



YEARLY STATUS REPORT - 2023-2024

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.	9831445343
• Mobile no	9836210201
• Registered e-mail	principal@rcciit.org.in
• Alternate e-mail	anirbanm.rcciit@gmail.com
• Address	Canal South Road, Beliaghata,
• 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.	62908212300
• Alternate phone No.	9830570107
• 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://iqac.rcciit.org.in/file/AQAR22-23.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.rcciit.org.in/downloads/ac.aspx

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	Ministry of Electronics and Information Technology (HRD Division), Govt. of	2022/3 years	Rs. 351.91 Lakhs

	and Undergraduates in some of the Emerging/ In- Demand ICT Areas	India		
Institutional	AI Capacity Building Program for Schools: Empowering Students with Future Skills	Ministry of Electronics and Information Technology (HRD Division), Govt. of India	2024/3.5 years	Rs. 719.78 Lakhs
Faculty	Organizing National Symposium on Robotics and Artificial Intelligence	Science and Engineering Research Board (SERB)	2024/5 days	Rs. 2 Lakhs
Institutional - Consultancy Project	Collaborative Consultancy Project for Hotspot Detection System in Molten Steel Torpedo Container Using Thermal Camera and AI based Electrical Sub-Station Monitoring	Hi-Tech Systems & Services Limited	2024/6 months	Rs. 1.80 Lakhs
Institutional	Non-Recurring Grant for the FY 2022-2023 Non-Govt	Government of West Bengal	2023/1 year	Rs. 50 Lakhs

	Engineering College - RCC Institute of Information Technology			
Institutional	Non-Recuring Grant for the FY 2023-2024 Non-Govt Engineering College - RCC Institute of Information Technology	Government of West Bengal	2023/1 year	Rs. 25 Lakhs
Institutional	Non-Recuring Grant for the FY 2023-2024 Non-Govt Engineering College - RCC Institute of Information Technology	Government of West Bengal	2023/1 year	Rs. 25 Lakhs
Institutional	Sponsorship for the Smart Bengal Hackathon (SBH)	Government of West Bengal - Department of Information Technology and Electronics	2024/2 days	Rs. 3 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	3	
<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)		
<p>[i] A large no of technical events are organized throughout the year under joint initiation of IIC-IQAC including Hackathons to foster innovations [ii] Initiation on implantation of solar panel in the campus [iii] More emphasis on connect-to-school to enhance the awareness level about cutting-edge technologies among school students [iv] Organizing technical courses on cutting-edge technologies (AI, Blockchain etc.) through MeitY project [v] INTEL AI courses are introduced in daily curricula for all branches of students, following AICTE mandate</p>		
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
Enhancing probability of getting job in the field of artificial intelligence	Mandatory INTEL AI classes are invoked in daily curricula to train students on Artificial Intelligence
Preparing students in cutting-edge technologies for changing job market	Based on the funds received from MeitY project, cutting-edge courses are invoked in addition to the University curricula on AI, Blockchain etc.
Students should be encouraged and fostered towards innovation-based research	Technical seminars and Hackathons are conducted to foster innovations
Students and faculties should be sensitized in the field of research methodology, MOOCs and holistic development	NDLI Club of RCCIIT organized several programs throughout the year for sustainable growth and holistic development

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
BoG	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	18/03/2024

15. Multidisciplinary / interdisciplinary

The Institute works to integrate Indian culture into co-curricular and recreational activities across the curriculum through the NSS Unit, and also partly through NDLI Club. Seminars are offered to encourage ethics and knowledge of Indian culture in order to equip students for value-based education and value-embedded life in the future by both the units. UHV lectures are used to conduct these workshops. Thanks to the Institute's initiative in designating Universal Human Values (UHV) Coordinators and fostering a culture

that encourages such growth, several faculty members have finished the UHV courses as mandated by AICTE & MAKAUT in the past. The Institute has also embraced a long-term, all-encompassing approach to teaching employees and students about their constitutional rights, principles, and responsibilities.

16.Academic bank of credits (ABC):

To enhance their knowledge and abilities, students participate in online courses provided by institutions like SWAYAM-NPTEL, Coursera, edX, IIRS-ISRO, NASSCOM Future Skill Prime, and others in addition to their normal education. According to MAKAUT rules, these credentials are worth an additional 20 credit points on top of the minimum 160 credit points. Furthermore, online course completion certificates are utilized to satisfy the university's Mandatory Additional Requirements (MAR). Over the course of their four years of study, students can accumulate up to 40 points in this area. Based on their achievement in online certification courses and several technical competitions, students obtain multiple academic honors in addition to online courses. Several professional achievement certificates and domain certifications were earned by students throughout the academic session. Through MOOCs and Mandatory Additional Requirements (MAR), the university manages the Academic Bank of Credits.

17.Skill development:

For skill development, Institute offer the following for both soft skill development and also the technical progress: [i] A obligatory induction program featuring inspirational remarks from the Maharaj of Ramakrishna Mission marked the beginning of the push for the development of soft skills. A few lectures on understanding ethics and values are part of the SIP. Since the Institute must follow the University curriculum, students are urged to complete SWAYAM NPTEL courses in order to improve their soft skills. Also a few seminars/activities are conducted via NDLI Club and NSS Unit to foster the growth. [ii] Mandatory INTEL AI courses are introduced in the weekly routine for 2nd and 3rd year students, along with cutting-edge courses under MeitY funded programme. Additionally, student chapters and various technical clubs offer a variety of workshops and seminars with industry representatives acting as resource persons. Additionally, this leads to the idea of the importance of modern technologies, which are not covered in the required course curriculum.

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

Curriculum changes that would enable integration with the Indian knowledge system are not allowed because the Institute follows the University curriculum. Nevertheless, the Institute provides humanities courses that provide traditional ethical ideals context, such as research technique, ethics, and values, or other related topics. Faculty members are encouraged to complete UHV courses as required by AICTE, which promotes the growth of value-based education. Numerous cultural events are organized all year round to celebrate our rich history. The institute cannot directly offer these programs as part of its regular course of study because it follows the linked university's curriculum. However, we have some further projects planned for the post-pandemic period in which we will use these programs as additional innovative services. During the 2023-2024 academic year, extra-curricular activities are also organized for the overall holistic development.

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

As a pioneer in scientific and technological learning, the Institute is committed to creating, preserving, and improving the educational process through thorough quality control. The Institute aims to accomplish these objectives through cooperation and continuous development. Since it is an essential element, the Institute's main focus is on incorporating outcome-based education into teaching and learning. Because outcome-based education (OBE) is critically needed to accomplish a paradigm shift from the teacher-centric to the learner-centric educational system, the Institute focuses on teaching all of its faculty members in OBE. Therefore, in order to ensure that engineers from all programs graduate with the necessary level of ability and competency, it is necessary to establish, develop, implement, and assess student learning through the accomplishment of different outcomes. Maulana Abul Kalam Azad University of Technology, W.B., is associated with the Institute. We provide both undergraduate and graduate courses. The Institute uses the curriculum created by an affiliated university for these courses and programs. The Departments use PAC and DAB to assess the Program Outcomes (PO), Program Specific Outcomes (PSOs), and Course Outcomes (CO). The same are shared throughout several locations on display boards, in seminar rooms, and in classrooms and labs. The institute uses both official and informal mechanisms to measure the attainment of the goals and takes great care to measure the level of attainment of POs, PSOs, and COs. In this regard, input is also gathered from all parties involved, and appropriate action is taken. Subsequently, the Institute takes care of the attainment to measure the outcomes and implements the mechanism as follows- [i] The PO attainment of all curriculum components is evaluated at the conclusion of each

semester or course using the CO attainment (from CO against PO mapping). [ii] The level of achievement of each CO is compared to the predetermined targets in each course; if the target is not met, the course coordinator makes the required adjustments (such as changing the lesson plan, the way the course is delivered, the assessment rubrics, etc.) to improve and meet the target in the next cycle. [iii] At the DAC, DAB, and IAC levels, the CO, PO attainment of the curriculum components and proposed enhancements are examined and evaluated in order to support or recommend more process modifications.

20.Distance education/online education:

The Institute has participated in several MOOCs using NPTEL courses since July 2017. Instructors and students are encouraged to complete the various certification courses offered by SWAYAM/NPTEL when the NPTEL Local Chapter was established. The Institute is regarded as a valuable local chapter, having received an A and an AA rating from SWAYAM for its performance in online certifications in 2018 and 2019, respectively. Coursera and edX provide free course access during a pandemic. In addition to earning a sizable number of professional certifications, students finished more than 1100 online certifications during the most recent academic year (2023-2024), as evident from the combined MOOC list (available in University website) and MAR certificates uploaded in the University. Furthermore, RCCIIT will be associated with the rapidly growing NASSCOM Future Skill Prime initiative beginning in 2021. With more to come, RCCIIT, a Nodal Center of the Indian Institute of Remote Sensing (IIRS)-ISRO, has successfully organized more than 24 courses to date. With its July 2018 connection to Internshala, RCCIIT maintained a strong rating of 55 in 2022 (All-India-Level). Numerous internships, including more than thirty-five-figure internships, are available. During the COVID-19 epidemic, the Institute created video lectures and presentations that could be seen from any location with an Internet connection, so implementing an online education system.

Extended Profile

1.Programme

1.1 570

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

File Description	Documents
Data Template	View File

2.Student2.1 **2028**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **184**

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

File Description	Documents
Data Template	No File Uploaded

2.3 **509**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 **112**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **119**

Number of sanctioned posts during the year

Extended Profile

1. Programme

1.1	570
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	2028
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	184
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	No File Uploaded

2.3	509
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	112
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	119
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	402.06
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	822
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

Institute is maintaining some specific quality measures for regular academics in line with institutional vision and mission to create skilled manpower for society. Currently four under graduate B. Tech. programs out of five are NBA accredited which shows the continuous resilience of academic standard. Though the institute follows curriculum of affiliated University but the faculty members ensures effective delivery of the course contents through a well-structured lesson plan which is disseminated among students at the start of every semester. Students are continuously monitored on their learning progress and provision of remedial teaching are there to provide the scope for recovery. 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 Program 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://r.rccinstitute.org/academic.aspx

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

Affiliating University publishes an academic calendar before the start of every semester. Generally it is published twice in every academic year, once before the odd semester and another before the even semester. Institute prepares its own academic calendar following all the key dates of University academic calendar and by incorporating other additional academic activities which are planned well before to augment the academic needs of the students and fulfill the prime objectives institutional vision. Faculty members strictly follows this institutional academic calendar while preparing their individual lesson plans. Teaching and evaluation including all stipulated internal assessments are done in accordance with the academic calendar. University stipulated dates for continuous assessments in theory papers and practical papers are strictly adhered in every semester. There are four continuous internal assessments (CA) in theory papers and two continuous assessments in practical paper. Apart from these two, departmental program assessment committee regularly monitors and evaluates students in sessional papers which are mainly project based papers.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://r.rccinstitute.org/downloads/ac.aspx,chrome-extension://kdpelmjpfafjppnhbloffcjpeomlnpah/https://r.rccinstitute.org/academic/download/it/ATTAINMENT%20FILE_2017-2021.pdf

1.1.3 - Teachers of the Institution participate A. All of the above

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

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)

33

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

242

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

Papers on holistic education e.g., ethics, values, and environment are studied in line with the courses that the Varsity prescribes since RCCIIT is based all of its undergraduate and graduate programs on the MAKAUT syllabus. To provide all-inclusive education, the Institute does, however, adhere to some best practices, such as gender sensitization and other environmental-related activities through the NSS unit. The Institute hosts several awareness-raising events that promote social responsibility all year long. Faculty members must also have successfully completed UHV courses in order to teach papers relating to the humanities. Meanwhile, students took extra courses on ethics, values, and soft skills from MOOC providers, particularly SWAYAM-NPTEL (<https://nptel.ac.in/localchapter/statistics/1128>). A significant proportion of teachers and technical workers of fairer genders demonstrate that management refrains from gender discrimination in all respects. The number of female students also increases each academic year, bolstering the Institution's best practices. In certain courses and sessional papers, outcomes of learning about sustainability and the environment are quantified indirectly, with each CO being explicitly indicated. Women's empowerment efforts,

gender sensitization, social responsibility, workplace sexual harassment are all implemented through seminars and debates. All aspects of women's rights are routinely monitored by the Internal Compliant Committee
(<https://r/rcciit.org/institute/committee.aspx#ICC>).

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

372

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 **A. All of the above**
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	View File

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

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

720

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

107

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

Following AICTE guideline, freshmen are enrolled in college through a required induction program where they study engineering physics, professional cores, and other qualitative topics. Along with taking part in NSS events, social responsibility courses, and environmental and social responsibility sessions, they also engage with a variety of industry professionals. In line with the University's required curricula and a few elective add-on programs that the students select, regular curriculum-oriented academics are evaluated using an outcome-based monitoring method that employs a range of assessment instruments. Four undergraduate engineering programs have been accredited, which appropriately reflects the fact that evaluation rubrics for all theoretical, practical, and sessional papers are created in accordance with NBA requirements. Evaluation procedures are conducted in compliance with university policies, which provide students their performance analysis and point out deficiencies they may be having studying. Corresponding remedial programs are designed who have trouble in understanding certain ideas/slow learners. In addition to syllabi, learning methods include seminars, webinars, workshops, demonstration contests, MOOC courses (SWAYAM-NPTEL, Coursera, edX, IIRS-ISRO, Udemy). Under the guidance and supervision of teachers, students from various Departments frequently present and publish

research papers in their fields of study as part of the Institute's strategy to assist advanced learners.

File Description	Documents
Paste link for additional information	https://r.rccinstitute.org/beyondCurricula/moocs.aspx , https://nptel.ac.in/localchapter/statistics/1128
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
2028	111

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

Regular academic policy of the institute is based on the outcome-based education adhering to NBA guidelines. Faculty members are practiced to direct student involvement through a variety of interaction modes. Students are regularly engaged in group/individual for demonstration within classroom on a brief topic which is pertinent to that course. Faculty members use both flipped and active learning strategies to engage students in participatory learning. Different mini projects are linked with practical courses, where students collaborate in small groups to exercise their necessary practical skills and gain self-assurance to put them into practice. UG students are assigned with Projects at the start of the fifth semester while project work for PG students starts at first year. Students regularly join training and internships which leads to a comprehensive development. Some recruiters invite students in their final year for internships after final selection. These well blend of project and internships provide students a kind of experiential learning.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://pragyata.rccit.org.in , https://r.rccinstitute.org/academic/download/Project_Temp_it.pdf

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. Faculty members deliver lectures using multimedia teaching aids combined with real-world examples. 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. 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. 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. A digital library offering is available for a range of MOOC lectures and IEEE ASPP packages. A number of webinars on cutting-edge 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. Different online platforms and simulation software are also used for small, micro, and large projects.

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

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

2.3.3.1 - Number of mentors

61

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**

111

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**

55

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

1105

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 of 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.

Four continuous assessments (CA1, CA2, CA3, CA4) are conducted of 25 marks each for theoretical papers as per MAKAUT guideline following the academic calendar spanning across the semester. Presentation, report writing, written examination and online quiz are the respective tools for these four CAs. Evaluation of each CA is made open to the individual students so that they can go through their performance and understand the scope for further improvement. Subject teacher conducts additional assessments for weak students after conducting remedial classes.

Two internal assessments (PCA1, PCA2) are conducted in every semester of 40 marks each in practical courses. 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.

File Description	Documents
Any additional information	View File
Link for additional information	https://d2xe8shibzpjog.cloudfront.net/Notice/makaut1/9959_1686827817.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. Four Continuous Assessments (CA) for theoretical papers and two Practical Continuous Assessment (PCA) for practical papers are conducted as per academic calendar published by University for all degree programs.

Any grievances related to these examinations can be either process related or evaluation related. Any process related grievance should first be informed to the Office in Charge, Examination in written. OIC and two supervisors will judge the merit of the grievance and will come to a decision and the same is discussed with the complainant within 3 working days. If the matter remains unresolved then the same is forwarded to Institutional Grievance Redressal Committee. The committee calls a meeting within one working day and the matter is discussed and resolution is reached within 3 working days.

Any evaluation related grievance should first be reported to subject teacher, which will be addressed within one working day in presence of the complainant, if the student is not satisfied with the resolution the same may be escalated to Principal.

File Description	Documents
Any additional information	View File
Link for additional information	https://r.rccinstitute.org/institute/download/Grievance%20Redressal%20Policy.pdf

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.

Currently four undergraduate B. Tech. programs are NBA accredited. Best practices that we observe for NBA in these four departments are also holistically followed in other departments.

The departments follow a standard protocol to gather feedbacks from all stakeholders to prepare vision and mission of the department through Departmental academic committee meeting keeping all acquired feedbacks and Institutional vision and mission in cognizance. The same is then placed to departmental advisory board (DAB) and post approval of DAB, the statements are approved by Principal. Similarly, 12 Graduate attributes (GAs) are used to identify 12 Program Outcomes (POs). After this identification program Specific Outcomes are unanimously identified keeping departmental vision and resources and culture in the mind. This time Program Educational Objectives (PEOs) are also identified. These Vision, Mission, PEO and PSO will mostly remain unchanged for initial 10 years. Faculty members prepare course outcome and map the same with PO and PSO. These are disseminated among students through circulation of lesson plan at the beginning of the semester. Apart from that Vision, Mission, PO, PSO, PEO statements are prominently placed inside all labs and classrooms and faculty rooms and college website.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://r.rccinstitute.org/academic/cse.aspx ; https://r.rccinstitute.org/academic/ece.aspx ; https://r.rccinstitute.org/academic/it.aspx ; https://r.rccinstitute.org/academic/ee.aspx ; https://r.rccinstitute.org/academic/aeie.aspx ; https://r.rccinstitute.org/academic/ca.aspx ; https://r.rccinstitute.org/academic/sh.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 Course Outcomes (COs) following an OBE principle. 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' assessments are formulated to measure the attainment of COs. Then from this attainment figure, attainment of POs and PSOs are measured. Programme exit survey among pass out students, earlier

alumni and employers are conducted and their feedbacks are also recorded. These are called indirect assessments and these are also taken into consideration while calculating attainments. Finally calculated attainments are taken into consideration to perform different analysis. 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.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	chrome-extension://kdpelmjpfafjppnhbloffcjpeomlnpah/https://r.rccinstitute.org/academic/download/it/ATTAINMENT%20FILE_2017-2021.pdf

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

433

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/AQAR23-24.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)**

1128.75

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**

18

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**

3

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://www.ieindia.org/webui/iei-home.aspx

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 v 5.0 has taken major responsibilities in organizing programs related with IPR, innovation and entrepreneurship following the guideline laid down by MoE, Govt. of India, in collaboration with IQAC. Seminars help to build awareness among the students about innovation. They are also encouraged to participate in various hackathons and different national/ state level project competitions or Idea presentation contest. Interactive sessions with leading start-ups, entrepreneurs and innovators nourish the young minds on

commercializing their own sustainable ideas and to protect intellectual property rights. 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. Students are also encouraged to complete their project work and proceed for publication/ copyright/ patent.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/1CiE2XVLLWjTSgvNjNmgKFSq73raDTMCo

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

2

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

26

File Description	Documents
URL to the research page on HEI website	https://r.rccinstitute.org/
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

50

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

52

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

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 largescale, 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/#event
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

5

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

8

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**

225

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

5

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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

5

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 supports, 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://r.rccinstitute.org/

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

Student Affairs and Students Welfare Committee look after students at RCCIIT and ensure their active participation in a variety of regional, state, and national level socio-cultural events and sports activities. Gender-specific common areas are furnished with table-tennis and carom facilities. 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. An outside courtyard is used for small outdoor sports like throwball, volleyball, badminton, tennis etc. Additionally, there is a playground inside campus where football and 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 each year allocates money 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://r.rccinstitute.org/beyondCurricula/art.aspx , https://r.rccinstitute.org/beyondCurricula/clubSC.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://r.rccinstitute.org/institute/about.aspx
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)**339.57**

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

A comprehensive collection of hardbound, bar-coded Text and Reference books, Periodicals, and magazines can be found in the first section of the RCCIIT Central Library. In the second section, there are journals, e-books from Wiley and Oxford, and university question papers (available in DSpace). Additionally, one can use enriched CD/DVD collections to learn through audio-visual. Students can use the intranet and internet to learn MOOC courses. A reprographic facility is offered to satisfy the demands of authorized users. The fully air-conditioned reading room is equipped with a closed-circuit television and camera for enhanced security. OPAC (Online Public Access Catalogue) allows users to browse and check the availability of all the materials. In addition to the 14-day book loan limit of three volumes per student, they can utilize Book Bank to check out 2-4 books throughout the semester. Up to 12 books may be issued by faculties in each semester. KOHA software controls the issue/return facility. Structured metadata through the Open Archives Initiative Protocol for Metadata Harvesting is provided upon request for repository interoperability. BCL resources are available both online and in paper format. In addition to DELNET facilities, the Institute is an NDL member.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://117.232.85.73:8080/jspui/; https://r.rccinstitute.org/library/about.aspx

4.2.2 - The institution has subscription for the B. Any 3 of the above following e-resources e-journals e-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)

1221309

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

131

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 fiber, 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

1010

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

297.02

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.

Both the construction of new facilities and the upkeep of existing ones are funded appropriately after obtaining the Board of Governors' approval. Typically, requirements are increased prior to the commencement of the academic session. Campus engineer is in charge of maintaining the infrastructure of buildings, housekeeping employees make sure the space is kept clean periodically, AMC handles the maintenance of the air conditioners and water coolers, and electricians fix/maintain electrical work. Consumption and stock of consumables and spares are monitored by the stock/issue registry. Copies of invoices are included in an updated asset register. Regular inspections are conducted of first-aid supplies and fire systems. Sound systems and projectors receive routine maintenance. Journals and books are preserved to

prevent defacement. The system division handles network and computer infrastructure. Regular computer and ICT tool health checks are performed by appropriate technical assistance. Facilities for other indoor and outdoor games including common rooms are kept up to date using regular monitoring procedures. Clean, sanitary drinking water is supplied on campus. Periodically water tanks are cleaned. Every day, every toilet is wet cleaned. There are power backup systems on campus that are regularly inspected. The canteen maintenance committee looks after the general cleanliness, hygiene, and quality of the meals.

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

790

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

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

29

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://r.rccinstitute.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

414

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

414

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

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

A. All of the above

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

195

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

21

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

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

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

19

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.

21

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)

Student support and facility regarding co-curricular and extra-curricular activities are mainly managed by SWC (Student welfare committee). The committee is headed by Faculty in-charge (FIC) and there are some other faculty members as nodal coordinators for technical, sports, cultural etc. This committee is constructively empowered with students' participation. There is a student unit which is every year re-constituted by the student themselves and the unit has general secretary and assistant general secretary of technical, sports and cultural etc. This student unit is the student part of SWC. Collectively this committee looks after yearlong technical, cultural and sports activities. Students not only encouraged to participate in different internal events related to technical, sports and cultural but also they are motivated and mentored and financially supported to represent themselves at State level and National level competitions. There are many students sub clubs under SWC which maintains individual calendar of events and the clubs organize many events throughout the year. There is a faculty coordinator for each club and a core student body and general members who manages the events.

File Description	Documents
Paste link for additional information	https://r.rccinstitute.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

42

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

The RCCIIT Registered Alumni Association offers a number of possibilities for graduates to stay in touch with their college and other alumni. Alumni association helps current students to expand their professional networks, and strengthen prospect for internship and job. Alumnus frequently visit the campus and participate in different events organized by academic departments or students clubs or SWC. Alumnus not only provide helpful information about employment market trends and technologies through different networking events, webinars, seminars, mock interview session as pre-placement activity and career counselling, they also guides the students for extra-curricular and co-curricular activities and higher studies. Their guidance typically helps bridge the knowledge gap between corporate/

industry best practices and academic curriculum. We have consistently kept in touch with our alumni on an individual, departmental, or institutional level on their whereabouts through the Connect-to-Alumni initiative. The alumni organization also plans to employ messaging applications, post job postings in its college placement cell, and host job boards on its website.

File Description	Documents
Paste link for additional information	https://r.rccinstitute.org/alumni/info.asp x
Upload any additional information	View File

5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

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://r.rccinstitute.org/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://r.rccinstitute.org/institute/org.aspx , https://r.rccinstitute.org/institute/administration.aspx , https://r.rccinstitute.org/institute/deans.aspx , https://r.rccinstitute.org/institute/financecell.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	chrome-extension://kdpelmjpfafjppnhbloffcjpeomlnpah/https://r.rccinstitute.org/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://r.rccinstitute.org/institute/rules.aspx, chrome-extension://kdpelmjpfafjppnhbloffcjpeomlnpah/https://r.rccinstitute.org/institute/download/Strategic_Plan_deployment.pdf,
Link to Organogram of the institution webpage	https://r.rccinstitute.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://r.rccinstitute.org/institute/rules.aspx
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

6

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**

6

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**

81

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

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

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://r.rccinstitute.org/institute/rules.aspx
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	https://r.rccinstitute.org/institute/financecell.aspx
Upload any additional information	View File

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

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

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

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

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://r.rccinstitute.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/
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/AQAR23-24.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	chrome-extension://kdpelmjpfafjppnhbloffcjpeomlnpah/https://r.rccinstitute.org/institute/download/Gender%20sensitization%20action%20plan.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://r.rccinstitute.org/institute/icc.aspx

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

C. Any 2 of the above

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

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

[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

B. Any 3 of the above

**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	No File Uploaded

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

The 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://r.rccinstitute.org/beyondCurricula/clubSC.aspx
Any other relevant information	https://r.rccinstitute.org/antiRagging/about.aspx

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

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	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	No File Uploaded
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	chrome-extension://kdpelmjpfafjppnhbloffcjpeomlnpah/https://r.rccinstitute.org/institute/download/Institutional%20Best%20Practices.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

Institute is maintaining some specific quality measures for regular academics in line with institutional vision and mission to create skilled manpower for society. Currently four under graduate B. Tech. programs out of five are NBA accredited which shows the continuous resilience of academic standard. Though the institute follows curriculum of affiliated University but the faculty members ensures effective delivery of the course contents through a well-structured lesson plan which is disseminated among students at the start of every semester. Students are continuously monitored on their learning progress and provision of remedial teaching are there to provide the scope for recovery. 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 Program 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://r.rccinstitute.org/academic.aspx

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

Affiliating University publishes an academic calendar before the start of every semester. Generally it is published twice in every academic year, once before the odd semester and another before the even semester. Institute prepares its own academic calendar following all the key dates of University academic calendar and by incorporating other additional academic

activities which are planned well before to augment the academic needs of the students and fulfill the prime objectives institutional vision. Faculty members strictly follows this institutional academic calendar while preparing their individual lesson plans. Teaching and evaluation including all stipulated internal assessments are done in accordance with the academic calendar. University stipulated dates for continuous assessments in theory papers and practical papers are strictly adhered in every semester. There are four continuous internal assessments (CA) in theory papers and two continuous assessments in practical paper. Apart from these two, departmental program assessment committee regularly monitors and evaluates students in sessional papers which are mainly project based papers.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://r.rccinstitute.org/downloads/ac.a.spx,chrome-extension://kdpelmjpfafjppnhbloffcjpeomlnpah/https://r.rccinstitute.org/academic/download/it/ATTAINMENT%20FILE_2017-2021.pdf

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

A. All of the above

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

1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
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)	
33	
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	
242	
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

Papers on holistic education e.g., ethics, values, and environment are studied in line with the courses that the Varsity prescribes since RCCIIT is based all of its undergraduate and graduate programs on the MAKAUT syllabus. To provide all-inclusive education, the Institute does, however, adhere to some best practices, such as gender sensitization and other environmental-related activities through the NSS unit. The Institute hosts several awareness-raising events that promote social responsibility all year long. Faculty members must also have successfully completed UHV courses in order to teach papers relating to the humanities. Meanwhile, students took extra courses on ethics, values, and soft skills from MOOC providers, particularly SWAYAM-NPTEL (<https://nptel.ac.in/localchapter/statistics/1128>). A significant proportion of teachers and technical workers of fairer genders demonstrate that management refrains from gender discrimination in all respects. The number of female students also increases each academic year, bolstering the Institution's best practices. In certain courses and sessional papers, outcomes of learning about sustainability and the environment are quantified indirectly, with each CO being explicitly indicated. Women's empowerment efforts, gender sensitization, social responsibility, workplace sexual harassment are all implemented through seminars and debates. All aspects of women's rights are routinely monitored by the Internal Compliant Committee (<https://r/rcciit.org/institute/committee.aspx#ICC>).

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

372

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	View File

1.4.2 - Feedback process of the Institution may be classified as follows	
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	
720	
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	
107	
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	
Following AICTE guideline, freshmen are enrolled in college through a required induction program where they study engineering physics, professional cores, and other qualitative topics. Along with taking part in NSS events, social	

responsibility courses, and environmental and social responsibility sessions, they also engage with a variety of industry professionals. In line with the University's required curricula and a few elective add-on programs that the students select, regular curriculum-oriented academics are evaluated using an outcome-based monitoring method that employs a range of assessment instruments. Four undergraduate engineering programs have been accredited, which appropriately reflects the fact that evaluation rubrics for all theoretical, practical, and sessional papers are created in accordance with NBA requirements. Evaluation procedures are conducted in compliance with university policies, which provide students their performance analysis and point out deficiencies they may be having studying. Corresponding remedial programs are designed who have trouble in understanding certain ideas/slow learners. In addition to syllabi, learning methods include seminars, webinars, workshops, demonstration contests, MOOC courses (SWAYAM-NPTEL, Coursera, edX, IIRS-ISRO, Udemy). Under the guidance and supervision of teachers, students from various Departments frequently present and publish research papers in their fields of study as part of the Institute's strategy to assist advanced learners.

File Description	Documents
Paste link for additional information	https://r.rccinstitute.org/beyondCurricula/moocs.aspx , https://nptel.ac.in/localchapter/statistics/1128
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
2028	111

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

Regular academic policy of the institute is based on the outcome-based education adhering to NBA guidelines. Faculty members are practiced to direct student involvement through a variety of interaction modes. Students are regularly engaged in group/ individual for demonstration within classroom on a brief topic which is pertinent to that course. Faculty members use both flipped and active learning strategies to engage students in participatory learning. Different mini projects are linked with practical courses, where students collaborate in small groups to exercise their necessary practical skills and gain self-assurance to put them into practice. UG students are assigned with Projects at the start of the fifth semester while project work for PG students starts at first year. Students regularly join training and internships which leads to a comprehensive development. Some recruiters invite students in their final year for internships after final selection. These well blend of project and internships provide students a kind of experiential learning.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://pragyata.rccit.org.in , https://r.rccinstitute.org/academic/download/ProjectTemp_it.pdf

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. Faculty members deliver lectures using multimedia teaching aids combined with real-world examples. 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. 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. 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. A digital library offering is available for a range of MOOC lectures and IEEE ASPP packages. A number of webinars on

cutting-edge 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. Different online platforms and simulation software are also used for small, micro, and large projects.

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

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

2.3.3.1 - Number of mentors

61

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

111

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**

55

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**

1105

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 of 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.

Four continuous assessments (CA1, CA2, CA3, CA4) are conducted of 25 marks each for theoretical papers as per MAKAUT guideline following the academic calendar spanning across the semester.

Presentation, report writing, written examination and online quiz are the respective tools for these four CAs. Evaluation of each CA is made open to the individual students so that they can go through their performance and understand the scope for further improvement. Subject teacher conducts additional assessments for weak students after conducting remedial classes.

Two internal assessments (PCA1, PCA2) are conducted in every semester of 40 marks each in practical courses. 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.

File Description	Documents
Any additional information	View File
Link for additional information	https://d2xe8shibzpjog.cloudfront.net/Notice/makaut1/9959_1686827817.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. Four Continuous Assessments (CA) for theoretical papers and two Practical Continuous Assessment (PCA) for practical papers are conducted as per academic calendar published by University for all degree programs.

Any grievances related to these examinations can be either process related or evaluation related. Any process related grievance should first be informed to the Office in Charge, Examination in written. OIC and two supervisors will judge the merit of the grievance and will come to a decision and the same is discussed with the complainant within 3 working days. If the matter remains unresolved then the same is forwarded to Institutional Grievance Redressal Committee. The committee calls a meeting within one working day and the matter is discussed and resolution is reached within 3 working days.

Any evaluation related grievance should first be reported to

subject teacher, which will be addressed within one working day in presence of the complainant, if the student is not satisfied with the resolution the same may be escalated to Principal.

File Description	Documents
Any additional information	View File
Link for additional information	https://r.rccinstitute.org/institute/download/Grievance%20Redressal%20Policy.pdf

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.

Currently four undergraduate B. Tech. programs are NBA accredited. Best practices that we observe for NBA in these four departments are also holistically followed in other departments.

The departments follow a standard protocol to gather feedbacks from all stakeholders to prepare vision and mission of the department through Departmental academic committee meeting keeping all acquired feedbacks and Institutional vision and mission in cognizance. The same is then placed to departmental advisory board (DAB) and post approval of DAB, the statements are approved by Principal. Similarly, 12 Graduate attributes (GAs) are used to identify 12 Program Outcomes (POs). After this identification program Specific Outcomes are unanimously identified keeping departmental vision and resources and culture in the mind. This time Program Educational Objectives (PEOs) are also identified. These Vision, Mission, PEO and PSO will mostly remain unchanged for initial 10 years. Faculty members prepare course outcome and map the same with PO and PSO. These are disseminated among students through circulation of lesson plan at the beginning of the semester. Apart from that Vision, Mission, PO, PSO, PEO statements are prominently placed inside all labs and classrooms and faculty rooms and college website.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://r.rccinstitute.org/academic/cse.aspx ; https://r.rccinstitute.org/academic/ece.aspx ; https://r.rccinstitute.org/academic/it.aspx ; https://r.rccinstitute.org/academic/ee.aspx ; https://r.rccinstitute.org/academic/aeie.aspx ; https://r.rccinstitute.org/academic/ca.aspx ; https://r.rccinstitute.org/academic/sh.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 Course Outcomes (COs) following an OBE principle. 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' assessments are formulated to measure the attainment of COs. Then from this attainment figure, attainment of POs and PSOs are measured. Programme exit survey among pass out students, earlier alumni and employers are conducted and their feedbacks are also recorded. These are called indirect assessments and these are also taken into consideration while calculating attainments. Finally calculated attainments are taken into consideration to perform different analysis. 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.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	chrome-extension://kdpelmjpfafjppnhbloffcjpeomlnpah/https://r.rccinstitute.org/academic/download/it/ATTAINMENT%20FILE_2017-2021.pdf

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

433

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.rcciiit.org.in/file/AQAR23-24.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)

1128.75

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

18

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

3

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://www.ieindia.org/webui/iei-home.aspx

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 v 5.0 has taken major responsibilities in organizing programs related with IPR, innovation and entrepreneurship following the guideline laid down by MoE, Govt. of India, in collaboration with IQAC. Seminars help to build awareness among the students about innovation. They are also encouraged to participate in various hackathons and different national/ state level project competitions or Idea presentation contest. Interactive sessions with leading start-ups, entrepreneurs and innovators nourish the young minds on

commercializing their own sustainable ideas and to protect intellectual property rights. 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. Students are also encouraged to complete their project work and proceed for publication/ copyright/ patent.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/1CiE2XVLLWjTSgvNjNmGkFSq73raDTMCo

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

2

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**

26

File Description	Documents
URL to the research page on HEI website	https://r.rccinstitute.org/
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**

50

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**

52

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

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 largescale, 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/#event
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

5

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

8

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

225

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**

5

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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**

5

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 supports, 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://r.rccinstitute.org/

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

Student Affairs and Students Welfare Committee look after students at RCCIIT and ensure their active participation in a variety of regional, state, and national level socio-cultural events and sports activities. Gender-specific common areas are furnished with table-tennis and carom facilities. 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. An outside courtyard is used for small outdoor sports like throwball, volleyball, badminton, tennis etc. Additionally, there is a playground inside campus where football and 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 each year allocates money 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://r.rccinstitute.org/beyondCurricula/art.aspx , https://r.rccinstitute.org/beyondCurricula/clubSC.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://r.rccinstitute.org/institute/about.aspx
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)

339.57

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

A comprehensive collection of hardbound, bar-coded Text and Reference books, Periodicals, and magazines can be found in the first section of the RCCIIT Central Library. In the second section, there are journals, e-books from Wiley and Oxford, and university question papers (available in DSpace). Additionally, one can use enriched CD/DVD collections to learn through audio-visual. Students can use the intranet and internet to learn MOOC courses. A reprographic facility is offered to satisfy the demands of authorized users. The fully air-conditioned reading room is equipped with a closed-circuit television and camera for enhanced security. OPAC (Online Public Access Catalogue) allows users to browse and check the availability of all the materials. In addition to the 14-day book loan limit of three volumes per student, they can utilize Book Bank to check out 2-4 books throughout the semester. Up to 12 books may be issued by faculties in each semester. KOHA software controls the issue/return facility. Structured metadata through the Open Archives Initiative Protocol for Metadata Harvesting is provided upon request for repository interoperability. BCL resources are available both online and in paper format. In addition to DELNET facilities, the Institute is an NDL member.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://117.232.85.73:8080/jspui/; https://r.rccinstitute.org/library/about.aspx

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

B. Any 3 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)

1221309

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

131

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 fiber, 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

1010

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****297.02**

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.

Both the construction of new facilities and the upkeep of existing ones are funded appropriately after obtaining the Board of Governors' approval. Typically, requirements are increased prior to the commencement of the academic session. Campus engineer is in charge of maintaining the infrastructure of buildings, housekeeping employees make sure the space is kept clean periodically, AMC handles the maintenance of the air conditioners and water coolers, and electricians fix/maintain electrical work. Consumption and stock of consumables and spares are monitored by the stock/issue registry. Copies of invoices are included in an updated asset register. Regular inspections are conducted of first-aid supplies and fire systems. Sound systems and projectors receive routine maintenance. Journals and books are preserved to prevent defacement. The system division handles network and computer infrastructure. Regular computer and ICT tool health checks are performed by appropriate technical assistance. Facilities for other indoor and outdoor games including common rooms are kept up to date using regular monitoring procedures. Clean, sanitary drinking water is supplied on campus. Periodically water tanks are cleaned. Every day, every toilet is wet cleaned. There are power backup systems on campus that are regularly inspected. The canteen maintenance committee looks after the general

cleanliness, hygiene, and quality of the meals.

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

790

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

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

29

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://r.rccinstitute.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

414

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

414

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	No File Uploaded
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

195

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

21

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

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

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

19

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.

21

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)

Student support and facility regarding co-curricular and extra-curricular activities are mainly managed by SWC (Student welfare committee). The committee is headed by Faculty in-charge (FIC) and there are some other faculty members as nodal coordinators for technical, sports, cultural etc. This committee is constructively empowered with students' participation. There is a student unit which is every year re-constituted by the student themselves and the unit has general secretary and assistant general secretary of technical, sports and cultural etc. This student unit is the student part of SWC. Collectively this committee looks after yearlong technical, cultural and sports activities. Students not only encouraged to participate in different internal events related to technical, sports and cultural but also they are motivated and mentored and financially supported to represent themselves at State level and National level competitions. There are many students sub clubs under SWC which maintains individual calendar of events and the clubs organize many events throughout the year. There is a faculty coordinator for each club and a core student body and general members who manages the events.

File Description	Documents
Paste link for additional information	https://r.rccinstitute.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**

42

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

The RCCIIT Registered Alumni Association offers a number of possibilities for graduates to stay in touch with their college and other alumni. Alumni association helps current students to expand their professional networks, and strengthen prospect for internship and job. Alumnus frequently visit the campus and participate in different events organized by academic departments or students clubs or SWC. Alumnus not only provide helpful information about employment market trends and technologies through different networking events, webinars, seminars, mock interview session as pre-placement activity and career counselling, they also guides the students for extra-curricular and co-curricular activities and higher studies. Their guidance typically helps bridge the knowledge gap between corporate/ industry best practices and academic curriculum. We have consistently kept in touch with our alumni on an individual, departmental, or institutional level on their whereabouts through the Connect-to-Alumni initiative. The alumni organization also plans to employ messaging applications, post job postings in its college placement cell, and host job boards on its website.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

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://r.rccinstitute.org/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://r.rccinstitute.org/institute/org.aspx , https://r.rccinstitute.org/institute/administration.aspx , https://r.rccinstitute.org/institute/deans.aspx , https://r.rccinstitute.org/institute/financecell.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	chrome-extension://kdpelmjpfafjppnhbloffcjpeomlnpah/https://r.rccinstitute.org/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://r.rccinstitute.org/institute/rules.aspx , chrome-extension://kdpelmjpfafjppnhbloffcjpeomlnpah/https://r.rccinstitute.org/institute/download/Strategic_Plan_deployment.pdf ,
Link to Organogram of the institution webpage	https://r.rccinstitute.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://r.rccinstitute.org/institute/rules.aspx
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

6

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

6

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

81

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

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

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://r.rccinstitute.org/institute/rules.aspx
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	https://r.rccinstitute.org/institute/financecell.aspx
Upload any additional information	View File

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

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

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

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

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 corpusfund.

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://r.rccinstitute.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/
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/AQAR23-24.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	chrome-extension://kdpelmjpfafjppnhbloffcjpeomlnpah/https://r.rccinstitute.org/institute/download/Gender%20sensitization%20action%20plan.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://r.rccinstitute.org/institute/icc.aspx

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the

C. Any 2 of the above

**Grid Sensor-based energy conservation
Use of LED bulbs/ power efficient
equipment**

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

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

[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:

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

B. Any 3 of the above

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

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

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://r.rccinstitute.org/beyondCurricula/clubSC.aspx
Any other relevant information	https://r.rccinstitute.org/antiRagging/about.aspx

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	No File Uploaded
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	chrome-extension://kdpelmjpfafjppnhbloffcjpeomlnpah/https://r.rccinstitute.org/institute/download/Institutional%20Best%20Practices.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	No File Uploaded
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