepts learnt in class and fosters peer-learning. In Journalism and Mass Communication, Geography and Fashion and Apparel Design, acquisition of practical skill-sets is tested through group projects and presentations. CIE has a three-fold objective: first, it catalyses consistent efforts on the part of students second, it provides scope for corrective interventions by the faculty third, if learning outcomes are unsatisfactory, it facilitates review of teaching methods. In 2019-2020, the lockdown following Covid-19, necessitated new strategies of internal evaluation. For this: 1. the Google Classroom was used to prepare online assignments such as multiple choice, short and essay-type questions 2. group discussions were conducted via Zoom or Google Meet 3. the Department of Fashion and Apparel Design assigned practical projects online with the help of demonstration-videos on embroidery, stitching and draping 4. the Department of Geography conducted online practical projects in which field reports were prepared by collecting data via Google Form.

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

Rani Birla Girls' College prepares its Academic Calendar in compliance with the Academic Calendar framed by the University of Calcutta for its constituent colleges. The University also issues schedules for all undergraduate examinations to be conducted during a particular academic session. In the College Calendar, events and processes such as admission, start and end of semesters, semester breaks, recesses, vacations, public holidays and all examinations (Selection, Theory, Practical, Internal and Tutorial) strictly

conform to these University guidelines. Other academic activities in the College, such as internship programmes and field visits by the Departments of Fashion and Apparel Design, Communicative English, History and Geography are also organised in relation to the University Calendar and schedules. Departments are solicited in advance for dates of seminars, workshops, special commemorative programmes (such as the celebration of Dr. Ambedkar's birthday). College events such as Freshers' Welcome, Annual Day, Sports and International Language Day are also planned well in advance. All such activities and programmes are incorporated into the College Calendar. This is prepared under the aegis of the IQAC and is displayed on the College Website as well as on noticeboards in the College at the beginning of each session. This ensures that all academic and co-curricular activities proceed in a systematic manner. Guest lectures and student seminars though, are not necessarily listed in the Calendar. This makes for some flexibility. For the session 2019-2020, events listed in the College Calendar were cancelled / rescheduled post-lockdown, following the outbreak of Covid- 19.

2.6 – Student Performance and Learning Outcomes

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

http://www.rbgc.in/pdf/Programme-Course-Outcomes.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
11	BA	Honours and Major	93	93	100
09	BSc	Honours	15	15	100
20	BFD	Honours	19	19	100
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2.7 – Student Satisfaction Survey

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

Nil

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	0	N.A	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date

NEW MODALITY OF NAAC ASSESSMENT	IQAC	30/06/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
N.A	N.A	N.A	Nill	N.A

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
N.A	N.A	N.A	N.A	N.A	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
N.A	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	HISTORY	1	0
National	HISTORY	1	134
National	EDUCATION	1	0
National	EDUCATION	1	0
International	SOCIOLOGY	1	0

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

Department	Number of Publication
EDUCATION	1
POLITICAL SCIENCE	7
ENGLISH	2
JOURNALISM AND MASS COMMUNICATION	1
HISTORY	3
HINDI	2
LIBRARY SCIENCE	2
SOCIOLOGY	1
GEOGRAPHY	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NILL	NILL	NILL	Nill	0	0	0

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NILL	NILL	Nill	Nill	0	0	0

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	20	11	0
Presented papers	5	6	1	0

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NIL	NIL	0	0

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NILL	NIL	NIL	0

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NIL	NIL	NILL	0	0

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
STUDENT PARTICIPATION	5	0	1
STUDENT PARTICIPATION	8	0	1

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	Internship	AMRIT Export	12/12/2019	12/02/2020	1
Internship	Internship	GN Garments	12/12/2019	12/02/2020	1
Internship	Internship	Karigar n Company	12/12/2019	12/02/2020	1
Internship	Internship	Shriyanka Enterprise	12/12/2019	12/02/2020	1
Internship	Internship	Jal Trading Company	12/12/2019	12/02/2020	1
Internship	Internship	Turtle India Ltd	12/12/2019	12/02/2020	1
Internship	Internship	Maasis Interfashion Pvt Ltd	12/12/2019	12/02/2020	1

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
BANKIM SARDAR COLLEGE	08/02/2020	QUALITATIVE INITATIVES	655

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
215000	100577

4.1.2 – Details of augmentation in infrastructure facilities during the year	
Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Classrooms with LCD facilities	Existing
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Partially	2.0	2011

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Reference Books	17670	0	330	0	18000	0
e-Journals	95000	5800	0	0	95000	5800
CD & Video	101	0	0	0	101	0
Journals	21	0	0	0	21	0
Library Automation	5	140000	0	0	5	140000
Weeding (hard & soft)	912	0	0	0	912	0
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	Nill
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/	Others

								GBPS)	
Existing	98	4	51	2	0	6	38	40	0
Added	0	0	0	0	0	0	0	0	0
Total	98	4	51	2	0	6	38	40	0

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

<div align="center">40 MBPS/ GBPS</div>

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
1244000	686757	90000	42460

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

Computer system upgradation is done on annual basis. Any form of emergency occurred and demands individual upgradation is carried out keeping in mind the need for update, deployment and maintenance of the computer in the institution. All hardware and software of the computer and accessories are taken care by CALTECH INFOCOM through renewal Annual Maintenance Contracts. Institution website is maintained by SOLUS Communication. College library is maintained through the software SOUL 2.0 and periodically updated by INFLIBNET of UGC. Over all maintenance of the college is done in a systematic way through the infrastructure committee for any type of physical maintenance of the classroom, auditorium etc of the colleges. Committee forward its recommendation for maintenance to purchase and finance committee for the allocation of budget.

http://www.rbgc.in/pdf/Procedures-Policies-Maintaining-Facilities.jpg

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	00.00	0	0
Financial Support from Other Sources			
a) National	Aikyasree, Kanyasree,Swami Vivekananda Scholarship	381	43400
b)International	Education	1	30000

	Scholarship(Govt. of Bangladesh)			
		[View File](#)		

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
SOFT SKILL DEVELOPMENT	15/07/2019	58	COLLEGE
REMEDIAL COACHING	01/08/2019	600	COLLEGE
LANGUAGE LAB	08/07/2019	38	COLLEGE
PERSONAL COUNSELLING	06/07/2019	100	COLLEGE
MENTORING	15/11/2019	500	COLLEGE
YOGA	11/02/2020	77	COLLEGE
MEDITATION	11/02/2020	77	COLLEGE
		[View File](#)	

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	COMPANY SECRETARY COURSE	0	20	0	0
2019	HIGHER/INTERNATIONAL STUDIES	0	50	0	0
		[View File](#)			

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
WIPRO, JB APPARELS, YS APPAREL	7	4	SELF BUSINESS	0	3

ENTERPRISE, DESIGNER AVISHEK ROY					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	4	B.FAD	FASHION & APPAREL DESIGN	REFER UPLOADED FILE	M.Sc
2020	22	B.A. HONS	ENGLISH	REFER UPLOADED FILE	REFER UPLOAD FILE
2020	1	B.A. HONOURS	EDUCATION	EAST CALCUTTA GIRLS' COLLEGE	M.A.

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

Items	Number of students selected/ qualifying
NET	1

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

Activity	Level	Number of Participants
ANNUAL SPORTS	COLLEGE	120
ANNUAL DAY	COLLEGE	300
TALENT HUNT	COLLEGE	50

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	NIL	International	Nill	Nill	NIL	NIL
2019	ESSAY COMPETITION	National	Nill	1	NIL	PRATIKSHA DEB

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

RANI BIRLA GIRLS' COLLEGE, KOLKATA HAS STUDENT REPRESENTATIVES IN ALL THE CO-CURRICULAR SUB-COMMITTEES. THESE SUB-COMMITTEES, UNDER THE GUIDANCE OF THE TEACHERS ACTIVELY ORGANISE AND PARTICIPATE IN VARIOUS ACTIVITIES LIKE DEBATES, POSTER COMPETITIONS, SEMINARS, TALENT HUNT, NATIONAL DAYS, LANGUAGE DAY PROGRAMMES, STUDENT ADVISORY PROGRAMMES, SPORTS

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Rani Birla Girls College Alumni Association was started with 50 students in the year 2002 and registered as a society under West Bengal society Registration Act 26 of 1961 on 9th April 2003(09.04.2003). The objective of the organization is to promote fellowship and establish, renew and maintain contacts with former students, teachers, non teaching staff and all others associated with this college. In spite of being a fledgling nonprofit making body the association donated ?1000 to the college building fund in December 2004. The association has proposed to create an endowment of rupees 4000 to the college for annual award to a student for academic achievement in BA honors examination of University of Calcutta. The alumni constituted a resource bank of professionals who are also well equipped and always willing to help the present students in areas like soft skill training, career counseling, psychological counseling, etc, which they require for their next step in corporate and business world. The Association supports social service activities, promotes the work of an NGO Ankur Kala for the rights and dignity of the poor, marginalized women.Iswar Sankalpa and Ankur Kala are two(2) social service organisations initiated by college alumnus, Ms Sarbani Chatterjee and Ms Anne Joseph, respectively and actively promoted by the Alumni Association.

5.4.2 – No. of enrolled Alumni:

69

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

125

5.4.4 – Meetings/activities organized by Alumni Association :

NIL

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The institution has imbibed the spirit of decentralization and imparted the practice of participative management from long time keeping in view the objectives of the governance and management. Various responsibilities regarding the management or governance of the institution are duly distributed among its stakeholders wherever applicable. Activities whether administrative or educational are managed by different committees having representative from the faculty members, non-teaching staff, and also from the student community wherever applicable. Members of different committees are entrusted with a range of activities which gives them the scope to show their administrative skills apart from teaching or non-teaching activities. The different committees of the college looking after the academic, administrative and co-curricular aspects report to the Principal about their activities, ensuring efficiency, coherence and functionality. Teachers' Council of the college acts as the proper

communication channel between the Principal and the teaching staff. The Internal Quality Assurance Cell or IQAC ensures active engagements of all the stakeholders in its various tasks of planning, development and evaluation.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Research and Development	Several teachers are engaged in active doctoral research and publication. In addition to this, a significant number is actively engaged in serious academic pursuits.
Teaching and Learning	The departmental heads conduct departmental meetings for syllabus distribution and monitor the progress of syllabus completion from time to time. The departments maintain strict compliance to the academic calendar for teaching the prescribed curriculum. Conventional lecture method is supplemented with practical demonstrations, lab sessions, field trips, seminar presentation, invited lectures by experts, play readings etc. Interactive learning is encouraged particularly through group discussions and presentations. Continuous evaluation of student's performance is practiced, and regular parent teacher meetings are held for communicating student's progress. The laboratories of various departments are extensively utilized for practical teaching and learning.
Examination and Evaluation	The college conducts examinations as per the regulations and notifications issued from time to time. The faculty is well acquainted with the stipulated evaluation criteria as prescribed by the University. The students are made aware of the details of the evaluation process by concerned teachers through orientation and introductory classes. Internal examinations comprising of class tests, tutorial, home assignments, presentation etc. are conducted to prepare the students for the end semester examinations. The institution utilizing its infrastructure and staff conducts the University examinations as well.
Human Resource Management	A training programme on NAAC

	assessment and accreditation for affiliated colleges revised accreditation framework was organized for the teaching staff on 30th June, 2020. In collaboration with the college, the Kolkata Police organized self-defence training programme for the students empowering them and making them more confident. The student's Advisory Committee maintains regular liaison between staff, college and the students. The College Alumni is encouraged to engage with past pupils and holds programmes to nurture and rejuvenate the institutional ties with them. The Career Counselling Cell organizes programmes in association with external bodies/ organization for advising students in career advancement. Each department has a seminar library for additional books and support for advanced learning.
Industry Interaction / Collaboration	The students from Communicative English, Journalism and Mass Communication and Fashion and Apparel Design departments have undergone training programmes organized by various industries. 17 students of Fashion and Apparel Design attended internships at Turtle India, Amrit Exports, G.N. Garments and Lalune Fashions, and 14 students of Communicative English undergone job trainings at B. P. Associates, India Restaurant and Caterers, Royd Nurshing Home and Health Card Limited etc. P.C. Chandra Group conducted its Annual Gold Lites Divas Beauty Contest for first year students.
Admission of Students	Admission was conducted fully via online mode confirming to the regulations laid down by the University. The admission committee was proactive and responsive towards fulfilling and completing the procedures. One teacher and one non-teaching staff were available to respond to telephonic queries.
Curriculum Development	It is restricted to the curriculum as prescribed by the University. Suggestions and clarifications concerning curriculum development are verbally communicated through representative members of the U.G. Board of studies and through CBCS workshops on curriculum organized by the University.

Library, ICT and Physical Infrastructure / Instrumentation	The college library runs UGC sponsored software SOUL (2.0 version) which enables accession and circulation. Through N-List programme of INFLIBNET the teachers and students can access 90,000 e-journals and e-books. Smart classroom has been introduced for efficient teaching and learning. A control room has been operationalized and refurnished for conducting the University examinations wherein the college serves as the external centre.

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

E-governace area	Details
Finance and Accounts	Fees collection including examination fees, admission fees, refunding in case of cancellation of admission etc. from students is done online. The entire processing of the salaries and generation of play slips is done online. Accounts department maintains records through digital documentation. Ledger records are maintained through Tally ERP.
Student Admission and Support	Admission was conducted fully via online mode confirming to the regulations laid down by the University. SMS through notification gateway was sent to the applicants confirming successful submission of application and receipts of payments. Data required by the University for registration was sent online based on the information drawn from the application forms. A good number of students were registered beneficiaries of various state sponsored schemes like Kanyashree, Aikashree, Minority Scholarship, Swami Vivekananda Merit Scholarship through e-portals.
Examination	The form submission, registration and marks submission for examination were done online as prescribed by the University.
Planning and Development	The Management Information System has a database of details of staff, students, financial matters and all the important information necessary, thus helping the administration identify key areas for planning and development. It also includes data pertaining to admission, University registration and results. Information sought by the Department of Higher Education likewise

	is available in the system. The College also has to upload and update academic, administrative and financial data in BANGLA UCCHASHIKSHA PORTAL Further building of the infrastructure of the institution is restricted by its subjudice status. However, the Building Committee with members from teaching and non-teaching staffs looks after the repairing and maintenance of the infrastructure.
Administration	Much of the college's administrative work is done online. The college website functions as the medium to convey all administrative and educational activities including accreditation and ranking certificates. For example, it notifies admission procedures prior to fresh admission and updates institutional events on a regular basis. Every student has a unique identification number, the use of which is indicative of fee status, admit card, University registration number and roll number. The College maintains its link with Higher Education Department also online through dedicated email and WhatsApp 24x7 so that urgent matters are conveyed immediately and appropriate action can be taken instantly. The college library runs UGC sponsored software SOUL (2.0 version) which enables accession and circulation. Through N-List programme of INFLIBNET the teachers and students can access 90,000 e-journals and e-books.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	Nil	Nil	Nil	0
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 6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)

| 2020 | NAAC assessment and accreditation for affiliated colleges revised accreditation framework | Nil | 30/06/2020 | 30/06/2020 | | 39 | Nill |

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Program	2	04/06/2020	01/07/2020	24
Faculty Development Programme	1	27/05/2020	31/05/2020	5

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
6	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. WEST BENGAL HEALTH SCHEME 2. COLLEGE PROVIDES TEA	1. ESI PROVISION FOR THE GUARDS OF THE COLLEGE 2. COLLEGE PROVIDES TEA ON DAYS WHEN COLLEGE IS OPEN	KANYASREE, SWAMI VIVEKANANDA MERIT CUM MEANS SCHOLARSHIP

6.4 – Financial Management and Resource Mobilization

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

The internal and external audit of the institution for each financial year is conducted by the auditor empanelled by the Department of Higher Education, Govt. of West Bengal.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil

No file uploaded.

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	Audits are conducted through feedbacks and examinations
Administrative	Yes	Bikash Bhaban, the Department of Higher Education, Govt. of West Bengal	No	College maintains daily book and cash book to record all financial expenditures and financial gains through student fees.

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

Parent - Teacher meetings were conducted on a regular basis. The students with poor attendance and lapses were sufficiently counselled and supported through the interaction with their parents. Parents ere encouraged to meet the teachers for communicating their wards progress to them.

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

A training programme on NAAC assessment and accreditation for affiliated colleges revised accreditation framework was conducted by the IQAC for teaching and non-teaching staffs. The staff of the accounts department underwent a training programme for proficiency in the HRMS system and the PFMS. A training organized by the University was attended by the staff (non-teaching) to be more efficient in matters pertaining to registration and submission of forms for examination. Training was also provided to the laboratory support staff in matters pertaining to the use of different equipment.

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

Upgradation of the library (purchase of books) and laboratories, Submission of data on AISHE and NIRF portals, Smart classrooms and google classrooms were introduced, Seminars organized in collaboration with educational institutions, Skill Enhancement Course on Accessory Design Programme was introduced in the Department of Fashion and Apparel Design, Enhanced use of ICT in the teaching learning process

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Workshop on New Modalities of NAAC	30/06/2020	30/06/2020	30/06/2020	100
2020	Add on Course on Fashion accessories Designing	07/03/2020	Nill	Nill	43
2020	Participation in NIRF 2020 of Ministry of Human Development	14/02/2020	Nill	Nill	591
2020	Meditation	11/02/2020	Nill	Nill	77
2020	Yoga day Celebration in College	11/02/2020	Nill	Nill	77
2019	Soft Skill Development	15/07/2019	Nill	Nill	58
2019	Language Lab	08/07/2019	Nill	Nill	38
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Training on Self-Defense (Sukanya project) initiated by the Community Policing Wing, Kolkata Police	21/01/2020	28/02/2020	40	Nill
Celebration of International Women's Day	08/03/2020	08/03/2020	74	Nill

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

Percentage of power requirement of the University met by the renewable energy sources
Plans for Installation of adequate number of power saving LED lights. Maintenance of the greenery in the adjoining open space. Regular cleaning of

campus. Cleaning of water reservoirs at regular interval. Frequent application of bleaching powder and routine spraying of pesticide in the whole premises for prevention of Malaria and Dengue. Briksharopan (Sapling Plantation) every year on the occasion of World Environment Day. Sustainable waste management strategy taken by the college by using separate bins for segregation of Bio-degradable and non bio-degradable waste. Arrangement of seminars on environmental consciousness for strengthening spirit of protecting and conserving the environment. A skilled gardener to look after the greenery.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Rest Rooms	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nill	1	06/08/2019	1	Sapling Plantation	Environmental Consciousness and Preservation	50
2020	Nill	1	21/01/2020	35	Self-defense Training	Skill development and physical empowerment	40

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

Title	Date of publication	Follow up(max 100 words)
Prospectus in website and delivery of hard copy during verification process for students	01/06/2020	Students get familiarized with the quality checks of the institution and sensitized about rules, regulations, values and ethos of the college
Observance of independence Day	15/08/2019	In commemoration of the great souls relentlessly fought for our independence
Maintenance of Yellow book (Daily Register)	01/07/2019	To record the academic and administrative

7.1.6 – Activities conducted for promotion of universal Values and Ethics			
Activity	Duration From	Duration To	Number of participants
Celebration of the birthday of Dr. Sarvapalli Radhakrishnan	05/09/2019	05/09/2019	75
Observance of Human Rights Day	10/12/2019	10/12/2019	83
Celebration of International Language Day	21/02/2020	21/02/2020	72
Celebration of National Commnal Harmony Week	20/11/2019	22/11/2019	36

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

Campus is truly maintained as no-smoking zone. Garbage are regularly collected from office, canteen and different parts of the campus and disposed off in specified locations. Plantation of herbal and seasonal plants. Initiative to use less paper in conducting official works. Communication through email and messages are entertained. Special measures taken during the pandemic situation to sanitize the college building by KMC. Installation of hand sanitizing unit at the entry gate.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice- l Title- Collaborative training of students in Industry and other higher Institutions. Objective- To enable the students to gain knowledge and expertise in the areas of garment and accessory designing, fashion merchandising, production procedure etc. Context- The training provided is related to their course curriculum and is to impart thorough knowledge related to garment and accessory designing and production. Practice- The students are sent to the various garment manufacturing industries to gain in hand expertise of production and they are also sent to higher institutions like National Institute of Fashion Technology, Department of Jute and Fiber Technology for collecting Pantone color chips for preparation of color palette and also to learn about advanced finishing and dyeing of garments. Evidence of Success- There is 100 success achieved through this collaboration. It enables the students to gain knowledge in the areas of garment and accessories designing, fashion merchandising and production procedures. Problem- Sometimes industries do not co- operate as this process hampers their production process to some extent. Best Practice—ll Title -Annual Day Celebration. Objective -To disseminate the glorious tradition and culture of the college to the students. To encourage the participative traits in the students. To enhance the spirit to act in collaboration with others and to develop many other attributes like tolerance, self-confidence, mutual respect and the like. Context— Organizing Annual Prize Distribution together with greeting Farewell Message to the outgoing batches of students. Practice—The Annual Day Celebration took place on 28th Feb.2020 in a vibrant manner with the august presence of some academicians as the guests and former faculties of the college. The motivational speech of

the academicians and the colorful experiences of the former faculties shared add a unique flavor to this program. Annual Prize Distribution constitutes a significant part of this program. The outgoing batches of the students are greeted with an inspiring farewell message. A lively multicultural program is staged with the active participation of students, teachers and non- teaching staff. The program ends with the cake-cutting ceremony. Evidence of success—All the stakeholders of the Institution enjoy the program to their fullest. It gives the scope to all for renewing the spirit of unity, integrity and harmony which are very much needed for smooth running of the Institution. The students are enriched with leadership quality, collaborative work culture and tolerance which are very much characteristic of Indian rich cultural heritage. Problem- No problem as the programme is arranged at a time when there are no University of Calcutta examinations.

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

http://www.rbgc.in/pdf/Two-Best-Practices.jpg

7.3 – Institutional Distinctiveness

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

Rani Birla Girls College has been striving to move forward its rich heritage of academic excellence for more than six decades with its commitment to provide a holistic and inclusive education for young women learners. The college caters to a heterogeneous composition of students hailing from middle class family with the average economic base and diverse background though predominantly students are from minority communities. The Institution holds its distinctiveness of running a democratic governance imbibed with the virtues of transparency and accountability in strict compliance with the state rules. Several Subcommittees like Time table Subcommittee, Purchase Subcommittee, Examination Sub Committee, Infrastructure Sub Committee, Student Support Committee, Magazine Sub Committee, Cultural Sub Committee, Seminar Sub Committee are active in resolving issues in its respective field with the Principal as its chairman. The Bursar, Finance Committee act as an extension of Principal's office in managing financial issues. The college is strongly equipped with a good number of highly qualified and responsible teaching and administrative staff staff who are keen to give their best to explore the quality and capabilities of the students. The academic calendar of the college is prepared at the beginning of every academic session in correspondence with academic calendar of the university. The dissemination of the courses is planned to match academic events designed in the calendar. The Institution follows well structured central and departmental time table and adheres strictly to those for ensuring completion of the assigned courses. The teaching practices of the Institution maintain consistent methodology to ensure high quality deliverance. Interactive sessions, ICT enabled classes, tutorial classes, PowerPoint Presentation, project works, field trips etc. are directed towards imparting quality education. A specious library, abundantly rich with Curriculum based books, reference books, premier journals and IT enabled reading resources act as a valued Infrastructural provision which improve and complement the erudite exercises of teachers and students alike. Slow learners are given special attention and are assisted individually during free periods . The college maintains a perfect standard of discipline and punctuality. The faculties maintain "Yellow Book(daily register) to record their daily performances, academic and administrative, for easy reference. The Institution maintains its own "Student Feedback Form " designed to cover all service oriented segments of the college. Feedback analysis are done by the IQAC and the Principal to arrive at requisite resolution. Apart from its pedagogical

commitments, the Institution encourages participation of the students in various co - curricular activities and sincere institutional endeavors are directed towards motivating their talents. The Institution upholds a unique credential of being the only affiliated Undergraduate College under the University of Calcutta to offer a Bachelors Program in Fashion and Apparel Design with high vocational and employability value.

Provide the weblink of the institution
http://rbgc.in

8.Future Plans of Actions for Next Academic Year

To organize National and International seminar. To encourage special lecture and workshop by eminent academicians. To enhance academic excellence. To emphasize value based education for inculcating core values amongst the students further. To promote faculty development program. To enhance the number of MoU with academic institutions of repute for comprehensive growth of the college. To initiate active MoU with NGOs for extension program. To arrange workshops and special lectures for the empowerment of the students. To arrange workshop/training for the non- teaching staff