



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	REGENT EDUCATION AND RESEARCH FOUNDATION GROUP OF INSTITUTIONS
• Name of the Head of the institution	Dr.Rajorshi Bandyopadhyay
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03330085432
• Mobile no	8918313743
• Registered e-mail	registrar@regent.ac.in
• Alternate e-mail	principalrerf@regent.ac.in
• Address	Bara Kanthalia, Sewli Telinipara, North 24 pgs.
• City/Town	Barrackpore
• State/UT	West Bengal
• Pin Code	700121
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education

• Location	Semi-Urban				
• Financial Status	Self-financing				
• Name of the Affiliating University	Maulana Abul Kalam Azad University of Technology (MAKAUT), West Bengal				
• Name of the IQAC Coordinator	Mr. Subhankar Ghosh				
• Phone No.	9477122412				
• Alternate phone No.	03332213013				
• Mobile	8918313743				
• IQAC e-mail address	iqac@regent.ac.in				
• Alternate Email address	subhankarg@regent.ac.in				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://rerf.in/IQAC/naacaqar				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://rerf.in/academicc				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.09	2018	26/09/2018	26/09/2023
6. Date of Establishment of IQAC			03/08/2017		
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	0	0	
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	4
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
<ul style="list-style-type: none"> Official website of Regent Education and Research Foundation Group of Institutions elevated for better information handling and recovery. 	
<ul style="list-style-type: none"> Feedback has been engaged from all stakeholders and it is evaluated and used for developments. 	
<ul style="list-style-type: none"> Conducted Academic Administrative Audit (AAA) and follow up action taken. 	
<ul style="list-style-type: none"> Conducted FDP/Seminar/Industry visit/Expert lecture/Training etc. for the students and/or staff members. 	
<ul style="list-style-type: none"> Directed various awareness programs and outreach events addressing social issues. 	
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
Online Feedback system is to be developed by the initiative of IQAC.	Online Feedback system developed and effectively implemented.
Participation in different institutional ranking systems	Participated in NIRF
Review on further improvement of faculty pursuing PhD & new PhD registration and quality publications.	To reach the targets of '2020-25 strategic plan' of the institution.
Industrial Training	Industrial training conducted successfully for the student
Online access for admission to be provided to the students.	Online access for admission is provided to the students.

Skill development Programmes	Different Programmes conducted at institute level, like ASP DOT NET, Machine learning, AutoCAD, OCTAVE from time to time
Grooming of students to increase employ-ability	Action taken by Career and Courses
E -content development facilities	To make available the e-Content useful to the students, faculty members
Improvement in Faculty Empowerment	FDP attended by faculty in Industry/ in house training on recent technology is improved.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Trustee Board	17/05/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	17/01/2023

15. Multidisciplinary / interdisciplinary

NIL

16. Academic bank of credits (ABC):

NIL

17. Skill development:

NIL

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

NIL

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

NIL

20. Distance education/online education:

NIL

Extended Profile

1. Programme

1.1	08
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	1528
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2	445
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	483
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	122
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	122
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	40
Total number of Classrooms and Seminar halls	
4.2	10

Total expenditure excluding salary during the year (INR in lakhs)	
4.3	420
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Regent Education and Research Foundation Group of Institutions has been affiliated with Maulana Abul Kalam Azad University of Technology, Kolkata. The university directed that the conduction of curriculums must be in online mode for the COVID pandemic situation of last year up to 31st January 2022. From 1st February, 2022 offline classes have been started as per university guideline with chalk and talk method, as well as offline lab classes also started at same time. So for this session, prior to January, 2022, lectures were held online using online meeting platform such as Google Meet and basic study materials, assignments and other necessary documents were made available via Google Classroom in online platform. In offline mode, all of the above were distributed in respective regular class.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The University provides an academic reference calendar for all degree programs prior to the start of each semester. For all activities, including conduction of Continuous Internal Evaluations (CIEs), each department follows same principles and plan their course of action accordingly. Course coverage for each CIE is determined in advance and followed by faculty. There are regular assessments and exams for lab courses, project work, webinars, seminars and student development programs.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://rerf.in/IQAC/naacaqar

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University

C. Any 2 of the above

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

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

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

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)

1

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

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

105

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
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1.3 - Curriculum Enrichment

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

According to the AICTE guidelines, the curriculum for first-year student includes an Induction Program that emphasizes values and ethics. In addition, compulsory courses based on human values and professional ethics are important part of the curriculum, according to the university curriculum for each program. Students should be able to understand the importance of ethics and values in their personal, social and professional lives. The college celebrates national and international important dates such as Republic Day, Women's Day, Independence Day, Teachers' Day, International Yoga Day, and more. These celebrations help students to develop moral, ethical and social values.

The Women's Cell and the Complaints Office are an integral part of this institution. Members of these groups advise and raise gender awareness for students and address related safety and security issues for students, staffs and faculties. CCTV video surveillance and security personnel on campus keep everyone safe.

The second year curriculum includes courses in environmental and ecological sciences, with a focus on ecosystems, their balance and long-term sustainability. This course is designed by the University to increase students' environmental awareness and environmental relevance. Environmental awareness is essential to protect the environment and human survival.

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.	No File Uploaded

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

8

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	View File
Institutional Data in Prescribed Format	View File
1.3.3 - Number of students undertaking project work/field work/ internships	
421	
File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	https://rerf.in/feedback
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	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed
File Description	Documents
Upload any additional information	No File Uploaded
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	
215	
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

77

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 assesses the learning levels of the students and organises special programmes for advanced learners and slow learners.

For advanced learners the approaches adopted are as follows:-

- More challenging work in the form of projects and home assignments
 - A well stocked library with advanced reference facilities
 - Incentives in the form of merit scholarships and prizes
 - Encouragement for participation in inter-college and intra-college competitions, and paper presentations using ICT
 - Special lectures by eminent speakers from industry and academia
 - Free internet access
 - Counselling by faculty to appear for competitive examinations
 - Career fairs, seminars and workshops
 - Opportunities for publication in departmental journals and students' magazines
- Identification of weak students made on the basis of interactions and assessment tests during classes.

The strategies adopted to level up the slow learners are as follows:

- Meeting and communicating to the weaker students their areas of weakness
- Organizing remedial classes
- Teachers available beyond class hours to counsel the weaker students
- Monitoring the progress of the students through written assignments and the progress record maintained

- Evaluated answer scripts of college examinations discussed with students to identify and address their shortcoming

File Description	Documents
Paste link for additional information	https://rerf.in/IQAC/naacaqar
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
10	1

File Description	Documents
Any additional information	No File Uploaded

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

Learning is made more student-centric through a combination of old and new methods of teaching.

In order to motivate the students beyond the scope of theoretical knowledge various student-centric learning methods like workshops, seminars, film shows, group discussions, field trips, institutional visit, slide shows, case study based research projects, internship etc. have been adopted. Student-centric methods are an integral part of the pedagogy adopted by the faculty for which the college provides all possible support such as:

- Smart classrooms
- Interactive projectors and smart boards
- Personal laptops for faculty
- Fully Wi-Fi campus
- Internet room
- Open access library
- Facility to download e-resources
- Digitization of lessons
- Institutional guidance for students' research projects , internships and industrial training.
- Reprographic facility at subsidized rates

- Institutional membership of National Digital Library, MHRD, Government of India.
- Fund allocation for institutional visits and excursions
- Institutional book grant and extensive resources (both online and offline)
- Fund for publication of departmental journal
- Fund for purchase of laboratory instruments, equipments and materials
- Sponsoring students' collaborative initiatives (guided by IIC, RERFGOI)
- Fund for organizing workshops, seminars and conferences

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://rerf.in/IQAC/naacaqar

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The ICT enabled learning environment of the institution is conducive to developing creative and critical thinking as well as scientific temper among the students. Faculty is provided with the requisite facilities for preparation of computer aided teaching - learning material. Both faculty and students have access to the following modern teaching aids: The online teaching -learning facility was very much in place with the support of a renowned online platform provider since 2015. The platform has been put to extensive use during the pandemic times when distant teaching-learning became the only mode of communication between the teachers and the students. Regular classes are taken through this on-line platform according to a fixed routine set by the institution. Classes are accessible 24X7 as recorded material in the LMS reaching out to the students beyond the regular teaching hours Adequate number of high end interactive projectors and computers for use in seminars and lectures Digitization of lessons State-of-the-art Media Lab, Computer Labs, Language Lab and Audio-Visual room Interactive smart boards High end personal laptops and i-Pad minis for faculty. A well-equipped open access computerized library with internet facility is available for faculty and students. E-resources are available through national networks.

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**

133

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

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

133

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**

13

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**

704.3

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

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

IT integration and reforms in the examination procedures and processes (continuous internal assessment and end-semester assessment) have brought in considerable improvement in the examination management system of the institution IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in Examination Management System (EMS) of the Institution The Institute follows Continuous Internal Assessment as it not only firmly strengthens the effectiveness of both teaching and learning processes but also encourages the understanding of teaching as a developmental process that evolves over a period with suggestions and valued inputs from the learners. Continuous assessment involves prudently keeping records on the students continuously and systematically considering the periodic performances of students in academic activities such as assignments, quizzes, cases, projects, etc. Internal & External Components: To meet the Continuous Internal Assessment process, the evaluation of every course is divided into two components, Internal and External with the weightage of 70% and 30% respectively. The External component is the end-term examination of the courses while the internal component includes Quizzes, Cases, Assignment Submission, Class participation, Classroom engagement, etc

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://rerf.in/IQAC/naacaqar

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

Mechanism to deal with internal/external examination related grievances is transparent, time-bound and efficient. The mechanisms for redressal of grievances with reference to evaluation are as follows:

For university examinations:

- Review of answer scripts are done as per university norms
- RTI provision is also available.

The students forward their applications to the college Examination Department, where from the issues are forwarded to the affiliating university

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://rerf.in/IQAC/naacaqar

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.

RERF conducts curriculum reviews of the University programs on a regular basis once in two years. Also undertakes such review whenever required as per need. It is a rigorous process that involves all faculty, inputs from students, alumni, and recruiters, though we need to adhere to the University norms, syllabi, and guidelines.

In the process, the Director constitutes a core committee headed by a Senior Professor which includes the Dept. Heads / Programme Directors, the Academic Council of the college. The core committee will conduct internal meetings with every department to ascertain content and pedagogical changes required based on their past experiences on meeting the objectives of the courses and also the program outcomes. Each of the departments will conduct their internal meetings in revising the courses of their respective departments indicating the changes in contents, credits, and pedagogy. The broad contours of the review will take into account the AICTE/UGC guidelines in vogue. After the internal discussions, the curriculum review committee including the external members will go through each and every course for its relevance to the program outcomes and the requirements for the industry and society.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://rerf.in/IQAC/naacaqar
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

COs are measured using the following direct methods that provide concrete base for assessing if the student has assimilated knowledge of the course taught. Continuous Assessment Tests, Comprehensive Examination, Internal Assessment Assignments, Laboratory experiments, Projects and Viva-voce examination, Internships / Industrial Training Seminars and Presentations, Case studies and Role Play, In-class individual and group activities, COs are assessed using suitable weightage allocation to Continuous Assessment and Comprehensive Examination marks.

Result Analysis Reports of all the courses are generated. When all the COs of all the courses in a programme are attained, it indicates the attainment of the POs. Consistent high pass percentage of students in the courses is indication of the high attainment of the Course Outcomes. Attainment and evaluation of POs.

POs are evaluated through direct and indirect method. Curriculum Feedback from final year students, at the end of final semester. The number of students opting for higher studies, alumni as successful professionals, entrepreneurs and employees of reputed organisations, number of placements are indicators of the attainment of POs.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://rerf.in/IQAC/naacaqar

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

435

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	No File Uploaded
Paste link for the annual report	https://rerf.in/IQAC/naacaqar

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://rerf.in/IQAC/naacaqar>

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)

NIL

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)	View File

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

NIL

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

0

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

The College provides enriching ecosystem for inculcating research and innovative approach amongst the students and staff by taking several initiatives at College level through financial, technological and infrastructural support and at faculty level by providing platforms through events, programs, seminars, workshops, skill based courses and research publications. There is an Innovation & Incubation Cell created as per norms of Centre for innovation, incubation and Linkages. There are MOU's signed with numerous companies over the years for developing awareness, training of students and staff members. The central library provides facilities for knowledge and research support through reference books, research journals, reading room, Digital library. There are spacious laboratories and ICT facilities available for all the departments. For developing Innovative and scientific temperament amongst student's different events like quizzes, Poster presentation and workshops are conducted. Every year, Tech Fest, a science exhibition of Models is organized and the students procuring 1st position are awarded and encouraged to build the prototypes of their model. The college has a local chapter of NPTEL (Supported by MHRD, Govt. of India) and a spoken-tutorial program backed by IIT Bombay. For the up gradation of Faculty's the college supports faculty members either in form of leave or financial aid.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://rerf.in/IQAC/naacaqar

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

22

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

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	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

12

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

2

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension is a learning-teaching method that links significant volunteer work to academic curricula. As per MAKAUT curriculum, all the students must gain Mandatory Additional Requirement points by participating in a variety of extracurricular activities. Besides that the college also has a number of committees to engage students in different extension activities. The NSS Cell aims at developing amongst students a sense of involvement in nation-building through social work by encouraging students to take active participation in society's daily activities; this enhances and enriches the individuality of the students. The college tries to take an active role in the upliftment of the nearby locality. The students of NSS regularly clean the nearby locality, plant saplings in areas around college and water the trees. The college also organizes programs to inculcate among students the sense of Gender Equality. During the pandemic many students had taken to the electronic media and helped COVID affected people of Kolkata with oxygen cylinders, information on available beds in the hospitals and blood. The college gives them every opportunity to explore all ways of helping the community. The students are coming up with new ideas and ways to reach out to the community. The students also take active participation in various seminars and cultural activities aiming at personality development of students. The NSS Cell also organizes programs to celebrate various significant days like International Day of Yoga, , World Environment Day, Tree Plantation Week etc.

File Description	Documents
Paste link for additional information	https://rerf.in/IQAC/naacaqar
Upload any additional information	No File Uploaded

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

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

0

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

3

File Description	Documents
Reports of the event organized	No File Uploaded
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

208

File Description	Documents
Report of the event	No File Uploaded
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

2

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	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
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.

A proper infrastructure and facilities are provided for the teaching learning process to maintain proper state of art. Some of the classrooms are equipped with the latest LCD projector, LAN connection in the computer, Wi-Fi for the participants, microphone & good sound system. Video conference facilities are also used for organizing lectures given by professors residing in other countries. The computer laboratories are well equipped so that students can perform lab classes with hindrance. Institute provides different computing software like MATLAB, PSIM, PSPICE, AUTOCAD, ADOBE ACROBAT, PHOTOSHOP, etc., which are used by the students as well as faculty members for teaching, learning & research process. Wi-Fi facilities are provided in every corner of campus for easy access of students and faculties for their development. The faculty members use Google Meet, Zoom, etc. for conducting online quizzes, taking online attendance, uploading course materials, assignments, Research projects, etc. The students can also upload their assignments in Google Classroom for

evaluation. It also helps the students and faculty to interact with each other by sending comments after evaluation

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The students are provided with both indoor and outdoor sports facilities. Among indoor games students enjoy carrom, table tennis etc. Annual sports are also organized. For physical well being yoga is kept compulsory at the first semester itself. A proper gymnasium facility is maintained. They also have a common room for reading story books. The institute has state of an art Auditorium on the campus and an Open-Air theatre which are used by the students for organizing different cultural & social activities.

File Description	Documents
Upload any additional information	No File Uploaded
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.

12

File Description	Documents
Upload any additional information	No File Uploaded
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)

₹ 41,12,000

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
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)

A vast collection of books is available at the RERFGI Central Library in various fields of Engineering, Management and basic science. The collection of books is not limited to only Indian authors but also have many foreign writer books which are accessible in printed or e-form to its Readers for their reference. Apart from that the RERFGI provides an extra facility of a book bank. It continued with its endeavour to add to its collection specialized publications, reports, Databases, e-Journals, Print Journals, Articles, etc., and get itself updated regularly. At the present date Library has an impressive collection of 48889 books, 1813 CDs/DVDs, 22 periodicals, 70000 e-books under NDL, and 4711 e-journals under J-Gate and 51 Journals. Not only this library has also installed 04 computers in the Library. The e-journal facilities are accessed by these computers.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

D. Any 1 of the above

File Description	Documents
Upload any additional information	No File Uploaded
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)

₹ 2,85,483.00

File Description	Documents
Any additional information	No File Uploaded
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

60

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The IT facilities available in our institution are state-of-the-art. We have a dedicated team who work round the clock to ensure that all our hardware and software are up-to-date and functioning without any problem. The college provides computer facilities to the students to learn experimentally and also to gain access to the cutting-edge technologies in the IT world. These systems have excellent networking facilities. The IT facilities that are available in supporting academic and non-academic activities include: 1) Desktop computers in all departments. 2) Wi-Fi Internet throughout the campus. 3) All desktop computers are connected to Campus Network. 4) Printers Provided in all departments 5) All computer systems are connected to Uninterrupted Power Supply. The internet bandwidth provided through Wi-fi is 50 Mbps. The institute has Wi-Fi facility in the college campus for the student and faculty members to avail internet connection at any place in the college. This helps the students to avail facilities like e-mail, upload or download any documents. Not only these it also encourages the students to take up new projects, or participate in any kind of seminars, competition. As they have full resources to prepare themselves and become technically skilled.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

410

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

4.3.3 - Bandwidth of internet connection in the Institution

A. \geq 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

₹ 69,88,600

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

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

The students are provided with every facility involving laboratories, libraries, computers, classrooms etc. after their admission. The curriculum involves laboratory syllabus as well so they are provided laboratory facilities to fulfil their experiments under the guidance of faculties. The classroom belongings like boards, and furniture are utilized by the students on regular basis. The maintenance and the cleaning of the classrooms and the laboratories are done with the efforts of the non-teaching staff and in major cases the college goes for the maintenance contract to local experts. The college garden is maintained by the gardener appointed by the institute. The college has adequate number of the computers with internet connections and the utility software's distributed in different locales like office, laboratories, library, departments etc. The academic support facilities like library, the sports and the other platforms supporting overall development of the students like NSS or Competitive examination cell etc. are open to the college students. Accession to library is permitted at the cost of the deposits as caution money. A provision of the budget for the library maintenance is made by the college management.

File Description	Documents
Upload any additional information	No File Uploaded

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	
538	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	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	
0	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	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	https://rerf.in/IQAC/naacaqar
Any additional information	No File Uploaded
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	

373	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
373	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	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	
160	
File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File
5.2.2 - Number of students progressing to higher education during the year	
5.2.2.1 - Number of outgoing student progression to higher education	
13	

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

2

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

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

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 establish a smooth chain of communication, the faculty members of each departments select class representatives (CR) in each classes for their respective departments. In addition, we

encourage students from each department to be a member of each institutional committee not only to convey the committee decisions but to contribute in making those decisions by providing their fresh and valuable ideas for the functioning of the committees. We have involvement of students in both Academic committees such as 1. Innovative Project Committee, 2. Seminar / Conference Committee, 3. Wall Magazine Committee, 4. Newsletter Committee, 5. Quiz Debate Committee and Administrative Committees such as 1. AntiRragging committee, 2. Cultural Committee, 3. Fest Committee, 4. Canteen Committee, 5. Sports Committee, 6. Photography club, 7. NSS Committee.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

7

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Although there is a RERF alumni association, it is not registered under the government regulation and we are hoping to get it registered by next academic session. However, still the alumni interacts with the students virtually as well as physically to guide them regarding trending technologies, job market, future career options etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Our vision is to train the students to become quality executives with high standards of professionalism as well as morality and ethics using our excellent resources, infrastructural and technological support in all the streams. We think that pupils should have their individuality fully developed. Our goal is to place quality education in the context of Swamiji's vision of distributing education across society in this age of economic liberalisation, globalisation, and technical super-advancement.

Our mission is to harmonize the traditional Indian values with the new values brought through the progress of science and technology and bring forth an all-around development of the students with a focus on innovation and improvement. Propagation of advanced and modern education on the firm grounds of our own philosophy and culture. We work hard to elevate the academic standards at the college to the highest levels possible.

The scholastic program design and courses are created and refreshed remembering the developing economy, the requirements of the corporate area, and of society. A mechanical empowered grounds with cutting edge instructing, imaginative examination, and the board apparatuses for extending the limits of thought and experience.

To create a field where original ideas, research, and funding flourish, encouraging the emergence of makers, pioneers, and businesspeople.

To continuously connect with students while they plan their education in order to ensure that they receive the best grade possible when they graduate from the organisation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The institute follows a Bottom-Top approach, undertaking which affects decentralized and participative management. It is fetched to the notice of the hierarchy only when it cannot be explained. The departmental collectively are built under the guidance of HODs/Registrar/Principal. Faculty members are given representation

in various committees/cells. Every year, the composition of different committees is changed to ensure uniform exposure of duties for the academic and professional development of faculty members.

Institute Committees Majority of the members is faculty members. The committee decisions are final and in case of dispute, the Board of Governors is the final authority. These are Internal Quality Assurance Cell, Academic Committee, Research, and Development Committee, Examination Committee, Training and Placement Committee, Student Affairs Committee, Cultural Committee, Anti-Ragging Committee. Transparency is maintained by sharing all information on the college website for ready reference of all the stakeholders of the college as well as the citizens. The principal made a committee to look after the sanitization and covid-19 preventive operation in the institute effectively under the supervision of the administrative officer and continue the academic activities such as online teaching-learning, project reviews, Digital Classroom, Multimedia Classroom, Lab-based Courses by using Google meet, Zoom app.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Admission of Students

The Institute has a well-organize transparent admission system. All admissions are based on merit in accordance with the rank obtained West Bengal Joint Entrance Examin (WBJEE) and all India-level entra examinations of JEE (Main).

Teaching and Learning

The institute used a scientific approach. The higher authority occasionally monitors the process at routine meetings with teachers and by collecting student input.

Human Resource Management

The institute has hired a suitable number of faculty members, technical assistants, and class IV staff members in accordance with the standards established by the governing bodies.

Research and Development

Institutional policies for research and development are well established and periodically reviewed. By granting special casual leaves and easing their burden.

Curriculum Development

The institute is affiliated with MAKUT which drafts the curriculum for the affiliated institutes. RERFGI is one of the institute to put forward inputs during the course of the curriculum based on the examination of its faculty and considering it

Examination and Evaluation

Examination: Question bank and course outcome-based internal class test also prepared by the course coordinator. The university conducted a semester-e examination where faculty members are participating by submitting model of questions. 70 weightage for end semester examination and 30 weightage for the continuous evaluation.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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.

Planning and Development

Academic calendars are prepared on the commencement of the academic session. The uploaded to the institute website. Ready enumerator for odd and even semesters. Every year for 1st-year students implement an induction program Emphasize self-learning/learning between the syllabuses.

Administration

The institute and parent society are works together to achieve betterment of the administration in all courses by maintaining the utmost transparency. Regular students' attendance is mandatory. Through the biometric system faculty staff, attendance is recorded. All important areas and lobbies are under CCTV surveillance.

Finance and Accounts

Scholarships and freeships for students are digitally recorded in the accounting department. Fees are collected using an ERP and bank. With an SMS notification. Transfer salaries are directly credited to the accounts with SMS intimation.

Student Admission and Support

The college website uploads notices regularly. Student admission is carried out by the ERP system. Ability improvement development schemes for competitive examinations, soft skill, Grooming class, remedial class and development for career counseling, meditation, yoga and personal counseling.

Examination

The college website regularly upload examination-related information and notices. Internal assessment tests marks are uploaded the university portal and students check the marks through the student login ID portal. As per the university noticed end semester forms are fillup online system and examination is hosted as per the university schedule. The university results are circulated departments for record and it is available in the Member's Area on university website.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.rerf.in/organogram
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

1. Full paid Maternity Leave Under humanitarian grounds, RERF provides 180 days full paid maternity leaves to all female employees.
2. Fee concession to wards of economically weak staff. The provision is made for financial support to economically weaker staff of RERF in the form of fees concession to their wards.
3. Festival advance Non-teaching staff were provided festival bonus as per their respective job responsibilities once in a year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6

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)	View File

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

29

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)	View File

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

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

39

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded

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

[View File](#)

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

The improvement of the by and large hierarchical exhibition of groups and people for guaranteeing the accomplishments of the generally speaking authoritative mission and vision. For profession improvement similarly for educating and non-instructing by allowing to seek after higher examinations, go through preparing program, goto courses, discussion, gatherings, studios at National and International level. Further, toward the finish of every semester, criticism structures are given to the understudies for every one of the courses went to by them. The input structures as survey gather data about the educator and various viewpoints relating to the instructing system. A group comprising of the Head of the Department and Senior Professor in the Department, goes through the criticism structures gathered from the understudies and recommend appropriate measures to further develop the instructing learning process.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Internal and external audits are handled efficiently by the institute. Chartered Accountants frequently audit the Institute's accounts department. When there are extra costs over what is proposed in the budget, special permission from the management's approval authority must be obtained.

Internal Audit:

The Institute has a finance committee, has hired a certified auditor, and has assembled a group of employees to work under them to do methodical verifications on a regular basis. Internal auditing is done to ensure that the institute's operations are carried out effectively, that assets are protected, that fraud and other illegal activity is prevented and detected, that financial records are complete and accurate, and that financial statements are prepared on time

External Audit:

The college appoints the external auditor to conduct audits of the Institute's financial accounts. At the conclusion of each fiscal year, trained chartered accountants do an audit of the financial records. The financial documents, including the balance sheet,

notes on accounts, and the income and expense statements, are all certified.

A qualified chartered accountant conducts a yearly internal financial audit. Different types of expense such as fees collection, staff salaries, any type of purchase, repair maintenance, etc. are checked.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

NIL

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)	View File

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

The institution regularly evaluates how effectively and efficiently financial resources are being used. The Regent Education and Research Foundation group of Institutions is mostly funded by private foundations. These funds cover all expenses, both on-going and one-time. To monitor how effectively financial resources are being used to create the infrastructure required to serve academic needs, the institution has put in place a clear system. Each cell's coordinators will be present, including those for the placement cell, library advisory committee (for the purchase of books/journals), purchase committee (for the cost of repairs and maintenance), printing and stationary, equipment and consumables, furniture and fixtures, NSS cell, sports, etc.

The finance committee thoughtfully takes into account all submitted ideas as well as the principal's and management's suggestions when creating an annual budget estimate. The purchasing process is started by the purchase committee, which consists of the account officer and all heads of departments, when the budget has been approved in its whole. As a result, quotations are requested, and purchase orders are submitted following successful negotiations. Bills and vouchers make every transaction

transparent. The entire process of the procurement of the material is monitored by the IQAC, purchase committee and principal.

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 Internal Quality Assurance Cell (IQAC) has been set up in the College at the occurrence of the National Assessment and Accreditation Council (NAAC) as a post-accreditation quality sustenance measure.

The excellent undertaking of the IQAC is to foster a framework for cognizant, reliable and reactant improvement in generally execution of the Institutions. The IQAC will make a huge and significant

commitment in the post-accreditation period of the Institution. During the post accreditation time frame, the IQAC will channelize all endeavours and proportions of the Institution towards advancing its scholarly greatness.

Capacities and Process:

Improvement and utilization of value benchmarks/boundaries for the different scholarly and authoritative exercises of the Institution. Game plan for criticism reactions from understudies, guardians and different partners on quality related cycles of the establishment. Scattering of data on the different quality boundaries of advanced education. Documentation of the different projects/exercises prompting quality improvement. Association of studios, courses on quality related topics and advancement of value circles.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The institution's teaching learning process, structures & methodologies of operations and learning outcomes are reviewed periodically by the Internal Quality Assurance Cell (IQAC) to ensure that the quality of education is maintained. The IQAC monitors and evaluates the progress and records the incremental improvement in various activities. The IQAC also develops strategies to improve the quality of teaching, learning, and

research as well as to enhance the overall institutional performance. The IQAC also assesses the effectiveness of the institution's initiatives in promoting quality in all aspects of the institutional functioning. The IQAC also monitors the performance of the faculty and students and makes efforts to improve their performance. The IQAC also ensures that the institution follows the norms and standards set by the respective accreditation body.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://rerf.in/IQAC/naacmeeting
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

1. Safety and Security:- The institution gives highest priority to safety and security of students, staff and infrastructure of the college. Following steps have been taken by the college to look after safety and security of the college.

I. The institution has installed CC cameras at different places inside the campus to supervise activities going on inside the campus.

II. A college committee has been formulated which is active and regularly looks after and supervises safety and security of the

college. In this committee, teachers, non-teaching staff and representatives of students are members.

III. In staff council meetings safety and security of college is discussed.

IV. In the meetings of IQAC there is a discussion about safety of the college. In this connection, necessary actions are taken.

V. The institution always remains in contact with the police administration and civil administration of the district, regarding safety measures of our students.

2. Counselling:- There is a functional counselling committee of the college which functions properly. This committee occasionally sits with students and gives them information about personality development and present job opportunities in the present scenario.

3. Common Room Facilities:- There is a girls' common room available in the college with basic facilities.

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	Nil

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

C. Any 2 of the above

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

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

Waste Management steps including: There's a cleanliness committee of college that sees matters regarding cleanliness and waste disposal. Waste management - Solid waste is put away in independent holders. At the point when the compartment is full, they are put away in a different pit. The waste is put away and afterward utilized as manure for trees and plants on campus. Liquid waste management - Liquid waste is put away in independent holders. Whenever the holder is full, it is put away in a

different pit; the waste is permitted to decompose and is then utilized as manure for trees and plants that are planted on campus. E-waste management - The college is pointing for paperless workplaces to diminish carbon outflows from printers. Spare parts for the work computer and other non-functioning devices are disposed of outdoors. A buyback approach is accessible. The cartridges of printers are refilled exterior the college campus.

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

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

D. Any 1 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:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

B. Any 3 of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus

E. None of the above

recognitions/awards 5. Beyond the campus environmental promotional activities

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	No File Uploaded

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Regent Education & Research Foundation has invariably been at the forefront of sensitizing students to the cultural, regional, linguistic, communal and socio-economic diversities of the state and so the nation. The college celebrates the cultural and regional festivals like International Yoga day, Environment day, Bangla Bhasa Divash(KALOTAAN), International Women's Day, National Science Day, National Pollution Control Day, National Energy

Conservation Day(INDIA) , India Startup Day to indicate tolerance and harmony to the students.

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

Regent Education & Research Foundation sensitizes the Students and the employee of the organization to the constitutional responsibilities approximately values, rights, obligations and obligations of residents which permits them to behaviour as a accountable citizen. The college organizes approximately the countrywide identification and symbols. Moreover, those are aimed to familiarize its stakeholders approximately Fundamental Duties and Rights. Regent Education & Research Foundation celebrates Independence Day, Republic Day to make the significance of freedom and the distinction of Indian freedom struggle. They intention at highlighting the constitutional spirit of liberty, equality, justice and fraternity.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 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

Institution celebrates and organises various national and international commemorative days. International YOGA DAY on 21st June, 2022 by NSS Cell. Environmental Day on 5th June, 2022 by NSS Cell. Bangla Bhasa Divash on 23rd February, 2022 by cultural committee. International Women's Day on 8th March, 2022 by ICC. National Science Day on 10th February, 2022 by IIC. National Pollution Control Day from 2nd December, 2021 to 14th December, 2021 by IIC. National Energy Conservation Day (INDIA) from 24th December, 2021 to 29th December, 2021 by IIC. India Startup Day on 22nd November, 2021 by IIC.

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

7.2 - Best Practices

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

1. Agnes Towards Community (ATC)

Outcome: Fund raising by students to support economically weaker sections of our society, effective implementation of Swachh Bharat Abhiyan.

2. Blood Donation & Tree Plantation

Outcome: Organizing blood donation and tree plantation with active participation of students and employees.

File Description	Documents
Best practices in the Institutional website	https://rerf.in/aboutus
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The vision of the institution is the holistic development of the student's personality. To this end, the institute organizes various activities that have enhanced the character and depth of personality of the students and the academic performance of the students; The teachers regularly follow the basic lessons of the prescribed curriculum. Class tests, unit tests, quality tests, semester tests, and penultimate tests are conducted regularly on a schedule that has improved student performance on college exams.

Sometimes Webinars, workshops, quiz contests, Writing competitions are organized and guest lectures are given. We launched "One Plant One Student" as a program at the university. This program created an atmosphere and awareness among the students. There is a green audit on the premises. There are qualified teachers and non-teaching staff in the subjects, but some positions are vacant and the number of students is increasing from year to year. The institute needs more infrastructures to strengthen this institution.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The future plans of Action for the Academic Year 2022-2023 are

1. To make strides infrastructural improvement and affirm intelligently criticism, investigation observing.
 2. To organize interdisciplinary seminars, workshops, conferences.
 3. To reduce the staff quality on similitude with the desire of industry prerequisites.
 4. Improving Industry-Institute interaction.
 5. To increase the number of advanced projects and start-ups and improve students placement with the higher package in dream corporate.
 6. All the faculties would be empowered to make and upload their lectures in soft form (video).
- This will advance distinction in instruction and will advantage understudies and staff of the organized and reinforce the Teaching-Learning process.
7. Making mindfulness of mental property rights among faculty and spurring them to apply for patents.
 8. To increase research paper publishing in reputable journals with high impact factors.
 9. NPTEL course completion is a systematic activity and hence every faculty and students is encouraged to take up professional courses to enhance their skills.
 10. Conducting an internal academic audit of all the college's departments.