



YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	RCC INSTITUTE OF INFORMATION TECHNOLOGY
• Name of the Head of the institution	PROF. (DR.) ANIRBAN MUKHERJEE
• Designation	PRINCIPAL IN-CHARGE
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03323231534
• Mobile no	9836210201
• Registered e-mail	principalofrcciit@gmail.com
• Alternate e-mail	anirbanm.rcciit@gmail.com
• Address	CANAL SOUTH ROAD, BELIAGHATA, KOLKATA-700015
• City/Town	KOLKATA
• State/UT	WEST BENGAL
• Pin Code	700015
2.Institutional status	
• Affiliated /Constituent	AFFILIATED
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Grants-in aid				
• Name of the Affiliating University	MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, W.B				
• Name of the IQAC Coordinator	DR. ARPAN DEYASI				
• Phone No.	03323231534				
• Alternate phone No.	03323234668				
• Mobile	9831445343				
• IQAC e-mail address	iqac@rcciit.org.in				
• Alternate Email address	arpan.deyasi@rcciit.org.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://assessmentonline.naac.gov.in/public/index.php/hei/generateAqar_HTML_hei/MjE4NTU=				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://rcciit.org/downloads/ac.a.spx				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	2.94	2022	06/09/2022	05/09/2027
6.Date of Establishment of IQAC	04/07/2019				
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
Institutional 1	Capacity Building for Imparting Training to Unemployed Graduates Post Graduates and Undergraduates in some of the Emerging/ In-Demand ICT Areas	Ministry of Electronics and Information Technology (HRD Division), Govt. of India	2022/3 years	Rs. 351.91 Lakhs
8. Whether composition of IQAC as per latest NAAC guidelines		Yes		
<ul style="list-style-type: none"> 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		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 		No File Uploaded		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?		No		
<ul style="list-style-type: none"> If yes, mention the amount 				
11. Significant contributions made by IQAC during the current year (maximum five bullets)				
[i] Introduction of INTEL AI classes for all the semesters [ii] Introduction of cutting-edge technology courses (Cloud computing,				

Computer Aided Engineering Design & Manufacturing using SolidWorks, Computer Vision and Pattern recognition) through MeitY project [iii] Connect-to-School program is initiated to make the bridge with school level students and also driving awareness campaign on latest technological developments [iv] Introduction of NDLI program to college campus to facilitate digital learning [v] Initiation of program for non-teaching staff developments

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
Initiation for enrichment of quality student project which will lead towards publication/IPR	Research committee was restructured with well-defined policy for the said purpose, and major project distribution is initiated on the beginning of 5th semester for the same
Enhancing probability of getting job in the sector of artificial Intelligence	Faculties got training from Intel on AI, and classes are introduced along with regular curriculum for Intel AI certification
Students should prepare themselves for job in emerging areas/cutting-edge technologies	With financial support received from MeitY, a few courses are introduced on emerging areas e.g., Cloud computing, Computer Aided Engineering Design & Manufacturing using SolidWorks, Computer Vision and Pattern recognition
Connect-to-School program will be initiated to bridge with schools for technological awareness campaign	Connect-to-School program will be initiated to bridge with schools for technological awareness campaign
Introduction to NDLI programme as part of e-learning initiative	Students, Faculty members and other staff members are sensitized for enrolling the NDLI Club
Development programs for non-teaching staffs will be initiated	A few programs for development of non-teaching staffs are conducted by IQAC

13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
BoG	23/02/2024
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
YES	09/02/2023
15. Multidisciplinary / interdisciplinary	
<p>Through the NSS Unit, the Institute attempts to incorporate Indian culture into extracurricular and co-curricular activities across the curriculum. In order to prepare students for value-based pedagogy and value-embedded living in the future, seminars are held to promote ethics and knowledge about Indian culture. These seminars are conducted through UHV seminars. A large number of faculty members have completed the UHV courses as required by AICTE & MAKAUT in the last two years thanks to the institute's initiative in appointing Universal Human Values (UHV) Coordinators and cultivating a culture that supports such development. Additionally, the Institute has adopted a long-term, comprehensive strategy to educate staff and students about their rights, values, and obligations under the Constitution.</p>	
16. Academic bank of credits (ABC):	
<p>In addition to their regular coursework, students take part in online courses offered by organisations such as SWAYAM-NPTEL, Coursera, edX, IIRS-ISRO, NASSCOM Future Skill Prime, and others to advance their knowledge and skills. In addition to the required 160 credit points, these certificates are worth an extra 20 points in accordance with MAKAUT guidelines. In addition, certificates of completion for online courses are used to fulfil the university's Mandatory Additional Requirements (MAR). Students can earn up to 40 points in this category during their four years of study.</p> <p>Students receive multiple academic awards in addition to online courses based on their performance in online certification courses and multiple technical competitions. Students obtained a number of</p>	

professional award certificates and domain certifications during the most recent academic session. Through MOOCs and Mandatory Additional Requirements, the university manages the Academic Bank of Credits.

17.Skill development:

For development of skills, Institute makes two-fold activities: one for technical skills, and the other for soft skill.

[i] The Institute continues to offer the "Coding Skill Development & Monitoring Committee (CSDMC)" to second- and third-year students in order to develop human resources with greater technical knowledge. Cutting-edge technologies are becoming more and more interesting to students, as evidenced by the high number of students who enrol in IT industries before completing their courses.

Student chapters are also invited to host a range of seminars and workshops with representatives from the industry serving as resource people. This also gives rise to the notion of the significance of contemporary technologies, which are outside the purview of the prescribed course curriculum.

[ii] Sensitization to the development of soft skills began with a mandatory induction programme in which Maharaj of Ramakrishna Mission gives motivational speeches. The SIP includes a few lectures on comprehending ethics and values.

Students are encouraged to finish SWAYAM NPTEL courses in order to develop their soft skills because the Institute is required to adhere to the University curriculum.

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

Since the Institute adheres to the University curriculum, curriculum modifications that would allow for integration with the Indian knowledge system are not permitted. Nonetheless, the Institute offers courses in the humanities such as research methodology, ethics, and values, or other related subjects that infuse traditional ethical values with meaning.

As mandated by AICTE, faculty members are urged to finish UHV courses, which supports the development of value-based education. Throughout the year, a variety of cultural events are held to honour our rich heritage.

Since the institute adheres to the affiliated university's curriculum, it is unable to directly offer these programmes as part of its regular course of study. In the post-pandemic phase, however, we have some more projects in the works where we will incorporate these programmes as extra creative offerings. As part of this initiative, special classes on music and dance will be offered through brief workshops during the 2022-2023 academic year.

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

The Institute is dedicated to establishing, maintaining, and enhancing the educational process via comprehensive quality management, positioning itself as a leader in scientific and technological learning. The Institute uses collaboration and ongoing improvement to try to achieve these goals. The Institute's primary focus is on integrating outcome-based education into teaching and learning, as it is a crucial component. The Institute concentrates on training all of the faculty members in outcome-based education because OBE is urgently needed to achieve a paradigm shift from the teacher-centric to the learner-centric educational system. It is therefore necessary to establish, develop, implement, and assess student learning through the accomplishment of multiple outcomes in order to guarantee that graduating engineers from all programmes exhibit the required level of skill and competency.

The Institute is affiliated to Maulana Abul Kalam Azad University of Technology, W.B. We offer Under-Graduate & Post-Graduate courses. For these programs and courses, the Institute follows the curriculum designed by affiliated university. The Programme Outcomes (PO), Programme Specific Outcomes (PSOs) and Course Outcomes (CO) are evaluated by the Departments through PAC and DAB. The same are disseminated in classrooms/laboratories, seminar rooms and display-boards across various places. Institute takes utmost care of measuring the level of attainment of POs, PSOs and COs and follows formal as well as informal mechanism for the measurement of attainment of the outcomes. Feedback is also taken from all the stakeholders in this respect and necessary steps are taken accordingly. Subsequently, the Institute takes care of the attainment to measure the outcomes and implements the mechanism as follows-

At the end of each semester/course, the assessment of PO attainment is done from the CO attainment (from CO against PO mapping) of all curriculum components.

In each course, the level of attainment of each CO is compared with

the predefined targets, if the target is not achieved the course coordinator takes necessary steps (including change of lesson plan, course delivery methods, assessment rubrics etc.) for the improvement to reach the target in the subsequent cycle.

The CO, PO attainment of the curricular components and improvements suggested are discussed and analyzed at the levels of DAC, DAB and IAC to endorse or advise further changes in the process.

20.Distance education/online education:

Since July 2017, the Institute has taken part in a number of MOOCs through NPTEL courses. Following the establishment of the NPTEL Local Chapter, instructors and students are encouraged to finish the various certification courses provided by SWAYAM/NPTEL. With an A and an AA rating from SWAYAM for its performance in online certifications in 2018 and 2019, respectively, the Institute is acknowledged as a valuable local chapter. During a pandemic, Coursera and edX offer free course access. During the most recent academic year (2022-2023), students completed over 1200 online certifications in addition to a significant number of professional certifications. Additionally, starting in 2021, RCCIIT is linked to the NASSCOM Future Skill Prime programme, whose enrolment is rapidly rising. Being a Nodal Centre of the Indian Institute of Remote Sensing (IIRS) - ISRO, RCCIIT has successfully organised over 24 courses to date, with more being offered. Connected to Internshala in July 2018, RCCIIT maintained a high ranking of 55 in 2022 (All-India-Level). There are many internships available, including over thirty five-figure internships. The Institute implemented an online education system during the COVID-19 pandemic by producing video lectures and presentations that are accessible from anywhere in the world with an Internet connection.

Extended Profile

1.Programme

1.1

9

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

File Description	Documents
Data Template	View File

2.Student

2.1

1754

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

112

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

502

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

104

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2

108

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	9
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1754
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	112
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	502
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	104
File Description	Documents
Data Template	View File

3.2	108
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	45
Total number of Classrooms and Seminar halls	
4.2	359.07
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	929
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

According to the Institute's Vision and Mission statements, RCCIIT is committed to creating skilled manpower by providing a comprehensive education for Society. Following its initial B++ rating, Institute has acknowledged quality initiatives in the areas of scientific, technological, and societal developments that adhere to NEP 2020 guideline. The National Board (NBA) of Accreditation of the four undergraduate engineering programmes serves as a reflection of the outcome. This academic year, two new postgraduate courses have been added in response to the current needs: one on Computer Science and Engineering with an Artificial Intelligence specialisation, and the other on VLSI and Microelectronics. After identifying curricular gaps from the previous semester's results, the teaching-learning method is revised in accordance with revised assessment policies that the University has adopted. We attempt to cover material beyond the syllabus through a variety of pedagogical initiatives, e.g. expert lectures, webinars, seminars, workshops, as well as through MOOC

courses. Department Advisory Board and Programme Assessment Committee of each department duly approve any modifications to the Course Outcomes as needed. Innovative approaches to education are under the purview of Innovation Council. The feedback system, which serves as a measurement tool for upcoming course deliveries, assesses the effectiveness of learning.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://rcciit.org/downloads/downloads.asp x

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

The Institute's academic calendar is created in compliance with the University's published schedule. It also includes a tentative activity calendar, which is necessary for students to complete the mandatory Additional Requirements (<https://makautwb.ac.in/datas/users/0-mar%20notice%20vc%20final.pdf>) in accordance with MAKAUT guidelines. The university specifies the mode of continuous assessments for both theoretical and laboratory papers. Faculty members then conduct internal evaluations in accordance with the guidelines and according to the timetable that is set forth in the academic calendar. NEP 2020 guidelines state that in addition to traditional Q&A techniques, assessments for theoretical papers are made through reports, presentations, written tests and quizzes. Internal evaluations of laboratory papers are carried out twice using standards established by the relevant Department. Sessional papers are assessed continuously at multiple mid-phases (minor and major projects) or at the end of the semester (for industrial training/seminar) based on their performance. As stated in the academic calendar(https://d2xe8shibzpjog.cloudfront.net/Notice/makaut1/9959_1686827817.pdf), marks based on the evaluation for each individual case are uploaded in the University portal within the allotted time. Weak students can also benefit from CIE, which is used in remedial classes (<https://rcciit.org/beyondCurricula/data/Special%20Classes.pdf>) where students are constantly observed and evaluated.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://rcciit.org/downloads/data/Academic_Calendar/AC2022.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

9

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

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

43

File Description	Documents
Any additional information	View File
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

866

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Since RCCIIT bases all of its UG and PG programmes on the MAKAUT syllabus, papers on ethics, values, and the environment are covered in accordance with the courses that the Varsity defines. Nonetheless, Institute follows a few best practices, e.g., gender sensitization and other environmental-related activities through NSS unit, to provide holistic education. Throughout the year, Institute holds a number of awareness programmes that support societal responsibility. In order to teach humanities-related papers, faculty members must also have successfully completed UHV courses. In the meantime, students completed additional courses from MOOC providers, specifically SWAYAM-NPTEL (<https://nptel.ac.in/localchapter/statistics/1128>), on soft skills, values, and ethics. Management abstains from gender discrimination in every way, as seen by the high percentage of instructors and technical staff of fairer genders. Every academic year, number of female students rises as well, supporting the

Institution's best practices. The results of learning about the environment and sustainability are measured in an indirect manner in a number of courses and sessional papers, with each CO's clearly stated. Seminars/Debates are used to carry out women's empowerment initiatives, emphasise gender sensitization and social responsibility, and raise awareness of sexual harassment at workplace. Internal Compliant Committee (<https://rcciit.org/institute/committee.aspx#ICC>) regularly monitors all facets of women's rights.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

26

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
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

353

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	http://efeedback.rcciit.org.in/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://efeedback.rcciit.org.in/

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

436

File Description	Documents
Any additional information	View File
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

89

File Description	Documents
Any additional information	View File
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

Fresher's are enrolled in college through mandatory induction programme (as per AICTE), where they learn about professional cores and engineering physics, and other qualitative aspects. They also interact with various industry personnel and participate in NSS activities, social responsibility workshops, sessions on environmental and social responsibility. Regular curriculum-oriented academics are assessed through outcome-based monitoring process that uses variety of assessment tools in accordance with the University's mandatory curricula as well as a few elective add-on programmes that the students choose. NBA's guidelines are followed in designing assessment rubrics for all theoretical, practical, and sessional papers, which is duly reflected in the accreditation of four UG engineering programmes. Evaluation methods are carried out in accordance with university guidelines, which share performance analysis with students and highlight any shortcomings/learning challenges. Remedial classes are therefore set up for students who struggle with specific concepts or who learn slowly. Learning takes the shape of seminars, webinars, workshops, demonstration competitions, and MOOC courses (SWAYAM, Coursera, edX, IIRS-ISRO, and Udemy) in addition to syllabi. As part of the Institute's plan to support advanced learners, students from different Departments regularly present and publish

research papers in their fields of study under the direction and oversight of faculty.

File Description	Documents
Paste link for additional information	https://pragyata.rcciiit.org.in/
Upload any additional information	View File

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

Number of Students	Number of Teachers
1754	104

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The Institute uses outcome-based education in both teaching and evaluation approaches, adhering to NBA guidelines. During course delivery, direct student involvement through a variety of interaction/assignment modes is practiced. A mini project is frequently linked with practical courses, where students collaborate in small groups to gain the necessary practical skills and self-assurance to put them into practice. Additionally, students are required to present a brief topic that is pertinent to the course and has already been covered in an earlier lecture during a class demonstration. Faculty members use both flipped and active learning strategies on an individual basis to help students perform better. UG students are assigned to faculties for both Minor and Major Projects at the start of the fifth semester. Project work for PG students starts in their first year. Students complete required/optional training and internships related to discipline and market trends. Consequently, a comprehensive development is noted, which is the OBE model's goal. Corporate sectors occasionally provide eighth-semester students with internships as a component of their job absorption process. While group discussions and classroom demonstrations could be classified as examples of participatory learning, projects, field work/training, and internships are examples of experiential

learning.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://rcciit.org/

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

The goal of the Outcome Based Education (OBE) method is to improve students' performance holistically. To further integrate NEP into the teaching-learning process, faculty members deliver lectures using multimedia teaching aids combined with real-world examples. Additionally, lecture materials are made available online in a variety of digital formats. Simulation software is used to demonstrate various working models and animations in relevant subjects. This increases the Institute's worldwide influence. The addition of lectures from physical classrooms to online courses based on demand is a prime example of how technology is assisting the teaching-learning process. Multimedia teaching aids commonly used in the Institute's classrooms and labs include LCD projectors, laptops, internet-enabled computers, and Interactive Digital Boards (Smart Boards) with audio systems connected for improved audibility. A digital library offering is accessible for a range of MOOC lectures and IEEE ASPP packages (<https://ieeexplore.ieee.org/Xplore/home.jsp>). A number of webinars on cutting-edge/advanced technologies are held to add interest and information to the courses. Sometimes, virtual laboratories are used to introduce students to various experiment types on a limited number of subjects. Quizzes are held on online platforms. For small, micro, and large projects, different online platforms and simulation software are also used.

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

104

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

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

104

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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**

38

File Description	Documents
Any additional information	View File
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

1019

File Description	Documents
Any additional information	View File
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.

Institute follows prevailing guidelines of affiliating university for internal evaluations for both theoretical and practical papers. Though definite guideline is not available for sessional paper evaluation, however, RCCIIT follows the Outcome Based Evaluation (OBE) approach for assessment of those papers.

For theoretical papers, four continuous assessments (CA1, CA2, CA3, CA4) are conducted of 25 marks each as per MAKAUT guideline in pre-defined time-period spanning across the semester. Presentation, report writing, formative Q&A and quiz are the respective tools for judgement respectively for the assessments, where for every student, corresponding Course Outcomes (COs) are measured for each valuation. For weak students, additional examinations are conducted by the corresponding subject teacher after conducting remedial classes.

For practical papers, two times internal assessments (PCA1, PCA2) are conducted in every semester of 40 marks each. Marks are provided based on their continuous performance, attendance, submission of weekly reports and assignments, and quizzes. Micro projects are optional tools used by faculties to obtain higher level of outcome.

Projects (major and minor), industrial training, group discussion are evaluated in various forms based on the assessment tools/rubrics defined by concerned faculties for continuous/end semester evaluation. Marks for all the evaluations are submitted in the University portal.

File Description	Documents
Any additional information	View File
Link for additional information	https://makautwb.ac.in/big_files/Academic%20Calendar%202022-23.pdf

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

Institute follows guidelines of MAKAUT, W.B. for internal evaluation. For undergraduate and post graduate programs, RCCIIT conducts four continuous evaluations (CA) for theoretical papers and two lab internals as Practical Continuous Assessment (PCA1 & PCA2) as per academic calendar published by University.

To deal with internal examination related grievances, Institute maintains following guidelines:

[i] If a student is not able to appear for internal examination because of medical emergency/any other valid/genuine reason, special examination is conducted for him/her as per norms within the deadline of marks submission (if possible); if (/s)he submits application with proper documents.

[ii] Grievances of the students with reference to assessment are made clear by showing his/her performance in the answer sheet by Course Coordinator (<https://rcciit.org/institute/download/Grievance%20Redressal%20Policy.pdf>). The answer sheet of such student is assessed by the concerned faculty once again in presence of the student. Any correction, in the total of marks or assessment of answer books as identified by students, are immediately reflected in the University portal.

[iii] Any student who is not satisfied with the assessment/award of marks, may approach the concern Head of the Department.

Student's performance is displayed on the notice board and the same is informed to the parents, whenever required.

File Description	Documents
Any additional information	View File
Link for additional information	https://grievance.rcciit.org/

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The Institute offers five (5) undergraduate programs and four (4) post graduate programs where evaluation is conducted following Outcome Based Education (OBE). The following mechanism is maintained to communicate the learning outcomes to the stakeholders:

[i] Graduate attributes (as defined by NBA) are described to the first-year students at the commencement of the programme.

[ii] Outcomes of the Programs and Courses are observed and measured periodically. If any modification is required, modified statements are evaluated by Program assessment committee (PAC) followed by Departmental advisory board (DAB) of that respective Department, and approved outcomes are disseminated through various means.

[iii] Copy of Learning Outcomes of Programmes and Courses are uploaded on the Institution website for reference, along with Program educational Objectives (PEO) of the respective Department.

[iv] Departmental level meetings in periodic intervals are conducted for discussion of learning outcomes.

[v] The students are also communicated about the Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) through meetings and display. At the commencement of every paper, concerned faculty discusses the course outcomes, and its relevance with the program where they have registered.

[vi] Seminars are organized at Institute level for discussing the pedagogical approaches to achieve learning outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://rcciit.org/academic/cse.aspx ; https://rcciit.org/academic/ece.aspx ; https://rcciit.org/academic/it.aspx ; https://rcciit.org/academic/download/ee/BTech%20EE%20CO.pdf ; https://rcciit.org/academic/aeie.aspx
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.

Institute has a defined process for evaluating Programme Specific Outcomes (PSOs) and Course Outcomes (COs) that is based on OBE method. According to the assigned subjects, confirmed by the Departmental Advisory Board (DAB) and Programme Assessment Committee (PAC) respectively, all faculties prepare CO's. Following the conclusion of semester, all students' outcomes are computed and is verified to check whether each Graduate Attribute (defined as PO's by NBA) benchmark has been met/exceeded. The threshold is raised for the following academic semester if satisfactory value is attained. If, on the other hand, the target is not met, the curriculum objectives are adjusted or the teaching strategy is changed/modified for that specific subject in following semester. Modification is communicated to the concerned parties, PAC and DAB, and appropriate approval is secured. The weighting for theoretical papers is divided into two categories: 30% is used for internal evaluation and the remaining 70% is used for the end-of-semester exam. 90% of the weight for calculating POs and PSOs comes from direct attainment, while 10% comes from indirect attainment. Employer, alumni, and programme exit surveys are used to assess indirect attainment. Internal Quality Assurance Cell, Departmental Academic Committee, and Institutional Academic Committee oversee the final outcome.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

502

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://iqac.rcciit.org.in/file/Annual_report_22-23.pdf

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://forms.gle/R3mZ4TVQBJsBSwhA7>

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)

6.71

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
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

13

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

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

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

1

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	View File
Paste link to funding agency website	https://dstbt.bangla.gov.in/

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Institution Innovation Council v5.0 has taken major responsibility in organizing programs related with IPR, innovation and entrepreneurship following the guideline laid down by MIC, in collaboration with IQAC. Seminars help to build awareness among the students about innovation, and thereby fostering innovation, which are reflected through various Hackathons as organized by Institute and also their participation in State and National level competitions. Interactive sessions with leading start-ups, entrepreneurs and innovators nourish the young minds on commercialize their own sustainable ideas to protect intellectual property rights. IPR cell, in collaboration with IIC, also helps to achieve the objective. The enthusiasm is enhanced through various success stories, as shared in some seminars by young entrepreneurs, with the ups-and-downs they have faced to establish themselves. Major encouragement is observe through the hackathons,

idea competitions and prototype development competitions, where products gets praised from leading industry experts. The last two years, IIC substantially holds the two-star rating, and increases thrust to uplift themselves.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rcciit.org/institute/iic.aspx

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

6

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

16

File Description	Documents
URL to the research page on HEI website	https://rcciit.org/institute/committee.aspx#IRC
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

88

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

53

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

The NSS unit conducts extension activities both on and off campus to promote students' holistic development via sociocultural engagement. A visit to an orphanage is conducted as one of many tasks to offer food, stationary aids, and medications. Through computer literacy training, the student volunteers helped the local impoverished children who lived in the slum areas next to the Institute with their academics. Students also planned a large-scale, door-to-door campaign called the Dengue Awareness Programme to educate the community about the value of cleanliness and sanitization. In order to raise awareness about cleaning one's own home and community and contribute to a cleaner India, the NSS unit (<https://nss.rcciit.org.in/>) also organised Swacchata Abhiyaan with the help of students. Programmes for planting trees are run in the community to educate residents about the value of

sequestering carbon, the amount of CO₂ absorbed, and how these trees aid in preventing soil erosion. Placards and posters against drug abuse, drinking alcohol without a prescription, and the harmful effects of smoking or chewing tobacco in public were used to organise the rally. To put it briefly, NSS activities teach students about their socioeconomic background and instill values such as independence, patriotism, social responsibility, and empathy.

File Description	Documents
Paste link for additional information	https://nss.rcciit.org.in/5c1d3-charity-blog/
Upload any additional information	View File

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

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

97

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

14

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

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

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

427

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

8

File Description	Documents
e-copies of related Document	View File
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

8

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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.

Two adjacent campuses make up the Institute's operations. The first is 2.45 acres and houses Administration, Central Library, Accounts, Principal's and Chairman's Office, Board Room, Exam Cell, Basic UG Engineering Labs, Language Labs, Faculty Rooms, AS & ESM Departments, Canteen, Student Common Room, and 350-square-meter, 370-seat auditorium. The State Government leased all of the renovated, historically significant, environmental-friendly buildings on this campus, which are adorned with gardens, ponds, and trees. The second campus comprises of five-story building housing the necessary labs and classrooms for each of the five engineering departments. The buildings combined total area is estimated to be 5000 sqm. A network access point, projection screen, public address system, black and whiteboard, ceiling-mounted projector are all standard in classrooms. There are not many digital boards in classrooms. A total of 17 computer labs have almost 850 desktops. A single managed network with 100 Mbps LAN bandwidth connects two campuses, and two 50 Mbps lease-line internet connections enhance Wi-Fi coverage. There are sufficient UPS support, generator access, fire suppression equipment. EE Department began using solar and wind power systems to generate usable electricity through experimentation. There are online finance, library, and admissions systems available in line with the Digital India initiative.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rcciit.org/beyondCurricula/gallery.aspx

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

Under the direction of Student Affairs and Students Welfare Committee, students at RCCIIT actively participate in a variety of socio-cultural events and sports activities that lead towards at regional, state, and national levels. Gender-specific common areas are furnished with table-tennis and carom facilities. A recently added yoga room is used for regular classes on life skills to improve mental and physical health. On campus, fully air-conditioned auditorium with a large stage and seating for close to 370 people is utilized to host various events. A courtyard outside is used for sports like football, volleyball, and badminton. Additionally, there is a moderate playground on campus where cricket is played. Regalia, the annual cultural festival, is hosted outside the campus. Institutional facilities are used to organize Krirathon, the annual sports festival. During the annual Techtrix (technical festival), computer-based gaming and coding competitions are held at various computing laboratories. There are other events held in language labs or seminar rooms, such as quizzes, paper presentations, group discussions, and debates. Robotic competitions take place on an indoor permanent platform. The institute allocates money each year to support extracurricular activities like NSS programmes as well as sports, games, cultural festivals, and technical events.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rcciit.org/beyondCurricula/art.aspx x

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rcciit.org/institute/download/ICT%20Maintenance%20Process.pdf
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)

359.06

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The RCCIIT Central Library is divided into two sections: a rich collection of hardbound, bar-coded Text and Reference books, Periodicals, and Magazines is available in the first section, while the digital section contains journals, e-books from Wiley and Oxford, and university question papers (available in DSpace). One can also learn through audio and video by using entiched CD/DVD collection. The computer facilities in the digital section enable students to use the intranet and internetto learn MOOC courses. For approved users, a reprographic facility is available to meet their needs. For added security, the fully air-conditioned reading room has a closed-circuit TV and camera. All thematerials can be browsed for checking availability using OPAC (Online Public

Access Catalogue). Students can borrow 3 books at a time for 14 days, in addition with Book Bank facility to avail 2-4books for the entire semester. Faculties can issue upto 12 books per semester. Issue/return facility iscontrolled though KOHA software. For repository interoperability, structured metadata via OpenArchives Initiative Protocol for Metadata Harvesting is available via request. Online recourses fromBCL can be accessed, and also in hardbound form. Institute is the member of NDL along withavailability of DELNET facility.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://117.232.85.73:8080/jspui/

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 A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

10,54,937.00

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

311

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

4.3 - IT Infrastructure

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

Cisco controller-based Wi-Fi access is available with Wi-Fi coverage, authenticated by LDAP server. All classrooms were also connected to a network for providing internet connectivity in the classroom. At present, the institute currently has 100 Mbps 1:1 ILL with a wireless backup link secured with Fortinet UTM Fortigate 100D. The Institute Central Computing Lab is now equipped with around 90 Desktop all connected with Network and Internet. Optical fiber is the backbone with Juniper EX3300 (stackable) switch as an edge with LACP configured for uplink. The core to the edge is on OM3 fibers so that the network can support 10G. Some high-end servers like [i] 2 sets of Dell Power Edge R720, Intel(R) Xeon(R) CPU E5-2630 0 @ 2.30GHz 16 GB, [ii] HP Proliant ML 350 G9, Intel(R) Xeon(R) CPU E52620 @ 2.10GHz 16GB, [iv] Sun Oracle Sparc T4-1, Sparc P4 8 Core 2.8GHz, 32 GB, [v] Lenovo X3500M5, Intel(R) Xeon(R) CPU @ 2.40GHz 16 GB 1TB SAS, [vi] Lenovo TS140 16 GB 1TB x 4 SATA are available with 4 workstations of Intel® Xeon® CPU @ 2.20GHz 128 GB 2TB SATA + 500 GB SSD.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rcciit.org/institute/download/ICT%20Maintenance%20Process.pdf

4.3.2 - Number of Computers

1068

File Description	Documents
Upload any additional information	View File
List of Computers	View File

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

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

359.06

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

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

The creation of new facilities and maintenance of existing ones are carried out through appropriate budget, and has duly been approved by Board of Governors. Requirements are usually raised before the start of academic year. Campus engineers oversee the upkeep and maintenance of buildings infrastructure, housekeeping staff ensures that the area is regularly cleaned, maintenance of air-conditioners and water coolers are handled through

AMC, electricians repair and maintain electrical work. Through the stock/issue register, spare and consumable consumption and stock are tracked. An updated asset register includes invoice copies. The fire system and first-aid kits are routinely inspected. Regular maintenance is performed on projectors and sound systems. Journals and books are preserved to prevent defacement. Maintenance of computing and network infrastructure is carried out by systems division. Health-check of computers and ICT tools are done on regular basis by respective technical assistants. Indoor and outdoor game facilities, common room facilities are maintained through standard monitoring procedure. Clean and hygienic drinking water is available in campus. Overhead water tanks are cleaned periodically. All toilets are wet cleaned everyday. The campus has power backup facilities which are monitored on regular basis. Canteen maintenance committee takes care of food quality, overall cleanliness and hygiene.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://172.20.100.46/

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

594

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

50

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://rcciit.org/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

251

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

251

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

251

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
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

10

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

5

File Description	Documents
Upload supporting data for the same	View File
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.

17

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

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

Students at this institute participate actively in a range of extracurricular, co-curricular, and administrative activities through a variety of professionally organised clubs, professional chapters, and committees. The Student Welfare Committee is the primary student representative body. Through its various sub-wings, it actively organises yearly technical, cultural, and sporting events. Students' representatives vote to choose the general secretary and other secretarial positions. The NSS Student Chapter holds year-round events that include planting trees, raising awareness of gender issues, distributing food and clothing as part of relief efforts, assisting orphanages, organising literacy drives, commemorating national holidays, and more. First-year students plan the Devi Saraswati festival, Saraded, while second-year students take the lead in organising the freshmen welcome ceremony, BIHAN. Students who actively participated in hackathons at the Institutional, State, and national levels and shared their opinions on adopting best practices were inducted into the IIC and IQAC. Additionally, there are student members on several anti-ragging committees as well as the Institutional Complaint Committee, established in compliance with "AICTE's VISHAKHA" regulation. Under the guidance of their designated adviser/mentor, they take part in several professional chapter/club activities. The department publishes yearly wall

magazines and tech magazines to highlight their noteworthy contributions and active participation.

File Description	Documents
Paste link for additional information	https://rcciit.org/institute/committee.asp x
Upload any additional information	View File

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

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

17

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

Graduates can take advantage of various opportunities provided by the RCCIIT Registered Alumni Association to maintain connections with their college and fellow alumni, as well as to broaden their professional networks and improve their career prospects. In addition to networking events, webinars, seminars, and career counselling, they also offer useful information about technology trends and the job market. Pre-final year students participate in mock interviews to prepare them for the placement drive ahead of them. Their advice frequently aids in closing the knowledge gap between academic curricula and best practices in the business. A plethora of career services are also provided by the association

to assist students in finding employment. Members of the Departmental Advisory Board (which is applicable to all departments) recommend appropriate electives, new technology trends, webinars, seminars, and specialised training courses and tutorials. Through the Connect-to-Alumni programme, there has always been regular communication with our alumni on an individual, departmental, or institutional level regarding their whereabouts. Additionally, the alumni association intends to run job boards on its website, publish job openings in its college placement cell, and/or use messaging apps. To help graduates present themselves in the best possible light, they also provide cover letter assistance.

File Description	Documents
Paste link for additional information	https://rcciit.org/alumni/info.aspx
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

An efficient decentralised decision-making system along with participatory, inclusive, impartial and transparent mechanism have been credited with RCCIIT's governance. All policy matters are approved by the Board of Management constituted by the State Govt. while the operational and financial decisions are approved by the Board of Governors. The Principal is the DDO of the college and runs the day-to-day academic and administrative affairs with the help of different committees comprising faculty members and HoDs/Coordinators of different Departments and Cells. The Institutional Academic Committee and IQAC are responsible for ensuring proper implementation of institutional policies in accordance with the institutional Mission and Vision. It is ensured that the recruitment of faculty and staff, their service

rules and HR policies and also the student's academic and welfare policies are fair and transparent to have a conducive teaching-learning and inclusive work environment for all concerned. The governing service rules of the staff and rules & regulations of the students follows Govt. norms as applicable.

Participatory management and good governance policies meet the needs of thrust areas such as outcome-based academics, production of skilled graduates with concern for society and fit for industry and quality research outcome for fostering holistic growth.

File Description	Documents
Paste link for additional information	https://www.rcciit.org.in/institute/about.aspx
Upload any additional information	View File

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

Every decision-making process related to administration, academics, faculty & staff affairs, student & alumni affairs, training & placement, research, etc. reflects decentralisation and participatory management. In accordance with Institute guidelines, departmental and functional HoDs handle their respective affairs - HoDs also delegate responsibilities to individuals or committees within the department on rotational basis through departmental meetings. The coordinators/conveners of different functions/committees are allowed to make decisions/recommendations through meetings at departmental or institutional level to help the HoDs/Principal in effectively managing different functional areas. Program coordinators for each UG/PG programs, NBA coordinators, NAAC coordinators, Sports-Cultural-Technical activity coordinators, conveners of Disciplinary Committee, Purchase Committee, NSS, ICC, Anti-Ragging Committee, Admission Committee, Grievance Redressal Cell etc. are selected on rotational basis based on the knowledge, acumen, interest, ability and leadership quality of the faculty members in respective areas. Most eligible faculty members are given the responsibility to act as Faculty In-Charges or Dean who are delegated full authority for overseeing critical functional areas like academics, student affairs, training & placement, research & innovation, alumni affairs and legal affairs and take/recommend appropriate measures for continuous improvement in-keeping with statutory requirements.

IQAC Coordinator ensures academic audits, conducts overall quality analysis and recommends new policies through IQAC.

File Description	Documents
Paste link for additional information	https://rcciit.org/institute/committee.aspx , https://www.rcciit.org.in/institute/deans.aspx
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

RCCIIT's five-year strategic planning aims towards achieving the 6 E's against which the action plans are aptly mapped: Excelling in Teaching-Learning Process, Enhancing student and faculty interest in: Patents, Publications, Research, Innovation and Entrepreneurship, Enhancing Research capacities and outcomes, Enabling inclusive and sustainable growth, Extending collaborations and improving industry relations, Expanding opportunities for societal services. The achievable milestones and key activities against each of the above strategic areas are clearly elucidated in the policy document uploaded in the institute website. RCCIIT has delegated responsibility at department/committee/individual level for effective deployment of strategic plan. For example, strategy deployment authorities for governance, academic infrastructure, teaching-learning, entrepreneurship-innovation, research, societal aspect, student support, industry relations are respectively BoG, administration, Institutional Academic Committee, Institutions Innovation Council, Institutional Research Committee, NSS, Student Welfare Committee and Industry-Institute Partnership Cell. Due to the diversity of its academic programmes, skill training and beyond the curriculum programs, professional activities, social and cultural outreach, research findings and industry collaborations, the strategic planning of RCCIIT is already proving to be effective for all stakeholders. The IQAC monitors the overall quality of deployment of strategic plans and achievements. Proper implementation and the quality of outcome are regularly tracked and reported to the Principal.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.rcciit.org.in/institute/download/Strategic_Plan_deployment.pdf
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.

RCCIIT has got a set of service rules, policies like strategic policy, quality policy, academic policy, recruitment policy, code of ethics policy, grievance redressal policy and defined procedures like purchase procedure, admission procedure, promotional procedure, ICT maintenance process etc. There are certain regulations or guidelines like the University regulations, AICTE guidelines, social media guidelines etc. Now while the rules/policies/procedures are framed/approved by the BoG, the onus of carrying out activities following those rules/policies/procedures lies with the administration and different institutional bodies. Recruitment, promotion, HR, finance, admission, examination, maintenance of academic (incl. ICT) infrastructure are taken care of by the administration comprising Principal, Finance Officer, Registrar, Deputy Registrar, Accountant, System Administrator and the administrative setup under them. Besides, the institutional bodies that directly report to the Principal, carry out different institutional functions; IQAC takes care of execution of quality policy while the Institutional Academic Committee looks after regular academics following institutional academic policy and University/AICTE/NBA guidelines through the hierarchy of FIC-HOD-Program Coordinator-Faculty-Staff. The Anti-Ragging Committee, Grievance Redressal Cell, Disciplinary Committee, Student Welfare Committee, Training & Placement Committee, IIPC, IIC, ICC, Library Committee etc. also perform important functions (with reciprocal relationships) following institutional policies and procedures which is well documented and transparent.

File Description	Documents
Paste link for additional information	https://rcciit.org/institute/org.aspx
Link to Organogram of the institution webpage	https://rcciit.org/institute/org.aspx
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Congenial work environment is developed and retained by the management through transparent HR policies, truly reflected by faculty and staff retentions. Major facilities include:

For Faculty:

- Two half-day and one half-day leave are granted respectively to registered and non-registered (enrolled) faculty members pursuing PhD
- On-duty leave is granted for PhD coursework
- On-duty leave is granted for invited talk/chairing session/participation in technical events/presenting paper
- Study-leave (of maximum 2 years) granted for pursuing higher studies/training/research in India or abroad
- Each faculty member is provided necessary infrastructure, computing facility, internet access and common printing

facility**For Staff:**

- Each regular female staff is entitled for full pay Child Care Leave for a maximum period of 2 years and Maternity Leave for a maximum period of 180 days
- Retirement benefit includes Gratuity and Leave Encashment as per the State Govt. rules
- Reimbursement is provided against premium paid towards personal Mediclaim policy; Group Mediclaim policy is also offered to willing staff with entire family coverage
- Festival Bonus is given as per GoWB rules once in a year
- Recreational facilities annual picnic, annual award, Viswakarma puja are sponsored by the institution

File Description	Documents
Paste link for additional information	https://rcciit.org/institute/download/Service_Rules.pdf
Upload any additional information	View File

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

3

File Description	Documents
Upload any additional information	View File
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**

05

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

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

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

104

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

Following relevant AICTE guideline and W.B Govt norms, a well-defined system is implemented for performance appraisal of teaching and non-teaching staff as briefed below:

Faculty: After completing the required service tenure and acquiring eligibility in accordance with AICTE guideline, faculty members may apply to the Registrar for promotion using the year-by-year 360° appraisal form, along with all supporting documents duly authenticated. Following data validation and verification by the Internal CAS committee the incumbent's applications is forwarded to the External Screening cum Evaluation/Selection Committee (formed by the BoG following AICTE guidelines) for evaluation of eligibility and interview. Based on recommendation by the External Committee and subsequent approval of BoG, the incumbent is promoted.

Non-teaching: Promotions for non-teaching staff are given out in accordance with WB Govt rules, upon completion of 8-12-24 years of continuous service of the incumbents. Upon receiving applications for promotion, the Registrar's office verifies the eligibility of the incumbents and collects confidential reports (CR) from respective HODs. After evaluation CRs are forwarded to an External Committee to interview and evaluate the performance of the incumbents. The concerned incumbent receives a promotion upon the approval of the BoG, contingent upon the Committee's satisfactory recommendation.

File Description	Documents
Paste link for additional information	https://rcciit.org/institute/download/Service_Rules.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Institution has established a mechanism for conducting statutory audits on the financial transactions every year with internal auditor as per rules of Govt. of West Bengal to ensure financial compliance. The role of the Statutory Auditors included crucial impact factors like the Institute's financial reporting process and the disclosure of its financial information to ensure that the financial statement is correct, sufficient and credible; changes, if any, in accounting policies and practices and reasons for the same. Moreover significant adjustments are made in the financial statements/books of accounts arising out of audit

findings; compliance with statutory requirements relating to financial statements; disclosure of any related party transactions; internal control systems; to look into the reasons for delays in the payments / recoveries from / to creditors / debtors and carrying out any other function/s as deemed necessary in the capacity of Statutory Auditor. All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid defalcation of funds or properties of the institution at all levels, along with attending of queries within prescribed time limits. The audited statement is duly signed by the authorities of the management and Statutory Auditor.

File Description	Documents
Paste link for additional information	http://172.20.100.50/docs/institute/financial_reports/Audited_Financial_Statements_2022-23.pdf
Upload any additional information	View File

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

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

74000

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

For mobilizing funds, Institute has taken following positive initiatives:

- The activities that need recurring fund and those that require instant funding are identified and grouped

separately.

- Academic activities that directly generate revenue are prioritized.
- Faculty members are encouraged to apply for funded projects, consultancies.
- Activities which would require huge investments, sought the possibilities of incorporating external funding agencies under strict scrutiny.
- Special encouragements are made to all forms of asset building programmes.
- Resource mobilization are encouraged in the forms of voluntary contributions.
- Industry Institute Partnership Cell are encouraged to collaborate with industries for asset building/resource generating activities by various means
- Alumnus are requested to provide financial and non-financial support for various activities in the Institution.
- Registration fees are collected through organizing FDP, conferences, workshops etc.
- Funds are also generated as a result of interest on corpus fund.

Budget is prepared considering developmental criteria of the Institute; accordingly, provisions are made, as prepared by Finance section, and then duly approved by the Finance Committee and management before sanction. It is then deployed on different Heads of Expenditures in accordance with approval, and continuously monitored while expenses are carried out.

File Description	Documents
Paste link for additional information	https://rcciit.org/institute/financecell.aspx
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

Internal Quality Assurance Cell (IQAC) has taken a few steps to enrich the quality initiatives which is in the line with the Vision and Mission of the institute. Initiative has been taken to conduct academic audit for all the Departments, Functional Units and Committees/Cells to measure the progress and overall growth of

the Institute.

Apart from that, IQAC, in collaboration with IIC, has organized several events including Hackathon as per the guideline where students and faculty members have participated. This helps to nurture the innovative mind-set among students which may lead them towards entrepreneurship.

IQAC itself organized a few seminars where staffs of the institute have participated. This augments the continuous learning process of all the stakeholders of the Institute.

Through its "Connect to School" events, IQAC has also introduced some best practices as a component of student outreach activities for societal development. IQAC has also placed emphasis on holding "Connect to Parents" events on a regular basis. At these events, faculty members engage in direct communication with parents and guardians, solicit their feedback, and make appropriate efforts to put that into practice. The purpose of IQAC is to improve student life on campus and help them in holistic developments.

File Description	Documents
Paste link for additional information	https://iqac.rcciit.org.in/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC always conducts periodic internal evaluations based on the feedback received on teaching-learning process, and corresponding pedagogical methodologies are discussed for better outcome. IQAC ensures that a uniform structure and methodology is followed for outcome-based education including framing of: (1) CO, PEO, PO and PSO, program articulation matrix, (2) computation of CO, PO attainment and % fulfilment of performance target upon analysing student's semester results and (3) gap analysis of curriculum. Continuous improvement is monitored by analysing actual data with respect to the threshold set; IQAC recommends measures like tutorials, beyond the curriculum teaching, projects when outcome is poor while performance threshold is raised when outcome is good. In general, IQAC emphasizes on project-oriented learning followed by publication in the form of paper/IPR. Formation of a

uniform policy for allocation and evaluation of student's major projects is recommended by IQAC for implementation by Institutional Research Committee.

IQAC recommends hybrid mode of teaching. Under the guidance of IQAC a few recorded video of lab experiments and lectures are uploaded in public channels for anytime access of students. IQAC has taken initiative to develop a studio with facility for recording (and live streaming) of lectures by institute faculty to form a repository.

File Description	Documents
Paste link for additional information	https://iqac.rcciit.org.in/file/21_3_23.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://iqac.rcciit.org.in/file/Annual_report_22-23.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The Institute has implemented the following to ensure or promote gender equity:

[i] Recruitment of staff/faculty: AICTE/State Govt. guidelines are followed resulting in strength of 32% female faculties and 14% female staffs in the institute.

[ii] CAS: Equal opportunities for career advancement are offered to each staff/faculty in accordance with institute service rules and statutory guidelines.

[iii] Special Leaves: Female staff/faculty are eligible for 180 days of maternity leave and 2 years child-care-leave.

[iv] Responsibilities: Lead roles in academics and administration are assigned to employees purely on the basis of eligibility, ability and interest. Many female staff/faculty are assigned lead roles. Atleast one female member is ensured in each committee/cell.

[v] Facilities/Recognition: Female employees enjoy same facilities as done by their male counterparts.

[vi] Student gender equity: It is ensured through separate common rooms, separate sports events and even separate placement drives for female students and representation of female students in student bodies and clubs.

[vii] Awareness Programmes: NSS team organizes awareness events on gender equity. Female stakeholders are educated about their rights and laws to empower them.

[viii] Safety: The ICC works to prevent any workplace harassment of female stakeholders, thereby promoting free and fair treatment for the females.

File Description	Documents
Annual gender sensitization action plan	https://rcciit.org/institute/download/Gender_sensitization_action_plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://rcciit.org/institute/download/Gender_sensitization_action_plan.pdf

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

C. Any 2 of the above

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

[i] Solid Waste Management: Both degradable and non-degradable trash are collected separately through specified waste bins spread out across the campus and are disposed off every day in the garbage collection vehicle of the Municipality. All scraps like broken furniture, used papers and junk materials other than e-waste are periodically sold out.

[ii] Liquid Waste Management: The liquid waste produced in the canteens, chemical labs, and other locations are drained away through covered internal sewer lines connected to subterranean municipal sewer lines without polluting surrounding ecosystem.

[iii] Waste Recycling: Garden wastes (dried leaves, branches, flowers and fruits), leftover vegetables/peels and food are gathered and allowed to be composted naturally (in the holes dug in the garden), for use as fertilizer later. Vegetable and veg-food wastes are collected in specified bins near canteen for this

purpose.

[iv] e-waste Management: Appropriate protocol and procedures are followed in terms of collection, segregation (from general waste), handling, and disposal in accordance with statutory e-waste management guidelines. The entire amount of gathered e-waste in specified boxes kept at prominent locations are sold as recyclable scrap to specialized retailers.

There are no hazardous chemicals or biomedical wastes produced in the campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
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 C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: B. Any 3 of the above

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

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

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

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

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

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

B. Any 3 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	View File

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

The admission of students from outside West Bengal (from states like Bihar, Orissa, and North East India) through JEE Main and the admission of Kashmiri students through the PMSS scheme are the main causes of the cultural, regional and linguistic diversity at RCCIIT. Through the induction programme after admission institutional ethos and culture are introduced. All students receive instruction in English only. Rules are same for all, regardless of their gender and linguistic/cultural/geographic background. The Student Welfare Committee organizes a variety of technical, sports and cultural events every year that offer platform for developing bonding and team spirit among junior and senior students. Every stakeholder enjoys holidays for religious festivals, both of their own and of other religions. This unites everyone on a common welcoming platform to strengthen internal harmony. In terms of socio-economic diversity, the Institute upholds equilibrium by safeguarding the weaker and less fortunate groups by admitting them into each course under reserved categories in accordance with State Government regulations. The State and Central Govt. free-ships and scholarships to economically weaker students are facilitated by the institute. Respect, tolerance, and harmony among all communities are also promoted by the NSS Unit, Anti-Ragging Committee, and the Student Clubs.

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	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

One of the institute's mission is to "produce well trained good human beings with ethics and values". Human values are treated essential for students' holistic professional development. For this reason, the institute has appointed Universal Human Values (UHV) Coordinator. Initiative is taken so that maximum faculty participate and complete the AICTE UHV-I FDP programme. Students are sensitised on UHV through the Induction Programme. Faculty members have also participated in UHV-II and UHV-III FDPs. Similar FDPs are planned to be organized within the institute. As per AICTE the UHV I course is now delivered to the first-year students while the UHV II course is now credit-based and introduced for second-year students by the University. Indian Constitution is now offered as an audit-based course for third-year students and a course on "Ethics & Values" is part of the UG curriculum. Students are better able to understand social, economic and political justice as well as intellectual liberty when UHV and SIP are perfectly combined. All significant National holidays relevant to India's unity and integrity are observed respectfully, by NSS unit. Thus, the institute has adopted a long-term, comprehensive strategy to educate staff and students about their rights, responsibilities, and obligations under the constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://nss.rcciit.org.in/5c1d3-charity-blog/
Any other relevant information	https://rcciit.org/downloads/data/UHV.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts B. Any 3 of the above

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

National and international commemorative days are regularly observed at RCCIIT. Different events are organised on these days to create a positive work environment while educating learners about global issues, great personalities and historical events of India. The college takes a pluralistic stance towards all religious events and celebrations. The NSS unit celebrates Republic Day, Independence Day, World Ozone Day, World Environment Day, Jal Diwas, Swachhata Divas, Wild Life Week, World AIDS Day, Samvidhan Diwas, International Yoga Day, International Women's Day. The commemorative days regarding environment are of special importance as events on these days create continuous impact on the RCCIIT community about the importance of clean environment and our collective responsibility to keep it conducive for healthy living. Special drives are taken for removing plastics from campus, plantation, campaigning for systematic e-waste disposal and cleaning of waterbodies. Lectures are arranged on protection of wildlife, resistance to ozone depletion and pollution, use of renewable energy etc. The institute also observes Gandhi Jayanti, Teacher's Day, Engineers Day, Saraswati Puja, Viswakarma Puja within the campus. Long holidays are given during Durga and Laxmi Puja, Chat and Id to allow stakeholders of different religion and

community to celebrate the popular festivals of their religion.

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.

BEST PRACTICE-1: Every year the institute recognizes the best talents in terms of academic progress, successful employment, entrepreneurial activities and special achievements in diverse areas like sports, tech, cultural, co-curricular activities. Principal's award is given for best all-round performance in a graduating batch. The best faculty at department and institute level are acknowledged based on their teaching efficiency and achievement in terms of research outcome like paper/copyright/patent etc. Similarly, based on performance staffs are appreciated. The institute is now awarding the students/staff/faculty through an annual award ceremony "Prashasti" to be motivate them.

BEST PRACTICE-2: The institute has a dedicated Connect-to-School (C2S) team to primarily raise awareness about engineering disciplines, their prospects/requirements among school students. The C2S team visits many schools to deliver seminars and popular science programs for the students of class VIII - XII. Awareness seminars on emerging technologies like AI, Robotics etc. have been hosted by the institute for the HMs of around 300 schools. The institute, in collaboration with Intel and with support of Govt. of West Bengal and MeitY, Govt. of India will roll out a project for handholding of schools in educating students on AI and prepare them for future in line with NEP 2020.

File Description	Documents
Best practices in the Institutional website	https://www.rcciit.org.in/institute/download/Institutional_Best_Practices.pdf
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

One of the priorities of the institution is capacity building in emerging technology areas to keep abreast with rapid changes in requirement and trend in ICT industry. Thrust areas such as AI, Cyber Security, Data Science and VLSI have been identified and faculty members are being trained in these areas by industry-partners like Intel, Microsoft-TATA Strive, SETU and HCL Tech respectively. The purpose is to develop expertise in these technologies so as to train the students (beyond University curriculum) to make them industry-ready. Already 20+ faculty have got the Lead Facilitator training on AI from Intel and the first level certification of around 1000 students on Foundations of AI has been completed by the trained faculty. Around 15 faculty and 100 students are taking the online training on Cyber Security. Institute also nominated faculty for specialized training on Blockchain, AR/VR, Drone and SolidWorks. A capacity building project sponsored by MeitY, GoI has been taken up under which hands-on training on 10 areas including Cloud, Python, Deep Learning, Enterprise Computing, CVPR, Mobile/Web technology, IoT are being provided. Also, students are encouraged and facilitated to take training on courses available on the Future Skill Prime platform by NASSCOM and get certified.

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

According to the Institute's Vision and Mission statements, RCCIIT is committed to creating skilled manpower by providing a comprehensive education for Society. Following its initial B++ rating, Institute has acknowledged quality initiatives in the areas of scientific, technological, and societal developments that adhere to NEP 2020 guideline. The National Board (NBA) of Accreditation of the four undergraduate engineering programmes serves as a reflection of the outcome. This academic year, two new postgraduate courses have been added in response to the current needs: one on Computer Science and Engineering with an Artificial Intelligence specialisation, and the other on VLSI and Microelectronics. After identifying curricular gaps from the previous semester's results, the teaching-learning method is revised in accordance with revised assessment policies that the University has adopted. We attempt to cover material beyond the syllabus through a variety of pedagogical initiatives, e.g. expert lectures, webinars, seminars, workshops, as well as through MOOC courses. Department Advisory Board and Programme Assessment Committee of each department duly approve any modifications to the Course Outcomes as needed. Innovative approaches to education are under the purview of Innovation Council. The feedback system, which serves as a measurement tool for upcoming course deliveries, assesses the effectiveness of learning.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://rcciit.org/downloads/downloads.aspx

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

The Institute's academic calendar is created in compliance with the University's published schedule. It also includes a

tentative activity calendar, which is necessary for students to complete the mandatory Additional Requirements (<https://makautwb.ac.in/datas/users/0-mar%20notice%20vc%20final.pdf>) in accordance with MAKAUT guidelines. The university specifies the mode of continuous assessments for both theoretical and laboratory papers. Faculty members then conduct internal evaluations in accordance with the guidelines and according to the timetable that is set forth in the academic calendar. NEP 2020 guidelines state that in addition to traditional Q&A techniques, assessments for theoretical papers are made through reports, presentations, written tests and quizzes. Internal evaluations of laboratory papers are carried out twice using standards established by the relevant Department. Sessional papers are assessed continuously at multiple mid-phases (minor and major projects) or at the end of the semester (for industrial training/seminar) based on their performance. As stated in the academic calendar(https://d2xe8shibzpjog.cloudfront.net/Notice/makaut1/9959_1686827817.pdf), marks based on the evaluation for each individual case are uploaded in the University portal within the allotted time. Weak students can also benefit from CIE, which is used in remedial classes (<https://rcciit.org/beyondCurricula/data/Special%20Classes.pdf>) where students are constantly observed and evaluated.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://rcciit.org/downloads/data/AcademicCalendar/AC2022.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

9

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

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

43

File Description	Documents
Any additional information	View File
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

866

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Since RCCIIT bases all of its UG and PG programmes on the MAKAUT syllabus, papers on ethics, values, and the environment are covered in accordance with the courses that the Varsity defines. Nonetheless, Institute follows a few best practices, e.g., gender sensitization and other environmental-related activities through NSS unit, to provide holistic education. Throughout the year, Institute holds a number of awareness programmes that support societal responsibility. In order to teach humanities-related papers, faculty members must also have successfully completed UHV courses. In the meantime, students completed additional courses from MOOC providers, specifically SWAYAM-NPTEL

(<https://nptel.ac.in/localchapter/statistics/1128>), on soft skills, values, and ethics. Management abstains from gender discrimination in every way, as seen by the high percentage of instructors and technical staff of fairer genders. Every academic year, number of female students rises as well, supporting the Institution's best practices. The results of learning about the environment and sustainability are measured in an indirect manner in a number of courses and sessional papers, with each CO's clearly stated. Seminars/Debates are used to carry out women's empowerment initiatives, emphasise gender sensitization and social responsibility, and raise awareness of sexual harassment at workplace. Internal Compliant Committee (<https://rcciit.org/institute/committee.aspx#ICC>) regularly monitors all facets of women's rights.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

26

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
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

353

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

A. All of the above

institution from the following stakeholders Students Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	http://efeedback.rcciit.org.in/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	http://efeedback.rcciit.org.in/
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	
436	
File Description	Documents
Any additional information	View File
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	
89	

File Description	Documents
Any additional information	View File
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

Fresher's are enrolled in college through mandatory induction programme (as per AICTE), where they learn about professional cores and engineering physics, and other qualitative aspects. They also interact with various industry personnel and participate in NSS activities, social responsibility workshops, sessions on environmental and social responsibility. Regular curriculum-oriented academics are assessed through outcome-based monitoring process that uses variety of assessment tools in accordance with the University's mandatory curricula as well as a few elective add-on programmes that the students choose. NBA's guidelines are followed in designing assessment rubrics for all theoretical, practical, and sessional papers, which is duly reflected in the accreditation of four UG engineering programmes. Evaluation methods are carried out in accordance with university guidelines, which share performance analysis with students and highlight any shortcomings/learning challenges. Remedial classes are therefore set up for students who struggle with specific concepts or who learn slowly. Learning takes the shape of seminars, webinars, workshops, demonstration competitions, and MOOC courses (SWAYAM, Coursera, edX, IIRS-ISRO, and Udemy) in addition to syllabi. As part of the Institute's plan to support advanced learners, students from different Departments regularly present and publish research papers in their fields of study under the direction and oversight of faculty.

File Description	Documents
Paste link for additional information	https://pragyata.rcciit.org.in/
Upload any additional information	View File

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

Number of Students	Number of Teachers
1754	104

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The Institute uses outcome-based education in both teaching and evaluation approaches, adhering to NBA guidelines. During course delivery, direct student involvement through a variety of interaction/assignment modes is practiced. A mini project is frequently linked with practical courses, where students collaborate in small groups to gain the necessary practical skills and self-assurance to put them into practice. Additionally, students are required to present a brief topic that is pertinent to the course and has already been covered in an earlier lecture during a class demonstration. Faculty members use both flipped and active learning strategies on an individual basis to help students perform better. UG students are assigned to faculties for both Minor and Major Projects at the start of the fifth semester. Project work for PG students starts in their first year. Students complete required/optional training and internships related to discipline and market trends. Consequently, a comprehensive development is noted, which is the OBE model's goal. Corporate sectors occasionally provide eighth-semester students with internships as a component of their job absorption process. While group discussions and classroom demonstrations could be classified as examples of participatory learning, projects, field work/training, and internships are examples of experiential learning.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://rcciit.org/

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

The goal of the Outcome Based Education (OBE) method is to improve students' performance holistically. To further integrate NEP into the teaching-learning process, faculty members deliver lectures using multimedia teaching aids combined with real-world examples. Additionally, lecture materials are made available online in a variety of digital formats. Simulation software is used to demonstrate various working models and animations in relevant subjects. This increases the Institute's worldwide influence. The addition of lectures from physical classrooms to online courses based on demand is a prime example of how technology is assisting the teaching-learning process. Multimedia teaching aids commonly used in the Institute's classrooms and labs include LCD projectors, laptops, internet-enabled computers, and Interactive Digital Boards (Smart Boards) with audio systems connected for improved audibility. A digital library offering is accessible for a range of MOOC lectures and IEEE ASPP packages (<https://ieeexplore.ieee.org/Xplore/home.jsp>). A number of webinars on cutting-edge/advanced technologies are held to add interest and information to the courses. Sometimes, virtual laboratories are used to introduce students to various experiment types on a limited number of subjects. Quizzes are held on online platforms. For small, micro, and large projects, different online platforms and simulation software are also used.

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

104

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

104

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

38

File Description	Documents
Any additional information	View File
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

1019	
File Description	Documents
Any additional information	View File
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.	
<p>Institute follows prevailing guidelines of affiliating university for internal evaluations for both theoretical and practical papers. Though definite guideline is not available for sessional paper evaluation, however, RCCIIT follows the Outcome Based Evaluation (OBE) approach for assessment of those papers.</p> <p>For theoretical papers, four continuous assessments (CA1, CA2, CA3, CA4) are conducted of 25 marks each as per MAKAUT guideline in pre-defined time-period spanning across the semester. Presentation, report writing, formative Q&A and quiz are the respective tools for judgement respectively for the assessments, where for every student, corresponding Course Outcomes (COs) are measured for each valuation. For weak students, additional examinations are conducted by the corresponding subject teacher after conducting remedial classes.</p> <p>For practical papers, two times internal assessments (PCA1, PCA2) are conducted in every semester of 40 marks each. Marks are provided based on their continuous performance, attendance, submission of weekly reports and assignments, and quizzes. Micro projects are optional tools used by faculties to obtain higher level of outcome.</p> <p>Projects (major and minor), industrial training, group discussion are evaluated in various forms based on the assessment tools/rubrics defined by concerned faculties for continuous/end semester evaluation. Marks for all the evaluations are submitted in the University portal.</p>	

File Description	Documents
Any additional information	View File
Link for additional information	https://makautwb.ac.in/big_files/Academic%20Calendar%202022-23.pdf

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

Institute follows guidelines of MAKAUT, W.B. for internal evaluation. For undergraduate and post graduate programs, RCCIIT conducts four continuous evaluations (CA) for theoretical papers and two lab internals as Practical Continuous Assessment (PCA1 & PCA2) as per academic calendar published by University.

To deal with internal examination related grievances, Institute maintains following guidelines:

[i] If a student is not able to appear for internal examination because of medical emergency/any other valid/genuine reason, special examination is conducted for him/her as per norms within the deadline of marks submission (if possible); if (/s)he submits application with proper documents.

[ii] Grievances of the students with reference to assessment are made clear by showing his/her performance in the answer sheet by Course Coordinator (<https://rcciit.org/institute/download/Grievance%20Redressal%20Policy.pdf>). The answer sheet of such student is assessed by the concerned faculty once again in presence of the student. Any correction, in the total of marks or assessment of answer books as identified by students, are immediately reflected in the University portal.

[iii] Any student who is not satisfied with the assessment/award of marks, may approach the concern Head of the Department.

Student's performance is displayed on the notice board and the same is informed to the parents, whenever required.

File Description	Documents
Any additional information	View File
Link for additional information	https://grievance.rcciit.org/

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The Institute offers five (5) undergraduate programs and four (4) post graduate programs where evaluation is conducted following Outcome Based Education (OBE). The following mechanism is maintained to communicate the learning outcomes to the stakeholders:

[i] Graduate attributes (as defined by NBA) are described to the first-year students at the commencement of the programme.

[ii] Outcomes of the Programs and Courses are observed and measured periodically. If any modification is required, modified statements are evaluated by Program assessment committee (PAC) followed by Departmental advisory board (DAB) of that respective Department, and approved outcomes are disseminated through various means.

[iii] Copy of Learning Outcomes of Programmes and Courses are uploaded on the Institution website for reference, along with Program educational Objectives (PEO) of the respective Department.

[iv] Departmental level meetings in periodic intervals are conducted for discussion of learning outcomes.

[v] The students are also communicated about the Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) through meetings and display. At the commencement of every paper, concerned faculty discusses the course outcomes, and its relevance with the program where they have registered.

[vi] Seminars are organized at Institute level for discussing the pedagogical approaches to achieve learning outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://rcciit.org/academic/cse.aspx ; https://rcciit.org/academic/ece.aspx ; https://rcciit.org/academic/it.aspx ; https://rcciit.org/academic/download/ee/BTech%20EE%20CO.pdf ; https://rcciit.org/academic/aeie.aspx
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.

Institute has a defined process for evaluating Programme Specific Outcomes (PSOs) and Course Outcomes (COs) that is based on OBE method. According to the assigned subjects, confirmed by the Departmental Advisory Board (DAB) and Programme Assessment Committee (PAC) respectively, all faculties prepare CO's. Following the conclusion of semester, all students' outcomes are computed and is verified to check whether each Graduate Attribute (defined as PO's by NBA) benchmark has been met/exceeded. The threshold is raised for the following academic semester if satisfactory value is attained. If, on the other hand, the target is not met, the curriculum objectives are adjusted or the teaching strategy is changed/modified for that specific subject in following semester. Modification is communicated to the concerned parties, PAC and DAB, and appropriate approval is secured. The weighting for theoretical papers is divided into two categories: 30% is used for internal evaluation and the remaining 70% is used for the end-of-semester exam. 90% of the weight for calculating POs and PSOs comes from direct attainment, while 10% comes from indirect attainment. Employer, alumni, and programme exit surveys are used to assess indirect attainment. Internal Quality Assurance Cell, Departmental Academic Committee, and Institutional Academic Committee oversee the final outcome.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

502

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://igac.rcciit.org.in/file/Annual_report_22-23.pdf

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://forms.gle/R3mZ4TVOBjSBSwhA7>

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)

6.71

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
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

13

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

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

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

1

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	View File
Paste link to funding agency website	https://dstbt.bangla.gov.in/

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Institution Innovation Council v5.0 has taken major responsibility in organizing programs related with IPR, innovation and entrepreneurship following the guideline laid down by MIC, in collaboration with IQAC. Seminars help to build awareness among the students about innovation, and thereby fostering innovation, which are reflected through various Hackathons as organized by Institute and also their participation in State and National level competitions. Interactive sessions with leading start-ups, entrepreneurs and innovators nourish the young minds on commercialize their own sustainable ideas to protect intellectual property rights. IPR cell, in collaboration with IIC, also helps to achieve the objective. The enthusiasm is enhanced through various success stories, as shared in some seminars by young entrepreneurs, with the ups-and-downs they have faced to establish themselves. Major encouragement is observe through the hackathons, idea competitions and prototype development competitions, where products gets praised from leading industry experts. The last two years, IIC substantially holds the two-star rating, and increases thrust to uplift themselves.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rcciit.org/institute/iic.aspx

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

6

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year**3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

16

File Description	Documents
URL to the research page on HEI website	https://rcciit.org/institute/committee.aspx#IRC
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

88

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**

53

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

The NSS unit conducts extension activities both on and off campus to promote students' holistic development via sociocultural engagement. A visit to an orphanage is conducted as one of many tasks to offer food, stationary aids, and medications. Through computer literacy training, the student volunteers helped the local impoverished children who lived in the slum areas next to the Institute with their academics. Students also planned a large-scale, door-to-door campaign called the Dengue Awareness Programme to educate the community about the value of cleanliness and sanitization. In order to raise awareness about cleaning one's own home and community and contribute to a cleaner India, the NSS unit (<https://nss.rcciit.org.in/>) also organised Swacchata Abhiyaan with the help of students. Programmes for planting trees are run in the community to educate residents about the value of sequestering carbon, the amount of CO2 absorbed, and how these trees aid in preventing soil erosion. Placards and posters against drug abuse, drinking alcohol without a prescription, and the harmful effects of smoking or chewing tobacco in public were used to organise the rally. To put it briefly, NSS activities teach students about their socioeconomic background and instill values such as independence, patriotism, social responsibility, and empathy.

File Description	Documents
Paste link for additional information	https://nss.rcciit.org.in/5c1d3-charity-blog/
Upload any additional information	View File

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

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

97

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

14

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

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

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

427

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

8

File Description	Documents
e-copies of related Document	View File
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**

8

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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.

Two adjacent campuses make up the Institute's operations. The first is 2.45 acres and houses Administration, Central Library, Accounts, Principal's and Chairman's Office, Board Room, Exam

Cell, Basic UG Engineering Labs, Language Labs, Faculty Rooms, AS & ESM Departments, Canteen, Student Common Room, and 350-square-meter, 370-seat auditorium. The State Government leased all of the renovated, historically significant, environmental-friendly buildings on this campus, which are adorned with gardens, ponds, and trees. The second campus comprises of five-story building housing the necessary labs and classrooms for each of the five engineering departments. The buildings combined total area is estimated to be 5000 sqm. A network access point, projection screen, public address system, black and whiteboard, ceiling-mounted projector are all standard in classrooms. There are not many digital boards in classrooms. A total of 17 computer labs have almost 850 desktops. A single managed network with 100 Mbps LAN bandwidth connects two campuses, and two 50 Mbps lease-line internet connections enhance Wi-Fi coverage. There are sufficient UPS support, generator access, fire suppression equipment. EE Department began using solar and wind power systems to generate usable electricity through experimentation. There are online finance, library, and admissions systems available in line with the Digital India initiative.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rcciit.org/beyondCurricula/gallery.aspx

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

Under the direction of Student Affairs and Students Welfare Committee, students at RCCIIT actively participate in a variety of socio-cultural events and sports activities that lead towards at regional, state, and national levels. Gender-specific common areas are furnished with table-tennis and carom facilities. A recently added yoga room is used for regular classes on life skills to improve mental and physical health. On campus, fully air-conditioned auditorium with a large stage and seating for close to 370 people is utilized to host various events. A courtyard outside is used for sports like football, volleyball, and badminton. Additionally, there is a moderate playground on campus where cricket is played. Regalia, the annual cultural festival, is hosted outside the campus.

Institutional facilities are used to organize Krirathon, the annual sports festival. During the annual Techtrix (technical festival), computer-based gaming and coding competitions are held at various computing laboratories. There are other events held in language labs or seminar rooms, such as quizzes, paper presentations, group discussions, and debates. Robotic competitions take place on an indoor permanent platform. The institute allocates money each year to support extracurricular activities like NSS programmes as well as sports, games, cultural festivals, and technical events.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rcciit.org/beyondCurricula/art.aspx

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

45

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rcciit.org/institute/download/ICT%20Maintenance%20Process.pdf
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)

359.06

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The RCCIIT Central Library is divided into two sections: a rich collection of hardbound, bar-coded Text and Reference books, Periodicals, and Magazines is available in the first section, while the digital section contains journals, e-books from Wiley and Oxford, and university question papers(available in DSpace). One can also learn through audio and video by using entiched CD/DVD collection. The computer facilities in the digital section enable students to use the intranet and internetto learn MOOC courses. For approved users, a reprographic facility is available to meet their needs.For added security, the fully air-conditioned reading room has a closed-circuit TV and camera. All thematerials can be browsed for checking availability using OPAC (Online Public Access Catalogue). Students can borrow 3 books at a time for 14 days, in addition with Book Bank facility to avail 2-4books for the entire semester. Faculties can issue upto 12 books per semester. Issue/return facility iscontrolled though KOHA software. For repository interoperability, structured metadata via OpenArchives Initiative Protocol for Metadata Harvesting is available via request. Online recourses fromBCL can be accessed, and also in hardbound form. Institute is the member of NDL along withavailability of DELNET facility.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://117.232.85.73:8080/jspui/

4.2.2 - The institution has subscription for the following e-resources e-journals e-

A. Any 4 or more of the above

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

10,54,937.00

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

311

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

4.3 - IT Infrastructure

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

Cisco controller-based Wi-Fi access is available with Wi-Fi

coverage, authenticated by LDAP server. All classrooms were also connected to a network for providing internet connectivity in the classroom. At present, the institute currently has 100 Mbps 1:1 ILL with a wireless backup link secured with Fortinet UTM Fortigate 100D. The Institute Central Computing Lab is now equipped with around 90 Desktop all connected with Network and Internet. Optical fiber is the backbone with Juniper EX3300 (stackable) switch as an edge with LACP configured for uplink. The core to the edge is on OM3 fibers so that the network can support 10G. Some high-end servers like [i] 2 sets of Dell Power Edge R720, Intel(R) Xeon(R) CPU E5-2630 0 @ 2.30GHz 16 GB, [ii] HP Proliant ML 350 G9, Intel(R) Xeon(R) CPU E52620 @ 2.10GHz 16GB, [iv] Sun Oracle Sparc T4-1, Sparc P4 8 Core 2.8GHz, 32 GB, [v] Lenovo X3500M5, Intel(R) Xeon(R) CPU @ 2.40GHz 16 GB 1TB SAS, [vi] Lenovo TS140 16 GB 1TB x 4 SATA are available with 4 workstations of Intel® Xeon® CPU @ 2.20GHz 128 GB 2TB SATA + 500 GB SSD.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rcciit.org/institute/download/ICT%20Maintenance%20Process.pdf

4.3.2 - Number of Computers

1068

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

359.06

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

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

The creation of new facilities and maintenance of existing ones are carried out through appropriate budget, and has duly been approved by Board of Governors. Requirements are usually raised before the start of academic year. Campus engineers oversee the upkeep and maintenance of buildings infrastructure, housekeeping staff ensures that the area is regularly cleaned, maintenance of air-conditioners and water coolers are handled through AMC, electricians repair and maintain electrical work. Through the stock/issue register, spare and consumable consumption and stock are tracked. An updated asset register includes invoice copies. The fire system and first-aid kits are routinely inspected. Regular maintenance is performed on projectors and sound systems. Journals and books are preserved to prevent defacement. Maintenance of computing and network infrastructure is carried out by systems division. Health-check of computers and ICT tools are done on regular basis by respective technical assistants. Indoor and outdoor game facilities, common room facilities are maintained through standard monitoring procedure. Clean and hygienic drinking water is available in campus. Overhead water tanks are cleaned periodically. All toilets are wet cleaned everyday. The campus has power backup facilities which are monitored on regular basis. Canteen maintenance committee takes care of food

quality, overall cleanliness and hygiene.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://172.20.100.46/

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

594

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

50

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	https://rcciit.org/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
251	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
251	
File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

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

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	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

251

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
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

10

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

5

File Description	Documents
Upload supporting data for the same	View File
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.

17

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

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

Students at this institute participate actively in a range of extracurricular, co-curricular, and administrative activities through a variety of professionally organised clubs, professional chapters, and committees. The Student Welfare Committee is the primary student representative body. Through its various sub-wings, it actively organises yearly technical, cultural, and sporting events. Students' representatives vote to choose the general secretary and other secretarial positions. The NSS Student Chapter holds year-round events that include planting trees, raising awareness of gender issues, distributing food and clothing as part of relief efforts, assisting orphanages, organising literacy drives, commemorating national holidays, and more. First-year students plan the Devi Saraswati festival, Saraded, while second-year students take the lead in organising the freshmen welcome ceremony, BIHAN. Students who actively participated in hackathons at the Institutional, State, and national levels and shared their opinions on adopting best practices were inducted into the IIC and IQAC. Additionally, there are student members on several anti-ragging committees as well as the Institutional Complaint Committee, established in compliance with "AICTE's VISHAKHA" regulation. Under the guidance of their designated adviser/mentor, they take part in several professional chapter/club activities. The department publishes yearly wall magazines and tech magazines to highlight their noteworthy contributions and active participation.

File Description	Documents
Paste link for additional information	https://rcciit.org/institute/committee.aspx
Upload any additional information	View File

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

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

17

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

Graduates can take advantage of various opportunities provided by the RCCIIT Registered Alumni Association to maintain connections with their college and fellow alumni, as well as to broaden their professional networks and improve their career prospects. In addition to networking events, webinars, seminars, and career counselling, they also offer useful information about technology trends and the job market. Pre-final year students participate in mock interviews to prepare them for the placement drive ahead of them. Their advice frequently aids in closing the knowledge gap between academic curricula and best practices in the business. A plethora of career services are also provided by the association to assist students in finding employment. Members of the Departmental

Advisory Board (which is applicable to all departments) recommend appropriate electives, new technology trends, webinars, seminars, and specialised training courses and tutorials. Through the Connect-to-Alumni programme, there has always been regular communication with our alumni on an individual, departmental, or institutional level regarding their whereabouts. Additionally, the alumni association intends to run job boards on its website, publish job openings in its college placement cell, and/or use messaging apps. To help graduates present themselves in the best possible light, they also provide cover letter assistance.

File Description	Documents
Paste link for additional information	https://rcciit.org/alumni/info.aspx
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

An efficient decentralised decision-making system along with participatory, inclusive, impartial and transparent mechanism have been credited with RCCIIT's governance. All policy matters are approved by the Board of Management constituted by the State Govt. while the operational and financial decisions are approved by the Board of Governors. The Principal is the DDO of the college and runs the day-to-day academic and administrative affairs with the help of different committees comprising faculty members and HoDs/Coordinators of different Departments and Cells. The Institutional Academic Committee and IQAC are responsible for ensuring proper implementation of institutional policies in accordance with the institutional Mission and Vision. It is ensured that the recruitment of faculty and staff, their service rules and HR policies and also the

student's academic and welfare policies are fair and transparent to have a conducive teaching-learning and inclusive work environment for all concerned. The governing service rules of the staff and rules & regulations of the students follows Govt. norms as applicable.

Participatory management and good governance policies meet the needs of thrust areas such as outcome-based academics, production of skilled graduates with concern for society and fit for industry and quality research outcome for fostering holistic growth.

File Description	Documents
Paste link for additional information	https://www.rcciit.org.in/institute/about.aspx
Upload any additional information	View File

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

Every decision-making process related to administration, academics, faculty & staff affairs, student & alumni affairs, training & placement, research, etc. reflects decentralisation and participatory management. In accordance with Institute guidelines, departmental and functional HoDs handle their respective affairs - HoDs also delegate responsibilities to individuals or committees within the department on rotational basis through departmental meetings. The coordinators/conveners of different functions/committees are allowed to make decisions/recommendations through meetings at departmental or institutional level to help the HoDs/Principal in effectively managing different functional areas. Program coordinators for each UG/PG programs, NBA coordinators, NAAC coordinators, Sports-Cultural-Technical activity coordinators, conveners of Disciplinary Committee, Purchase Committee, NSS, ICC, Anti-Ragging Committee, Admission Committee, Grievance Redressal Cell etc. are selected on rotational basis based on the knowledge, acumen, interest, ability and leadership quality of the faculty members in respective areas. Most eligible faculty members are given the responsibility to act as Faculty In-Charges or Dean who are delegated full authority for overseeing critical functional areas like academics, student affairs, training & placement, research & innovation, alumni affairs and

legal affairs and take/recommend appropriate measures for continuous improvement in-keeping with statutory requirements. IQAC Coordinator ensures academic audits, conducts overall quality analysis and recommends new policies through IQAC.

File Description	Documents
Paste link for additional information	https://rcciit.org/institute/committee.aspx , https://www.rcciit.org.in/institute/deans.aspx
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

RCCIIT's five-year strategic planning aims towards achieving the 6 E's against which the action plans are aptly mapped: Excelling in Teaching-Learning Process, Enhancing student and faculty interest in: Patents, Publications, Research, Innovation and Entrepreneurship, Enhancing Research capacities and outcomes, Enabling inclusive and sustainable growth, Extending collaborations and improving industry relations, Expanding opportunities for societal services. The achievable milestones and key activities against each of the above strategic areas are clearly elucidated in the policy document uploaded in the institute website. RCCIIT has delegated responsibility at department/committee/individual level for effective deployment of strategic plan. For example, strategy deployment authorities for governance, academic infrastructure, teaching-learning, entrepreneurship-innovation, research, societal aspect, student support, industry relations are respectively BoG, administration, Institutional Academic Committee, Institutions Innovation Council, Institutional Research Committee, NSS, Student Welfare Committee and Industry-Institute Partnership Cell. Due to the diversity of its academic programmes, skill training and beyond the curriculum programs, professional activities, social and cultural outreach, research findings and industry collaborations, the strategic planning of RCCIIT is already proving to be effective for all stakeholders. The IQAC monitors the overall quality of deployment of strategic plans and achievements. Proper implementation and the quality of outcome are regularly tracked and reported to the Principal.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.rcciit.org.in/institute/download/Strategic_Plan_deployment.pdf
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.

RCCIIT has got a set of service rules, policies like strategic policy, quality policy, academic policy, recruitment policy, code of ethics policy, grievance redressal policy and defined procedures like purchase procedure, admission procedure, promotional procedure, ICT maintenance process etc. There are certain regulations or guidelines like the University regulations, AICTE guidelines, social media guidelines etc. Now while the rules/policies/procedures are framed/approved by the BoG, the onus of carrying out activities following those rules/policies/procedures lies with the administration and different institutional bodies. Recruitment, promotion, HR, finance, admission, examination, maintenance of academic (incl. ICT) infrastructure are taken care of by the administration comprising Principal, Finance Officer, Registrar, Deputy Registrar, Accountant, System Administrator and the administrative setup under them. Besides, the institutional bodies that directly report to the Principal, carry out different institutional functions; IQAC takes care of execution of quality policy while the Institutional Academic Committee looks after regular academics following institutional academic policy and University/AICTE/NBA guidelines through the hierarchy of FIC-HOD-Program Coordinator-Faculty-Staff. The Anti-Ragging Committee, Grievance Redressal Cell, Disciplinary Committee, Student Welfare Committee, Training & Placement Committee, IIPC, IIC, ICC, Library Committee etc. also perform important functions (with reciprocal relationships) following institutional policies and procedures which is well documented and transparent.

File Description	Documents
Paste link for additional information	https://rcciit.org/institute/org.aspx
Link to Organogram of the institution webpage	https://rcciit.org/institute/org.aspx
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Congenial work environment is developed and retained by the management through transparent HR policies, truly reflected by faculty and staff retentions. Major facilities include:

For Faculty:

- Two half-day and one half-day leave are granted respectively to registered and non-registered (enrolled) faculty members pursuing PhD
- On-duty leave is granted for PhD coursework
- On-duty leave is granted for invited talk/chairing session/participation in technical events/presenting paper
- Study-leave (of maximum 2 years) granted for pursuing higher studies/training/research in India or abroad
- Each faculty member is provided necessary infrastructure,

computing facility, internet access and common printing facility

For Staff:

- Each regular female staff is entitled for full pay Child Care Leave for a maximum period of 2 years and Maternity Leave for a maximum period of 180 days
- Retirement benefit includes Gratuity and Leave Encashment as per the State Govt. rules
- Reimbursement is provided against premium paid towards personal Mediclaim policy; Group Mediclaim policy is also offered to willing staff with entire family coverage
- Festival Bonus is given as per GoWB rules once in a year
- Recreational facilities annual picnic, annual award, Viswakarma puja are sponsored by the institution

File Description	Documents
Paste link for additional information	https://rcciit.org/institute/download/Service_Rules.pdf
Upload any additional information	View File

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

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

3

File Description	Documents
Upload any additional information	View File
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

05

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

104

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

Following relevant AICTE guideline and W.B Govt norms, a well-defined system is implemented for performance appraisal of teaching and non-teaching staff as briefed below:

Faculty: After completing the required service tenure and acquiring eligibility in accordance with AICTE guideline, faculty members may apply to the Registrar for promotion using the year-by-year 360° appraisal form, along with all supporting documents duly authenticated. Following data validation and verification by the Internal CAS committee the incumbent's applications is forwarded to the External Screening cum Evaluation/Selection Committee (formed by the BoG following AICTE guidelines) for evaluation of eligibility and interview. Based on recommendation by the External Committee and subsequent approval of BoG, the incumbent is promoted.

Non-teaching: Promotions for non-teaching staff are given out in accordance with WB Govt rules, upon completion of 8-12-24 years of continuous service of the incumbents. Upon receiving applications for promotion, the Registrar's office verifies the eligibility of the incumbents and collects confidential reports (CR) from respective HODs. After evaluation CRs are forwarded to an External Committee to interview and evaluate the performance of the incumbents. The concerned incumbent receives a promotion upon the approval of the BoG, contingent upon the Committee's satisfactory recommendation.

File Description	Documents
Paste link for additional information	https://rcciit.org/institute/download/Service Rules.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Institution has established a mechanism for conducting statutory audits on the financial transactions every year with internal auditor as per rules of Govt. of West Bengal to ensure financial compliance. The role of the Statutory Auditors included crucial impact factors like the Institute's financial

reporting process and the disclosure of its financial information to ensure that the financial statement is correct, sufficient and credible; changes, if any, in accounting policies and practices and reasons for the same. Moreover significant adjustments are made in the financial statements/books of accounts arising out of audit findings; compliance with statutory requirements relating to financial statements; disclosure of any related party transactions; internal control systems; to look into the reasons for delays in the payments / recoveries from / to creditors / debtors and carrying out any other function/s as deemed necessary in the capacity of Statutory Auditor. All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid defalcation of funds or properties of the institution at all levels, along with attending of queries within prescribed time limits. The audited statement is duly signed by the authorities of the management and Statutory Auditor.

File Description	Documents
Paste link for additional information	http://172.20.100.50/docs/institute/financial_reports/Audited_Financial_Statements_2022-23.pdf
Upload any additional information	View File

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

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

74000

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

For mobilizing funds, Institute has taken following positive initiatives:

- The activities that need recurring fund and those that require instant funding are identified and grouped separately.
- Academic activities that directly generate revenue are prioritized.
- Faculty members are encouraged to apply for funded projects, consultancies.
- Activities which would require huge investments, sought the possibilities of incorporating external funding agencies under strict scrutiny.
- Special encouragements are made to all forms of asset building programmes.
- Resource mobilization are encouraged in the forms of voluntary contributions.
- Industry Institute Partnership Cell are encouraged to collaborate with industries for asset building/resource generating activities by various means
- Alumnus are requested to provide financial and non-financial support for various activities in the Institution.
- Registration fees are collected through organizing FDP, conferences, workshops etc.
- Funds are also generated as a result of interest on corpus fund.

Budget is prepared considering developmental criteria of the Institute; accordingly, provisions are made, as prepared by Finance section, and then duly approved by the Finance Committee and management before sanction. It is then deployed on different Heads of Expenditures in accordance with approval, and continuously monitored while expenses are carried out.

File Description	Documents
Paste link for additional information	https://rcciit.org/institute/financecell.aspx
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

Internal Quality Assurance Cell (IQAC) has taken a few steps to enrich the quality initiatives which is in the line with the Vision and Mission of the institute. Initiative has been taken to conduct academic audit for all the Departments, Functional Units and Committees/Cells to measure the progress and overall growth of the Institute.

Apart from that, IQAC, in collaboration with IIC, has organized several events including Hackathon as per the guideline where students and faculty members have participated. This helps to nurture the innovative mind-set among students which may lead them towards entrepreneurship.

IQAC itself organized a few seminars where staffs of the institute have participated. This augments the continuous learning process of all the stakeholders of the Institute.

Through its "Connect to School" events, IQAC has also introduced some best practices as a component of student outreach activities for societal development. IQAC has also placed emphasis on holding "Connect to Parents" events on a regular basis. At these events, faculty members engage in direct communication with parents and guardians, solicit their feedback, and make appropriate efforts to put that into practice. The purpose of IQAC is to improve student life on campus and help them in holistic developments.

File Description	Documents
Paste link for additional information	https://iqac.rcciit.org.in/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC always conducts periodic internal evaluations based on the feedback received on teaching-learning process, and corresponding pedagogical methodologies are discussed for better outcome. IQAC ensures that a uniform structure and methodology is followed for outcome-based education including

framing of: (1) CO, PEO, PO and PSO, program articulation matrix, (2) computation of CO, PO attainment and % fulfilment of performance target upon analysing student's semester results and (3) gap analysis of curriculum. Continuous improvement is monitored by analysing actual data with respect to the threshold set; IQAC recommends measures like tutorials, beyond the curriculum teaching, projects when outcome is poor while performance threshold is raised when outcome is good. In general, IQAC emphasizes on project-oriented learning followed by publication in the form of paper/IPR. Formation of a uniform policy for allocation and evaluation of student's major projects is recommended by IQAC for implementation by Institutional Research Committee.

IQAC recommends hybrid mode of teaching. Under the guidance of IQAC a few recorded video of lab experiments and lectures are uploaded in public channels for anytime access of students. IQAC has taken initiative to develop a studio with facility for recording (and live streaming) of lectures by institute faculty to form a repository.

File Description	Documents
Paste link for additional information	https://iqac.rccit.org.in/file/21_3_23.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://igac.rccit.org.in/file/Annual_report_22-23.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The Institute has implemented the following to ensure or promote gender equity:

[i] Recruitment of staff/faculty: AICTE/State Govt. guidelines are followed resulting in strength of 32% female faculties and 14% female staffs in the institute.

[ii] CAS: Equal opportunities for career advancement are offered to each staff/faculty in accordance with institute service rules and statutory guidelines.

[iii] Special Leaves: Female staff/faculty are eligible for 180 days of maternity leave and 2 years child-care-leave.

[iv] Responsibilities: Lead roles in academics and administration are assigned to employees purely on the basis of eligibility, ability and interest. Many female staff/faculty are assigned lead roles. Atleast one female member is ensured in each committee/cell.

[v] Facilities/Recognition: Female employees enjoy same facilities as done by their male counterparts.

[vi] Student gender equity: It is ensured through separate common rooms, separate sports events and even separate placement drives for female students and representation of

female students in student bodies and clubs.

[vii] Awareness Programmes: NSS team organizes awareness events on gender equity. Female stakeholders are educated about their rights and laws to empower them.

[viii] Safety: The ICC works to prevent any workplace harassment of female stakeholders, thereby promoting free and fair treatment for the females.

File Description	Documents
Annual gender sensitization action plan	https://rcciit.org/institute/download/Gender_sensitization_action_plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://rcciit.org/institute/download/Gender_sensitization_action_plan.pdf

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

C. Any 2 of the above

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

[i] Solid Waste Management: Both degradable and non-degradable trash are collected separately through specified waste bins spread out across the campus and are disposed off every day in the garbage collection vehicle of the Municipality. All scraps like broken furniture, used papers and junk materials other than e-waste are periodically sold out.

[ii] **Liquid Waste Management:** The liquid waste produced in the canteens, chemical labs, and other locations are drained away through covered internal sewer lines connected to subterranean municipal sewer lines without polluting surrounding ecosystem.

[iii] **Waste Recycling:** Garden wastes (dried leaves, branches, flowers and fruits), leftover vegetables/peels and food are gathered and allowed to be composted naturally (in the holes dug in the garden), for use as fertilizer later. Vegetable and veg-food wastes are collected in specified bins near canteen for this purpose.

[iv] **e-waste Management:** Appropriate protocol and procedures are followed in terms of collection, segregation (from general waste), handling, and disposal in accordance with statutory e-waste management guidelines. The entire amount of gathered e-waste in specified boxes kept at prominent locations are sold as recyclable scrap to specialized retailers.

There are no hazardous chemicals or biomedical wastes produced in the campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

<p>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</p> <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	<p>B. Any 3 of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="92 566 531 629">File Description</th> <th data-bbox="531 566 1394 629">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="92 629 531 734">Geo tagged photos / videos of the facilities</td> <td data-bbox="531 629 1394 734" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="92 734 531 875">Various policy documents / decisions circulated for implementation</td> <td data-bbox="531 734 1394 875" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="92 875 531 943">Any other relevant documents</td> <td data-bbox="531 875 1394 943" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photos / videos of the facilities	View File	Various policy documents / decisions circulated for implementation	View File	Any other relevant documents	No File Uploaded			
File Description	Documents										
Geo tagged photos / videos of the facilities	View File										
Various policy documents / decisions circulated for implementation	View File										
Any other relevant documents	No File Uploaded										
<p>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</p>											
<p>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</p>	<p>C. Any 2 of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="92 1395 531 1458">File Description</th> <th data-bbox="531 1395 1394 1458">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="92 1458 531 1599">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="531 1458 1394 1599" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="92 1599 531 1704">Certification by the auditing agency</td> <td data-bbox="531 1599 1394 1704" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="92 1704 531 1809">Certificates of the awards received</td> <td data-bbox="531 1704 1394 1809" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="92 1809 531 1877">Any other relevant information</td> <td data-bbox="531 1809 1394 1877" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	No File Uploaded	Certification by the auditing agency	View File	Certificates of the awards received	No File Uploaded	Any other relevant information	View File	
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Certification by the auditing agency	View File										
Certificates of the awards received	No File Uploaded										
Any other relevant information	View File										
<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly</p>	<p>B. Any 3 of the above</p>										

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

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	View File

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

The admission of students from outside West Bengal (from states like Bihar, Orissa, and North East India) through JEE Main and the admission of Kashmiri students through the PMSS scheme are the main causes of the cultural, regional and linguistic diversity at RCCIIT. Through the induction programme after admission institutional ethos and culture are introduced. All students receive instruction in English only. Rules are same for all, regardless of their gender and linguistic/cultural/geographic background. The Student Welfare Committee organizes a variety of technical, sports and cultural events every year that offer platform for developing bonding and team spirit among junior and senior students. Every stakeholder enjoys holidays for religious festivals, both of their own and of other religions. This unites everyone on a common welcoming platform to strengthen internal harmony. In terms of socio-economic diversity, the Institute upholds equilibrium by safeguarding the weaker and less fortunate groups by admitting them into each course under reserved categories in accordance with State Government regulations. The State and Central Govt. free-ships and scholarships to

economically weaker students are facilitated by the institute. Respect, tolerance, and harmony among all communities are also promoted by the NSS Unit, Anti-Ragging Committee, and the Student Clubs.

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	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

One of the institute's mission is to "produce well trained good human beings with ethics and values". Human values are treated essential for students' holistic professional development. For this reason, the institute has appointed Universal Human Values (UHV) Coordinator. Initiative is taken so that maximum faculty participate and complete the AICTE UHV-I FDP programme. Students are sensitised on UHV through the Induction Programme. Faculty members have also participated in UHV-II and UHV-III FDPs. Similar FDPs are planned to be organized within the institute. As per AICTE the UHV I course is now delivered to the first-year students while the UHV II course is now credit-based and introduced for second-year students by the University. Indian Constitution is now offered as an audit-based course for third-year students and a course on "Ethics & Values" is part of the UG curriculum. Students are better able to understand social, economic and political justice as well as intellectual liberty when UHV and SIP are perfectly combined. All significant National holidays relevant to India's unity and integrity are observed respectfully, by NSS unit. Thus, the institute has adopted a long-term, comprehensive strategy to educate staff and students about their rights, responsibilities, and obligations under the constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://nss.rcciit.org.in/5c1d3-charity-blog/
Any other relevant information	https://rcciit.org/downloads/data/UHV.pdf

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

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

National and international commemorative days are regularly observed at RCCIIT. Different events are organised on these days to create a positive work environment while educating learners about global issues, great personalities and historical events of India. The college takes a pluralistic stance towards all religious events and celebrations. The NSS unit celebrates Republic Day, Independence Day, World Ozone Day, World Environment Day, Jal Diwas, Swachhata Divas, Wild

Life Week, World AIDS Day, Samvidhan Diwas, International Yoga Day, International Women's Day. The commemorative days regarding environment are of special importance as events on these days create continuous impact on the RCCIIT community about the importance of clean environment and our collective responsibility to keep it conducive for healthy living. Special drives are taken for removing plastics from campus, plantation, campaigning for systematic e-waste disposal and cleaning of waterbodies. Lectures are arranged on protection of wildlife, resistance to ozone depletion and pollution, use of renewable energy etc. The institute also observes Gandhi Jayanti, Teacher's Day, Engineers Day, Saraswati Puja, Viswakarma Puja within the campus. Long holidays are given during Durga and Laxmi Puja, Chat and Id to allow stakeholders of different religion and community to celebrate the popular festivals of their religion.

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.

BEST PRACTICE-1: Every year the institute recognizes the best talents in terms of academic progress, successful employment, entrepreneurial activities and special achievements in diverse areas like sports, tech, cultural, co-curricular activities. Principal's award is given for best all-round performance in a graduating batch. The best faculty at department and institute level are acknowledged based on their teaching efficiency and achievement in terms of research outcome like paper/copyright/patent etc. Similarly, based on performance staffs are appreciated. The institute is now awarding the students/staff/faculty through an annual award ceremony "Prashasti" to be motivate them.

BEST PRACTICE-2: The institute has a dedicated Connect-to-

School (C2S) team to primarily raise awareness about engineering disciplines, their prospects/requirements among school students. The C2S team visits many schools to deliver seminars and popular science programs for the students of class VIII - XII. Awareness seminars on emerging technologies like AI, Robotics etc. have been hosted by the institute for the HMs of around 300 schools. The institute, in collaboration with Intel and with support of Govt. of West Bengal and MeitY, Govt. of India will roll out a project for handholding of schools in educating students on AI and prepare them for future in line with NEP 2020.

File Description	Documents
Best practices in the Institutional website	https://www.rcciit.org.in/institute/download/Institutional_Best_Practices.pdf
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

One of the priorities of the institution is capacity building in emerging technology areas to keep abreast with rapid changes in requirement and trend in ICT industry. Thrust areas such as AI, Cyber Security, Data Science and VLSI have been identified and faculty members are being trained in these areas by industry-partners like Intel, Microsoft-TATA Strive, SETU and HCL Tech respectively. The purpose is to develop expertise in these technologies so as to train the students (beyond University curriculum) to make them industry-ready. Already 20+ faculty have got the Lead Facilitator training on AI from Intel and the first level certification of around 1000 students on Foundations of AI has been completed by the trained faculty. Around 15 faculty and 100 students are taking the online training on Cyber Security. Institute also nominated faculty for specialized training on Blockchain, AR/VR, Drone and SolidWorks. A capacity building project sponsored by MeitY, GoI has been taken up under which hands-on training on 10 areas including Cloud, Python, Deep Learning, Enterprise Computing, CVPR, Mobile/Web technology, IoT are being provided. Also, students are encouraged and facilitated to take training on courses available on the Future Skill Prime platform by NASSCOM

and get certified.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. The institute will place a greater emphasis on sponsored research and consulting projects and IPR by the inhouse faculty with an eye to improving the NIRF ranking of the institution
2. Institutional Research Committee will enforce the policy of mandatory research publication (paper/copyright/patent), model/poster presentation, participation in Hackathon/Design competitions converging from final year projects; students will be encouraged to work on cross-disciplinary projects.
3. Institution's Innovation Council jointly with IQAC will engage to encourage more innovation and entrepreneurship related activities through appropriate training and mentoring.
4. The Alumni Association will be pushed to contribute more meaningfully towards the development of the institution. More Alumni should be connected through individual network and be made members of the Association.
5. Since the institution is committed to promoting humankind, the NSS unit will be urged to devise more yielding ties with NGOs for effective social outreach.
6. IIPC will establish more effective industry collaboration leading to collaborative projects and industry-sponsored labs in the institution.
7. IQAC will materialize the plans for regular use of solar power, recycling of waste water, aeration and strengthening of pond eco system, small-scale production of bio-compost and organic farming.