



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

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

|  |   |      |                       |               |             |
|--|---|------|-----------------------|---------------|-------------|
| • Financial Status   | Grants-in aid   |      |                       |               |             |
| • Name of the Affiliating University   | MAULANA ABUL KALAM AZAD<br>UNIVERSITY OF TECHNOLOGY, W.B                                  |      |                       |               |             |
| • Name of the IQAC Coordinator   | PROF. (DR.) INDRAJIT PAN  |      |                       |               |             |
| • Phone No.  | 03323231534   |      |                       |               |             |
| • Alternate phone No.  | 03323234668   |      |                       |               |             |
| • Mobile   | 9830570107  |      |                       |               |             |
| • IQAC e-mail address  | p.indrajit@gmail.com  |      |                       |               |             |
| • Alternate Email address  | indrajit.pan@rcciit.org.in  |      |                       |               |             |
| <b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>  | <a href="https://rcciit.org/">https://rcciit.org/</a>                                     |      |                       |               |             |
| <b>4.Whether Academic Calendar prepared during the year?</b>   | Yes   |      |                       |               |             |
| • if yes, whether it is uploaded in the Institutional website Web link:  | <a href="https://rcciit.org/downloads/ac.a.spx">https://rcciit.org/downloads/ac.a.spx</a> |      |                       |               |             |
| <b>5.Accreditation Details</b>   |   |      |                       |               |             |
| Cycle  | Grade   | CGPA | Year of Accreditation | Validity from | Validity to |
| Cycle 1  | B++   | 2.94 | 2022                  | 06/09/2022    | 05/09/2027  |
| <b>6.Date of Establishment of IQAC</b>   |   |      | 04/07/2019            |               |             |
| <b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b> |   |      |                       |               |             |
|  |   |      |                       |               |             |

| Institutional/Department /Faculty  | Scheme  | Funding Agency  | Year of award with duration | Amount           |
|--|---|---|-----------------------------|------------------|
| Institutional 1  | Capacity Building for Imparting Training to Unemployed Graduates Post Graduates and Undergraduates in some of the Emerging/ In-Demand ICT Areas | Ministry of Electronics and Information Technology (HRD Division), Govt. of India | 2022/3 years                | Rs. 351.91 Lakhs |
| <b>8. Whether composition of IQAC as per latest NAAC guidelines</b>  |   | <b>Yes</b>  |                             |                  |
| <ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>  |   | <a href="#">View File</a>   |                             |                  |
| <b>9. No. of IQAC meetings held during the year</b>  |   | <b>2</b>  |                             |                  |
| <ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul> |   | <b>Yes</b>  |                             |                  |
| <ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>   |   | No File Uploaded  |                             |                  |
| <b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>   |   | <b>No</b>   |                             |                  |
| <ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>   |   |   |                             |                  |
| <b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>   |   |   |                             |                  |
| [i] Successful implementation of teaching-learning in hybrid mode with a keen focus on outcome-based education [ii] Proper guidance to                                 |   |   |                             |                  |

4 Engineering Departments (ECE, CSE, EE, IT) which lead to National Board of Accreditation (NBA) accredited status. [iii] NAAC Accreditation (first time) with B++ grade (2.94) [iv] Conducting awareness campaigns among the faculties for continuing research and inspiring them for consultancy work. [v] Successfully received the project under MeitY with a grant of Rs. 351.91 Lakhs. [vi] Conducted OBE awareness program among Staff members on 07/09/2021. [vii] Implemented student mentoring system in 1:20 (F:S) ratio and have prepared detailed profiling of the students. [viii] Coding skill development program has been initiated and the same is rolling for the students of first year to pre-final year. Main focus area for this skill development includes C, java, Python, PL/SQL. [ix] Introduced Connect to Parent program where frequent and regular interactions are conducted with parents. [x] Introduced Connect to Alumni (C2A) program to empower the current students by experience, knowledge, skill and legacy of established and renowned alumnus.

**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  |
|---|--|
| PoA 1: Sensitization of faculty and staff for submission of data in structured format for upcoming NBA and NAAC | O1: Received B++ grade in NAAC and 4 UG courses (ECE, CSE, IT, EE) are accredited by NBA.  |
| PoA2: Framing of start-up policies to promote start-up in Institutional campus.                                 | O2: One start-up starts its on-campus set-up in collaboration with the Institute. Proper start-up policy is framed at the Institutional level.   |
| PoA3: Enhancing social outreach   | O3: NSS unit works extensively in and outside of the campus to foster the need for eco-friendly environment.   |
| PoA4: Sensitization of faculties for implementing outcome-based model in their teaching-learning process        | O4: Seminars have been arranged for implementing Bloom's taxonomy based teaching methodologies which help immensely in the accreditation process.  |
| PoA5: OBE awareness   | O5: Outcome based education system is being observed across all programs and as a result of these four programs of the Institute are NBA accredited out of which two programs are newly accredited.  |
| PoA6: Connect to Alumni (C2A) event   | O6: Every department has conducted two C2A events in 2021-2022 academic year and current students were immensely motivated by interacting with their alumnus, attending alumni talk events on emerging technologies and being enlighten upon their career prospective. |
| <b>13. Whether the AQAR was placed before statutory body?</b>   | Yes  |
| <ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>                                    |  |

|                    |                    |
|--------------------|--------------------|
| Name               | Date of meeting(s) |
| BOARD OF GOVERNORS | 17/02/2023         |

#### 14. Whether institutional data submitted to AISHE

|           |                    |
|-----------|--------------------|
| Year      | Date of Submission |
| 2020-2021 | 30/03/2022         |

#### 15. Multidisciplinary / interdisciplinary

As per guidelines of NEP2020, Institute tries to invoke Indian culture in their overall curriculum as extra and co-curricular activities through NSS Unit. Seminars are conducted for promoting ethics and knowledge related to Indian culture are disseminated in the Induction programme through UHV seminars to prepare the students on value-based pedagogy and value-embedded living in future. Besides creating and maintaining a culture that fosters such development, the institute took initiative to appoint Universal Human Values (UHV) Coordinators to encourage faculties for attaining UHV courses, and within the last 2 years, a large pool of faculties completed the UHV courses as mandated by AICTE & MAKAUT. The Institute also has taken a long-term holistic approach to sensitize students and staff about constitutional obligations, values, rights and responsibilities through different activities.

#### 16. Academic bank of credits (ABC):

Apart from regular curriculum related work, students also participate in various online courses for upgrading their knowledge skill through SWAYAM-NPTEL, Coursera, edX, IIRS-ISRO, NASSCOM Future Skill Prime etc. These certificates are considered for additional 20 credit points as per MAKAUT guideline, in addition with compulsory 160 credit points. Apart from that, online course completion certificates are also used learn Mandatory Additional Points (MAR) as prescribed by University, and students can earn maximum 40 points in this category also in 4 years of academic programme.

Apart from online courses, students also earn several academic awards based on their performance in several technical competitions and also from online certifications courses. Several domain certifications and professional award certificates are achieved by students in the last academic session. Institute will shortly register for the Academic Bank of Credits platform as mandated by

UGC.

### **17.Skill development:**

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

[i] For creating human resources with better technical knowledge, Institute continues the 'Coding Skill Development & Monitoring Committee (CSDMC) among 2nd and 3rd year students. Students become more interested to learn Cutting-edge technologies, which is reflected by large no of absorptions of students before completion of their course in IT industries.

Student chapters are also engaged to conduct various seminars and workshops where resource persons are industry representatives. This also generates the idea of the importance of modern technologies, not covered under the stipulated course curriculum.

[ii] For development of soft skills, sensitization started through compulsory induction program, where Maharaj of Ramakrishna Mission delivers inspirational talks. A few lectures are included in the SIP on understanding values and ethics.

As the Institute is bounded to follow University curriculum, students are inspired to complete SWAYAM NPTEL courses for soft skill development.

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

As the Institute is abode to follow the University curriculum, therefore, integration with Indian knowledge system is not permissible through modification of the course curriculum. However, Institute covers the papers in Humanities domain like Research methodology, Values and Ethics, or similar courses which give flavor to traditional ethical values.

Faculty members are encouraged to complete UHV courses as introduced by AICTE, and that helps also to foster value-based education. Our rich heritage is reflected through various cultural events organized

throughout the year.

Institute follows the curriculum of its affiliating University hence it doesn't has any direct scope to offer such programs in its regular course of study. However some additional initiatives are being planned in post pandemic stage where we will integrate these programs as add on creative offerings. Special classes on Music and dance will be offered from 2022-2023 academic year through short workshops as a part of this initiative.

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

The Institute is committed to create, sustain and improve the learning process through total quality management and place itself in a position in scientific and technological learning. The Institute strives to attain these objectives through continuous improvement and team work. The priority and thrust area of the Institute is implementation of outcome based education in teaching-learning as it forms the integral part. As OBE is need of the hour, the Institute focuses on training all the faculty members on outcome based education to achieve a paradigm shift from the teacher-centric education system towards learner-centric. Accordingly, there is a need to define, develop, implement and measure student learning through the attainment of various outcomes ensuring graduating engineers from all programs demonstrate expected skill and competency.

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

- At the end of each semester/course, the assessment of PO



attainment is done from the CO attainment (from CO against PO mapping) of all curriculum components.

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

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

## **20.Distance education/online education:**

The Institute participated extensively in MOOC's through NPTEL courses since July 2017. Students and faculty members are encouraged to complete various certification courses offered by SWAYAM/NPTEL after formation of NPTEL Local Chapter. Institute is recognized as a valuable local chapter with a rating of A and AA based on performance in online certifications during the years 2018 and 2019 respectively by SWAYAM. Free access of courses is provided to from Coursera and edX during pandemic. In the last academic year (2021-22), more than 1000 online certifications along with notable no of professional certifications are done by students. RCCIIT is also associated with NASSCOM Future Skill Prime program from 2021, where no of enrollments are significantly increasing. RCCIIT is a Nodal Center of Indian Institute of Remote Sensing (IIRS) - ISRO; where more than 16 courses have been successfully coordinated, more courses are ongoing. Associated with Internshala from July 2018, RCCIIT ranked consistently well in 2019 and 2021. a quite large no of internships, along with 30+ five-digit internships are offered. During the COVID-19 pandemic period, the Institute adopted online education system by creating video lectures and presentations, which can be accessed at any point of the world with Internet connectivity.

## **Extended Profile**

### **1.Programme**

1.1

9

Number of courses offered by the institution across all programs

during the year

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

## 2.Student

2.1 2210

Number of students during the year

| File Description                        | Documents                 |
|---|---------------------------|
| Institutional Data in Prescribed Format | <a href="#">View File</a> |

2.2 101

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

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

2.3 576

Number of outgoing/ final year students during the year

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

## 3.Academic

3.1 90

Number of full time teachers during the year

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

3.2 95

Number of sanctioned posts during the year

| <b>Extended Profile</b>   |                           |
|---|---------------------------|
| <b>1.Programme</b>  |                           |
| 1.1<br>Number of courses offered by the institution across all programs during the year             | <b>9</b>                  |
| File Description  | Documents                 |
| Data Template   | <a href="#">View File</a> |
| <b>2.Student</b>  |                           |
| 2.1<br>Number of students during the year   | <b>2210</b>               |
| File Description  | Documents                 |
| Institutional Data in Prescribed Format   | <a href="#">View File</a> |
| 2.2<br>Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | <b>101</b>                |
| File Description  | Documents                 |
| Data Template   | <a href="#">View File</a> |
| 2.3<br>Number of outgoing/ final year students during the year                                      | <b>576</b>                |
| File Description  | Documents                 |
| Data Template   | <a href="#">View File</a> |
| <b>3.Academic</b>   |                           |
| 3.1<br>Number of full time teachers during the year   | <b>90</b>                 |
| File Description  | Documents                 |
| Data Template   | <a href="#">View File</a> |

|   |                           |
|---|---------------------------|
| 3.2   | 95                        |
| Number of sanctioned posts during the year                        |                           |
| File Description  | Documents                 |
| Data Template   | <a href="#">View File</a> |
| <b>4.Institution</b>  |                           |
| 4.1   | 45                        |
| Total number of Classrooms and Seminar halls                      |                           |
| 4.2   | 214.6                     |
| Total expenditure excluding salary during the year (INR in lakhs) |                           |
| 4.3   | 929                       |
| Total number of computers on campus for academic purposes         |                           |

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

RCCIIT is dedicated to produce quality manpower through holistic education for the Society as documented in the Vision and Mission of the Institute. After initial ranking of B++, RCCIIT has taken cognizance of quality initiatives following NEP 2020 guideline in the field of scientific, technological and societal developments. The result is reflected through Accreditation by National Board (NBA) in the 04 UG engineering programs. As per the need of the hour, new PG courses, one on Microelectronics and VLSI, another on Computer Science and Engineering (specialization: Artificial Intelligence) have been introduced in this academic year. Teaching-learning method is redesigned as per the modified assessment policies adopted by the University, after obtaining curriculum gap/deficiencies from the previous semester results. Beyond syllabus content are tried to cover through various pedagogical initiatives e.g., seminar/workshop/webinar/expert lecture etc. and also through various MOOC courses. Course Outcomes (COs) are modified according to the requirement, duly approved by

PAC (Program Assessment Committee) and DAB (Departmental Advisory Board) of the respective Department. Institutions Innovation Council (IIC) and Entrepreneurship Development Cell (EDC) are responsible for innovative way of learning. Effectiveness of learning is measured by feedback system, which is used as a measurement tool for the future course deliveries.

| File Description                    | Documents   |
|-------------------------------------|---|
| Upload relevant supporting document | <a href="#">View File</a>   |
| Link for Additional information     | <a href="https://www.rcciit.org.in/downloads/download_ads.aspx">https://www.rcciit.org.in/downloads/download_ads.aspx</a> |

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

Academic calendar of the Institute is prepared in accordance with that published by the University; in addition, with tentative activity calendar, which is required for completing mandatory Additional Requirements (MAR) for students as per MAKAUT guideline. Mode of Continuous Assessments (CA's) for both theoretical and laboratory papers are mentioned by the varsity, and faculties conduct internal evaluations exactly as per the instruction following the pre-defined schedule in academic calendar. As per NEP 2020 guideline, assessments in theoretical papers are made in the form of presentation, report, and quizzes along with conventional Q&A methods. In laboratory papers, internal evaluations are conducted two times, where evaluation rubrics are set by the respective Department. Rubrics design for evaluation is also applicable for theoretical papers, when presentation and reports are considered respectively for assessment. Sessional papers are evaluated based on their performances, either at end of the semester (for industrial training) or by several mid-phases in continuous mode (minor and major projects). Marks based on the evaluation for each specific cases are uploaded in the University portal within the scheduled time, as mentioned in the academic calendar. CIE is also applicable for weak students, which is continuously monitored and assessed in remedial classes.

| File Description                    | Documents   |
|-------------------------------------|---|
| Upload relevant supporting document | <a href="#">View File</a>   |
| Link for Additional information     | <a href="https://www.rcciit.org.in/downloads/downloads.aspx">https://www.rcciit.org.in/downloads/downloads.aspx</a> |

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

**B. Any 3 of the above**

| File Description   | Documents                 |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |

## 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                              | <a href="#">View File</a> |
| Minutes of relevant Academic Council/ BOS meetings      | No File Uploaded          |
| Institutional data in prescribed format (Data Template) | <a href="#">View File</a> |

**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)

70

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | No File Uploaded          |
| Brochure or any other document relating to Add on /Certificate programs | No File Uploaded          |
| List of Add on /Certificate programs (Data Template )                   | <a href="#">View File</a> |

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

207

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | <a href="#">View File</a> |

## 1.3 - Curriculum Enrichment

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

As RCCIIT follows MAKAUT syllabus for all of its UG and PG programs, so papers on Ethics, Values, Environment are covered as per the courses defined by the Varsity. However, to provide holistic education, Institute adheres a few best practices including gender sensitization and other environment related activities through NSS unit. Several awareness programs are conducted throughout the year, within and outside of the Institute, which also serves societal responsibility. Faculties are also successfully completed UHV courses for the purpose of teaching the humanities

related papers, whereas students completed additional courses on soft skills/values/ethics from MOOC providers, precisely SWAYAM. Gender discrimination is avoided in all respect by the management, as reflected with large no of faculties and technical staffs from fairer gender. No of female students are also continuously

increasing with every academic year; speaks in favour of Institution's best practices. Outcome of learning towards Environment and Sustainability is indirectly measured in several courses and sessional papers, duly defined in the respective Course Outcomes. Women Empowerment activities, Focus on Gender Sensitization and Social Responsibility, Awareness of Sexual Harassment at Workplace are carried out through seminars and debates. Internal Compliant Committee (ICC) regularly looks after female rights related to all aspects.

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | <a href="#">View File</a> |

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

4

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | No File Uploaded          |
| Programme / Curriculum/ Syllabus of the courses  | <a href="#">View File</a> |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | No File Uploaded          |
| MoU's with relevant organizations for these courses, if any                                  | No File Uploaded          |
| Institutional Data in Prescribed Format  | <a href="#">View File</a> |

### 1.3.3 - Number of students undertaking project work/field work/ internships

453



| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | No File Uploaded          |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | <a href="#">View File</a> |

## 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**

**D. Any 1 of the above**

| File Description  | Documents   |
|---|---|
| URL for stakeholder feedback report   | <a href="http://efeedback.rcciit.org.in/">http://efeedback.rcciit.org.in/</a> |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | <a href="#">View File</a>   |
| Any additional information  | No File Uploaded  |

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

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

| File Description                  | Documents   |
|-----------------------------------|---|
| Upload any additional information | <a href="#">View File</a>   |
| URL for feedback report           | <a href="http://efeedback.rcciit.org.in/">http://efeedback.rcciit.org.in/</a> |

## 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**

**461**

| File Description                        | Documents                 |
|---|---------------------------|
| Any additional information              | <a href="#">View File</a> |
| Institutional data in prescribed format | <a href="#">View File</a> |

**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**

95

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information                                    | <a href="#">View File</a> |
| Number of seats filled against seats reserved (Data Template) | <a href="#">View File</a> |

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Fresher's are inducted to college through the compulsory induction program (mentioned by AICTE) where they are familiarized with engineering physics and professional cores, along with other qualitative attributes alongside the interaction with various industry personnel, sessions on social and environmental responsibilities and NSS activities. Regular curriculum-oriented academics are evaluated through outcome-based monitoring process with help of multiple assessment tools following compulsory syllabi defined by University and a few optional add-on programs chosen by the students. Assessment rubrics are designed for all theoretical, practical and sessional papers following NBA guideline, duly justified by the accreditation of four (4) UG engineering programs. Mode of evaluation is practiced as per the guideline set by University, where performance analysis is shared with the students and accordingly the short comings or learning difficulties are pointed out. Accordingly, remedial classes are arranged for students with certain understanding issues or slow learners. Beyond syllabi learning is carried out in form of seminar/webinar/workshop/demonstration competition/MOOC courses (SWAYAM/Coursera/edX/IIRS-ISRO/Udemy). Students from various Departments are regularly presenting and publishing research papers in their areas of study under the guidance and supervision

of faculty, adopted by the Institute as a part of its strategy to encourage the advanced learners.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://pragyata.rcciiit.org.in/">https://pragyata.rcciiit.org.in/</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 2210               | 90                 |

| File Description           | Documents                 |
|----------------------------|---------------------------|
| Any additional information | <a href="#">View File</a> |

## 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

Following the guideline of NBA, Institute follows outcome-based education system in both teaching and evaluation methodologies. Direct involvement of students through various modes of interaction/assignment is practiced during course delivery. Practical courses are often associated with mini project where students work in small groups and acquire relevant hands-on skill and confidence to apply that. Students are also asked for class room demonstration where they need to deliver a small topic relevant with the course and already covered in some earlier lecture. Both active and flipped learning techniques are applied in case-to-case basis by faculties for performance improvement of the students. For UG students, at the beginning of 5th semester, students are assigned to faculties for both Minor and Major Projects. For PG students, project work begins in 1st year. Compulsory/optional training and internship are carried out by students relevant to discipline/market trends. Therefore, a holistic growth is observed which is the objective of OBE model. Sometimes, corporate sectors offer internships to students in their 8th semester as a part of their job absorption process. Project, field work/training, internships are part of the experiential learning, whereas group discussion and classroom demonstration may be considered as examples of participative

**learning.**

| File Description                  | Documents   |
|-----------------------------------|---|
| Upload any additional information | No File Uploaded                                      |
| Link for additional information   | <a href="https://rcciit.org/">https://rcciit.org/</a> |

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

In order to make performance improvement from students in holistic manner through Outcome Based Education (OBE) method and also to integrate NEP in teaching-learning process, faculties use multimedia teaching aid to deliver lectures, coupled with real-life examples, and also lecture materials are made available in various digital forms through internet. Simulation software's are used in appropriate subjects for demonstrating different working models and animations. This creates a global impact of the Institute. Physical classroom lectures are also added with online classes as per demand which is a major example of technology-aided teaching-learning process. The common multimedia teaching aids used in classroom and laboratory of Institute are, LCD projectors, internet enabled computer, laptops & Interactive Digital Boards (Smart Boards) connected with audio system for better audibility. Digital library facility is available to access various MOOCs lectures as well as IEEE ASPP packages. Several webinars are conducted on advanced/cutting-edge technologies to make the courses interesting and more informative. Virtual laboratories are sometimes used to make familiarize the students with different types of experiments on a few subjects. Online platforms are used to conduct quizzes. Various simulation software's and online platforms are also utilized for mini, micro and major projects.

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | <a href="#">View File</a> |

**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**

45

| File Description   | Documents                 |
|--|---------------------------|
| Upload, number of students enrolled and full time teachers on roll | <a href="#">View File</a> |
| Circulars pertaining to assigning mentors to mentees               | No File Uploaded          |
| Mentor/mentee ratio  | <a href="#">View File</a> |

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

90

| File Description   | Documents                 |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | <a href="#">View File</a> |
| Any additional information                                       | <a href="#">View File</a> |
| List of the faculty members authenticated by the Head of HEI     | <a href="#">View File</a> |

**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**

36

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| 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) | <a href="#">View File</a> |

### 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

935

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | <a href="#">View File</a> |

## 2.5 - Evaluation Process and Reforms

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

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

For theoretical papers, four continuous assessments (CA1, CA2, CA3, CA4) are conducted of 25marks each as per MAKAUT guideline in pre-defined time-period spanning across the semester. Presentation, report writing, formative Q&A and quiz are the respective tools for judgement respectively for the assessments, where for every student, corresponding Course Outcomes (COs) are measured for each valuation. For weak students, additional examinations are conducted by the corresponding subject teacher after conducting remedial classes. For practical papers, two times internal assessments (PCA1, PCA2) are conducted in every semester of 40 marks each. Marks are provided based on their continuous performance, attendance, submission of weekly reports and assignments, and quizzes. Micro projects are optional tools used by faculties to obtain higher level of outcome. Projects (major and minor), industrial training, group discussion are evaluated in various forms based on the assessment tools/rubrics defined by concerned faculties for continuous/end semester evaluation. Marks for all the evaluations are submitted in the University portal.

| File Description                | Documents   |
|---------------------------------|---|
| Any additional information      | <a href="#">View File</a>   |
| Link for additional information | <a href="http://makautexam.net/pdf21/Academic-calendar-2021-22.pdf">http://makautexam.net/pdf21/Academic-calendar-2021-22.pdf</a> |

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

Institute follows guidelines of MAKAUT, W.B. for internal evaluation. For undergraduate and postgraduate programs, RCCIIT conducts four continuous evaluations (CA) for theoretical papers and twolab internals as Practical Continuous Assessment (PCA1 & PCA2) as per academic calendar published by University. To deal with internal examination related grievances, Institute maintains following guidelines: [i] If a student is not able to appear for internal examination because of medical emergency/any other valid/genuine reason, special examination is conducted for that student as per norms within the deadline of marks submission (if possible); if (/s)he submits application with proper documents. [ii] Grievances of the students with reference to assessment are made clear by showing his/her performance in the answer sheet by Course Coordinator. The answer sheet of such student is assessed by the concerned faculty once again in presence of the student. Any correction, in the total of marks or assessment of answer books as identified by students, are immediately reflected in the University portal. [iii] Any student who is not satisfied with the assessment/award of marks, may approach the concern Head of the Department. Student's performance is displayed on the notice board and the same is informed to the parents, whenever required.

| File Description                | Documents        |
|---------------------------------|------------------|
| Any additional information      | No File Uploaded |
| Link for additional information | Nil              |

## 2.6 - Student Performance and Learning Outcomes

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

The Institute offers five (5) undergraduate programs and four (4) post graduate programs where evaluation is conducted following Outcome Based Education (OBE). The following mechanism

ismaintained to communicate the learning outcomes to the stakeholders: [i] Graduate attributes (as defined by NBA) are described to the first-year students at the commencement of the programme. [ii] Outcomes of the Programs and Courses are observed and measured periodically. If anymodification is required, modified statements are evaluated by Program assessment committee (PAC)followed by Departmental advisory board (DAB) of that respective Department, and approvedoutcomes are disseminated through various means. [iii] Copy of Learning Outcomes of Programmes and Courses are uploaded on the Institution websitefor reference, along with Program educational Objectives (PEO) of the respective Department. [iv] Departmental level meetings in periodic intervals are conducted for discussion of learningoutcomes. [v] The students are also communicated about the Programme Outcomes (POs), Programme SpecificOutcomes (PSOs) and Course Outcomes (COs) through meetings and display. At the commencementof every paper, concerned faculty discusses the course outcomes, and its relevance with the programwhere they have registered.

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

| File Description  | Documents   |
|---|---|
| Upload any additional information                       | <a href="#">View File</a>   |
| Paste link for Additional information                   | <a href="https://rcciit.org/academic/cse.aspx">https://rcciit.org/academic/cse.aspx</a> ; <a href="https://rcciit.org/academic/ece.aspx">https://rcciit.org/academic/ece.aspx</a> ; <a href="https://rcciit.org/academic/it.aspx">https://rcciit.org/academic/it.aspx</a> ; <a href="https://rcciit.org/academic/download/ee/BTech%20EE%20CO.pdf">https://rcciit.org/academic/download/ee/BTech%20EE%20CO.pdf</a> ; <a href="https://rcciit.org/academic/aeie.aspx">https://rcciit.org/academic/aeie.aspx</a> |
| Upload COs for all Programmes (exemplars from Glossary) | <a href="#">View File</a>   |

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

Following OBE method, Institute has the established methodology for evaluation of Course Outcomes (COs) and Program Specific Outcomes (PSOs). All the faculties prepare Cos as per the allocated subjects, which are verified by Program assessment committee (PAC) and Departmental advisory Board (DAB) respectively. After end semester result, outcomes are computed for all students, and checked whether benchmark is reached/crossed all the Graduate Attributes (Program Outcomes as defined by NBA). If



the satisfactory value is obtained, then threshold is made higher for the next academic semester. However, if failed to reach, then either COs are modified, or pedagogical method is modified for the next semester for that particular subject. Concerned PAC and DAB are informed about that modification and due approval is obtained. For theoretical paper, 30% weightage is considered for internal evaluation, and rest for end semester examination; whereas for practical papers, weightage are distributed into 40% and 60%. For computation of POs and PSOs, 90% weightage is taken from direct attainment, whereas 10% is from indirect attainment. Indirect attainment is evaluated based on alumni survey, employer survey and program exit survey. Final result is monitored by Departmental Academic Committee, Institutional Academic Committee and Internal Quality Assurance Cell.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Upload any additional information     | <a href="#">View File</a> |
| Paste link for Additional information | Nil                       |

### 2.6.3 - Pass percentage of Students during the year

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

608

| File Description   | Documents   |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | <a href="#">View File</a>   |
| Upload any additional information  | <a href="#">View File</a>   |
| Paste link for the annual report   | <a href="https://rcciit.org/downloads/data/Annual_Report_2021-2022.pdf">https://rcciit.org/downloads/data/Annual_Report_2021-2022.pdf</a> |

### 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://assessmentonline.naac.gov.in/storage/app/hei/SSR/101986/2.>

[7.1\\_1630933662\\_2167.xls](#)

## 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)

2.56050

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | No File Uploaded          |
| e-copies of the grant award letters for sponsored research projects /endowments | <a href="#">View File</a> |
| List of endowments / projects with details of grants(Data Template)             | <a href="#">View File</a> |

#### 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

03

| File Description                        | Documents                 |
|---|---------------------------|
| Any additional information              | No File Uploaded          |
| Institutional data in prescribed format | <a href="#">View File</a> |

#### 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

02

| File Description  | Documents                 |
|---|---------------------------|
| List of research projects and funding details (Data Template) | <a href="#">View File</a> |
| Any additional information                                    | No File Uploaded          |
| Supporting document from Funding Agency                       | <a href="#">View File</a> |
| Paste link to funding agency website                          | Nil                       |

## 3.2 - Innovation Ecosystem

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

RCCIIT has created an ecosystem for the students and faculties for exploration of their new ideas and sharing of knowledge with other likeminded in their areas of interest. Students with creative and innovative ideas approach the specialized teachers who are guiding them in their prototype model design and development work and later their work is presented in competitions/seminars conducted by the affiliated colleges of the same university and other university. The NISP 2019 as per MHRD is implemented in RCCIIT for students and faculty. This encourages students and faculty members to engage actively in innovation and entrepreneurship related activities. The Institute has established Institution's Innovation Council (IIC) as per the MHRD to systematically foster the culture of Innovation and also to encourage, inspire and nurture young students by supporting them to work with and also new ideas and transform them into prototypes while they are informative years. The Research Cell of RCCIIT inculcates research culture among the Students and encouraging for novel thinking. This platform provides an opportunity for expression of academic talent and promotes interaction among academia. This committee oversees the smooth and efficient coordination of research and development activities in the institute, thus fostering growth.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://rcciit.org/beyondCurricula/data/Entrepreneurship_Innovation.pdf">https://rcciit.org/beyondCurricula/data/Entrepreneurship_Innovation.pdf</a> |

### 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

06

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Any additional information                                     | <a href="#">View File</a> |
| List of workshops/seminars during last 5 years (Data Template) | <a href="#">View File</a> |

### 3.3 - Research Publications and Awards

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

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

03

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

### 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

42

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | No File Uploaded          |
| List of research papers by title, author, department, name and year of publication (Data Template) | <a href="#">View File</a> |

### 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

38

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | No File Uploaded          |
| List books and chapters edited volumes/ books published (Data Template) | <a href="#">View File</a> |

### 3.4 - Extension Activities

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

Extension activities are carried out by NSS unit in and outside of the campus for holistic growth of students through socio-cultural involvement. Among several works, visit to Orphanage is carried out to provide support in terms of food items, stationary aids and medicines. The students' volunteers provided academic help through computer literacy training to the local underprivileged children living in the slum areas adjacent to the Institute. Students also organized mass campaign going door to door to make the local people aware about the importance of hygiene and sanitization through Dengue Awareness Program. Swacchata Abhiyaan was also organized by the NSS unit involving students to spread awareness about cleaning own house and community for making a cleaner India. Tree plantation programs are organized involving local people to make them understand the importance of Carbon sequestration, amount of CO<sub>2</sub> absorption and how these trees help us to prevent soil erosion. Rally was organized with placards and posters against drug abuse, illicit alcohol consumption and the deadly

consequences of chewing tobacco or smoking in public places. In a nutshell, NSS activities help a student to understand his/her socio-economic status and also inculcate the path of self-reliance, patriotism, responsibility for society and fellow-feeling.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://nss.rcciit.org.in/">https://nss.rcciit.org.in/</a> |
| Upload any additional information     | <a href="#">View File</a>   |

### **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**

3

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | No File Uploaded          |
| Number of awards for extension activities in last 5 year (Data Template) | <a href="#">View File</a> |
| e-copy of the award letters  | <a href="#">View File</a> |

### **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**

20

| File Description   | Documents                 |
|--|---------------------------|
| Reports of the event organized   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | <a href="#">View File</a> |

### 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

1289

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | <a href="#">View File</a> |

### 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

75

| File Description   | Documents                 |
|--|---------------------------|
| e-copies of related Document   | <a href="#">View File</a> |
| Any additional information   | No File Uploaded          |
| Details of Collaborative activities with institutions/industries for research, Faculty | <a href="#">View File</a> |

### 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

7

| File Description   | Documents                 |
|--|---------------------------|
| e-Copies of the MoUs with institution./ industry/corporate houses  | <a href="#">View File</a> |
| Any additional information   | No File Uploaded          |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | No File Uploaded          |

## 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.

Institute operates with two side-by-side campuses, one measuring 2.45 acres consisting of Administration, Central Library, Accounts, Principal and Chairman's Office, Board Room, Exam Cell, basic UG Engineering Labs, Language Labs, faculty rooms of Applied Science and ESM Dept., Canteen, student Common Room, auditorium measuring 350 sqm. with 370 seating capacity and Computer Application Department. All the buildings in this campus are renovated old buildings leased to college by State Govt. with heritage eco-friendly ambience decorated by old trees, pond and garden. The second campus has five storied building with five engineering departments having requisite classrooms and laboratories, with approximated total coverage of 5000 sqm. Classrooms are equipped with Ceiling Mounted Projector, projection screen, black and whiteboard, network access point. Few classrooms have digital board facility. 17 computer labs comprise nearly 850 desktops. Both the campuses are connected through single managed network with 100 mbps LAN bandwidth and Wi-Fi service boosted with two Lease line internet connection, each having 50 mbps bandwidth. Adequate UPS support, Generators, Fire fighting system are available. EE Dept experimentally started generating usable electricity from wind and solar power system. Online admission,



library and finance systems are available in accordance with Digital India movement.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | No File Uploaded  |
| Paste link for additional information | <a href="https://www.rcciit.org/beyondCurricula/gallery.aspx">https://www.rcciit.org/beyondCurricula/gallery.aspx</a> |

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

Students of RCCIIT actively participate in various socio-cultural events and sports activities which results awards in regional, state and national levels, coordinated by sports and cultural section under Student Affairs and Students' Welfare committee. Separate common rooms based on genders are available, well equipped with table tennis boards and caroms. Newly introduced yoga room is dedicated for periodical conduction on life skills and yoga to build better mental and physical health. Fully air-conditioned auditorium is available in the campus having nearly 350 seating capacity with large stage. Open-air courtyard is utilized for playing badminton, volleyball, football etc. In addition, a moderate playground is available in the campus, used for playing cricket. Annual cultural festival Regalia is performed here through open air stage/hired auditorium. Annual sports festival Krirathon is organized using Institutional facilities. The central computing lab/other computer labs are used for conducting computer-based gaming and coding competitions during annual technical festival Techtrix or Game of Thrones. Some other events e.g., Quiz/Paper Presentations/Group Discussions/Debate are conducted in Language Labs/Seminar Rooms. A permanent platform within the premises is used for Robotic competitions. Institute has its annual budget for sponsoring sports/games/cultural fest/technical fest and other extra-curricular activities including NSS activities.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://www.rcciit.org.in/beyondCurricula/gallery.aspx">https://www.rcciit.org.in/beyondCurricula/gallery.aspx</a> |

### 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   | <a href="#">View File</a>   |
| Paste link for additional information   | <a href="https://www.rcciit.org.in/beyondCurricula/gallery.aspx">https://www.rcciit.org.in/beyondCurricula/gallery.aspx</a> |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | <a href="#">View File</a>   |

### 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)

214.6

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | No File Uploaded          |
| Upload audited utilization statements   | <a href="#">View File</a> |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | <a href="#">View File</a> |

## 4.2 - Library as a Learning Resource

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

Central library of RCCIIT has two parts; one consists of rich collection of hardbound Text and Reference books (bar-coded), Periodicals and Magazines, whereas the digital section deals with journals (IEEE ASPP), e-books (Wiley and Oxford), thesis/dissertations, short reports on projects, university question papers (available in DSpace). Audio/video mode of learning is also available using a good collection of CD/DVD. Digital section has computer facility to help students to learn

MOOC courses using both internet and intranet. Reprographic facility is available to cater to the needs of authorized users. Close circuit TV/Camera is available in fully air-conditioned Reading Room for maintaining security. All the materials can be browsed for checking availability using OPAC (Online Public Access Catalogue). Students can borrow 3 books at a time for 14 days, in addition with Book Bank facility to avail 2 to 4 books for the entire semester. Faculties can issue upto 12 books per semester. Issue/return facility is controlled through KOHA software. For repository interoperability, structured metadata via Open Archives Initiative Protocol for Metadata Harvesting (OAI-PMH) is available via request. Online recourses from BCL can be accessed, and also in hardbound form. Institute is the member of NDL along with availability of DELNET facility.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for Additional Information | <a href="https://rcciit.org/library/about.aspx">https://rcciit.org/library/about.aspx</a> |

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** A. Any 4 or more of the above

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | <a href="#">View File</a> |

**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)**

6,07,573.00

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| Audited statements of accounts   | <a href="#">View File</a> |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | <a href="#">View File</a> |

#### 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

149

| File Description                                  | Documents                 |
|---|---------------------------|
| Any additional information                        | <a href="#">View File</a> |
| Details of library usage by teachers and students | <a href="#">View File</a> |

#### 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     | <a href="#">View File</a> |
| Paste link for additional information | Nil                       |

#### 4.3.2 - Number of Computers

1068

| File Description                  | Documents                 |
|-----------------------------------|---------------------------|
| Upload any additional information | <a href="#">View File</a> |
| List of Computers                 | <a href="#">View File</a> |

#### 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 | <a href="#">View File</a> |

#### 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)

214.6

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | No File Uploaded          |
| Audited statements of accounts  | <a href="#">View File</a> |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | <a href="#">View File</a> |

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.

Maintenance of existing facilities and generating the new ones are performed through permissible budget, duly approved by BoG, where requirements are primarily raised prior to the commencement of academic session. Campus engineer looks after maintenance and upkeep of infrastructure, housekeeping staff for regular cleanliness of premises, ACs and water cooler maintenance are carried out through AMC, electrician for repair and maintenance of electrical works. Track of consumption/stock of spares and consumables are maintained through stock/issue register. Asset register is upgraded with copy of invoice. First aid kits and fire-system are periodically checked. Auditorium and seminar halls, projectors and sound systems are maintained on regular basis. Books and journals are maintained against disfiguring. Maintenance of computing, and network infrastructure is carried out by the systems division. Health-check of computers and ICT tools are done on regular basis by respective technical assistants. Indoor and outdoor game facilities, common room facilities are maintained through standard monitoring procedure. Clean and hygienic drinking water is available in campus. Overhead water tanks are cleaned periodically. All toilets are wet cleaned every day. The campus has power backup facilities which are monitored on regular basis. Canteen maintenance committee takes care of food quality, overall cleanliness and hygiene.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | No File Uploaded  |
| Paste link for additional information | <a href="https://rcciit.org/beyondCurricula/gallery.aspx">https://rcciit.org/beyondCurricula/gallery.aspx</a> |

## 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

265

| File Description   | Documents                 |
|--|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship   | <a href="#">View File</a> |
| Upload any additional information  | <a href="#">View File</a> |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | <a href="#">View File</a> |

### 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

17

| File Description   | Documents                 |
|--|---------------------------|
| Upload any additional information  | <a href="#">View File</a> |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | <a href="#">View File</a> |

### 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   | <a href="https://rcciit.org/">https://rcciit.org/</a> |
| Any additional information  | No File Uploaded                                      |
| Details of capability building and skills enhancement initiatives (Data Template) | <a href="#">View File</a>                             |

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

391

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

391

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template) | No File Uploaded          |

**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 | <a href="#">View File</a> |
| Upload any additional information  | No File Uploaded          |
| Details of student grievances including sexual harassment and ragging cases  | No File Uploaded          |

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year



391

| File Description   | Documents                 |
|--|---------------------------|
| Self-attested list of students placed                        | <a href="#">View File</a> |
| Upload any additional information                            | <a href="#">View File</a> |
| Details of student placement during the year (Data Template) | <a href="#">View File</a> |

### 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

6

| File Description                                   | Documents                 |
|--|---------------------------|
| Upload supporting data for student/alumni          | <a href="#">View File</a> |
| Any additional information                         | <a href="#">View File</a> |
| Details of student progression to higher education | <a href="#">View File</a> |

### 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

10

| File Description   | Documents                 |
|--|---------------------------|
| Upload supporting data for the same  | <a href="#">View File</a> |
| Any additional information   | No File Uploaded          |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | <a href="#">View File</a> |

### 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.

7

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

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

Students of this Institute are actively engaged in various administrative, co-curricular and extracurricular activities through different duly constituted committees, professional chapters and clubs. Student Welfare Committee is the main student representative body which actively conducts annual technical, cultural and sports activities through respective sub-wings where general secretary and other secretarial roles are selected among students' representatives through voting process. NSS Student Chapter perform yearlong activities on environment awareness, tree plantation, events on gender sensitization, food and garment distribution as a part of relief activities, working with orphanage homes, literacy drives, celebration of national days etc. Second year students takes lead role in organizing fresher's welcome ceremony 'BIHAN' and first year arranges festival of Devi Saraswati 'SARADE'. Students have been inducted in IQAC and Institution Innovation Council (IIC) for sharing views in adopting best practices and actively contributing State and National level Hackathons respectively. Student members are also present in different committees related to Anti-ragging and Institutional Complaint Committee (ICC) constituted in accordance with 'AICTE's VISHAKHA' regulation. They participate in various professional

chapter and club activities under the supervision of respective adviser/mentor. Publication of departmental annual wall-magazines and tech-magazines showcase their active involvement and significant contributions.

| File Description                      | Documents  |
|---------------------------------------|--|
| Paste link for additional information | <a href="https://rcciit.org/institute/committee.asp">https://rcciit.org/institute/committee.asp</a><br><a href="#">x</a> |
| Upload any additional information     | No File Uploaded   |

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

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

17

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

## 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

Registered alumni association of RCCIIT offer a number of opportunities for graduates to stay in touch with their college and fellow alumni while also expanding their professional networks to enhance their professional opportunities. They offers career counselling, seminars, webinars, and networking events, providing helpful information about the job market and technology trends. Mock interview sessions are conducted for pre-final year students to groom them before their placement drive starts. Their input often helps us to bridge the gap between university curriculum and

industry best practices. Association also offers wealth of career services to help students to find job opportunities. as a part of Departmental Advisory Board (applicable for all departments), members suggest suitable electives, trend of new technologies, offering webinars / seminars, special training programs / tutorials. There has always been a frequent contact with our alumni in individual, departmental or institutional level, regarding the whereabouts through Connect-to-Alumni program. Alumni association is also planning to host job boards on the website and/or post job listings in the college placement cell and/or through messaging services. They also offer cover letter assistance to help graduates put their best foot forward.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.rcciit.org.in/alumni/info.aspx">https://www.rcciit.org.in/alumni/info.aspx</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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

| File Description                  | Documents        |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

Governance of RCCIIT has been attributed by participative, inclusive, unbiased and transparent mechanism with effective decentralized decision-making system. Institutional Academic Committee (IAC), constituted with various nodal representatives (FICs, HoDs and functional HoDs) ensure proper implementation of the decisions and directions given by the BOG and the BOM following Institutional Mission, Vision and perspective plans which fosters continuous growth and development of all the stakeholders; leading towards excellence of the Institute. In order to implement the Outcome Based Education (OBE), department sets respective Program Specific Objectives (PSO), Program Educational Objective (PEO) and Program Specific Outcome (PSO) after taking opinions from various levels of stakeholders and

processing through PAC (Program Assessment Committee) and DAB (Departmental Advisory Board). Thrust areas like training, placement, academic outcome, alumni connect, student activities etc. for nurturing holistic growth is fulfilled with participative management policy. The Institute has different committees, comprises of FICs, HoDs/functional heads, faculty members and student representatives (wherever needed) for implementation of different statutory norms and institutional functions. Conscious effort is given so that responsibility of acting as members or conveners (of committees) is distributed among all faculty members. BOG also has representation from faculty following the guidelines of AICTE.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.rcciit.org.in/institute/about.aspx">https://www.rcciit.org.in/institute/about.aspx</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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

Decentralization and participatory management is reflected in all the decision making process involving regular academics, student and alumni affairs, training & placement, research etc. Respective nodal coordinators/conveners are provided considerable authority for taking collective decisions through meetings/discussions for fostering holistic growth in respective areas of responsibilities. Faculty In-charges are assigned for looking after key functional areas with defined functionalities and responsibilities for betterment of the Institute. Departmental and functional HoDs look after respective affairs as per Institute guideline. FIC Academics monitor advice and support academic departments to fulfil statutory rules and requirements of AICTE, University etc, in addition with feedback analysis, organize academic audit. FIC, SA & SW is concerned with student related activities and issues like disciplinary/fests/welfare/extracurricular/co-curricular etc. FIC, T&P is responsible for planning and execution of training and placement activities for students and also communicate with recruiting companies. FIC, LA advises for making institutional decisions having legal implications and essentially in all legal matters, statutory issues etc. FIC, Alumni is responsible to develop and strengthen the institutional alumni network, plan and execute alumni activity and ensure alumni contribution towards

welfare of the institute. Conveners of respective areas are also looking after respective attributes for the same goal.

| File Description                      | Documents  |
|---------------------------------------|--|
| Paste link for additional information | <a href="https://rcciit.org/institute/committee.asp">https://rcciit.org/institute/committee.asp</a><br> |
| Upload any additional information     | <a href="#">View File</a>  |

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic planning of RCCIIT is already proved as immensely effective for all stakeholders, through diversity in academics, professional activities, social-cultural outreach, research outcome and industrial readiness. Following NEP 2020 guideline, academics at RCCIIT offers beyond classroom flexibility through various MOOC courses, additional course related project works coding skill development activities; own video lectures and presentations, hybrid mode of classes. Research is already flourished in international and national level as reflected by quality of publications by both faculties and students. Several professional activities are organized in periodic manner for holistic development, which is further augmented by NSS unit for social cause. This is one of the strongholds of the Institute where orphanages and schools of underprivileged children are greatly benefited. Training and internships are another part of the leadership where a lot of students get chance to earn from industries through Internshala and other similar platforms during the four-year programme. Cutting-edge courses are introduced in post-graduate level instead of conventional ones. Project-based learning is one of the major initiatives as taken by the Institute with a thrust on research outcome. Innovation council and Industry-Institute collaborations are reflected through a good number of MOUs.

| File Description                                       | Documents   |
|--|---|
| Strategic Plan and deployment documents on the website | <a href="#">View File</a>   |
| Paste link for additional information                  | <a href="https://www.rcciit.org.in/institute/download/Strategic_Plan_deployment.pdf">https://www.rcciit.org.in/institute/download/Strategic_Plan_deployment.pdf</a> |
| Upload any additional information                      | <a href="#">View File</a>   |

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Board of Management (BoM) headed by the Chairman is the apex body having all the power in framing the strategic plans, regulations, guidelines, and policies for the Institution in consultation with the Governing Body of the Institution (BoG). BoG is responsible for smooth operation of the Institute including finance, human resource, academics, research and infrastructure arrangements with a keen focus on vision, mission and quality policy. At Institutional level, IQAC (Internal Quality Assurance Cell) and IAC (Institutional Academic Committee) are the two major wings which work in synchronization for overall all-inclusive growth. Several committees with pre-defined focused objectives are constituted for looking after the daily affairs as well as accreditations/ranking of the Institute. Social media cell works as e-mouthpiece of the Institute for outside campus affairs. Appointment and service rule of the Institute is as per the guideline of Govt. of West Bengal. Administration includes admission, exam, and other functional points for conducting daily affairs. Mutual correlations exist between all the committees and their functionalities which is the key in making progress of the Institute in a continuous manner, duly justified in latest accreditations received from NAAC and NBA.

| File Description                              | Documents   |
|---|---|
| Paste link for additional information         | <a href="https://www.rcciit.org.in/institute/rules.aspx">https://www.rcciit.org.in/institute/rules.aspx</a> |
| Link to Organogram of the institution webpage | <a href="https://www.rcciit.org.in/institute/org.aspx">https://www.rcciit.org.in/institute/org.aspx</a>     |
| Upload any additional information             | <a href="#">View File</a>   |

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

B. Any 3 of the above

| File Description   | Documents                 |
|--|---------------------------|
| ERP (Enterprise Resource Planning) Document  | No File Uploaded          |
| Screen shots of user inter faces   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | <a href="#">View File</a> |

### 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 policies, truly reflected by faculty and staff retentions. Major initiatives are:

#### For Teaching Staff:

- 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 in different University/Institute where a faculty member is enrolled
- Retirement benefit includes Gratuity and Leave Encashment (covered under LIC scheme) as per the State Govt. rules
- On-duty leave is granted to a faculty member for invited talk/chairing session/participation in technical events/presenting paper
- Each faculty member is provided necessary infrastructure, computing facility, internet access and common printing facility

#### For Teaching/Non-Teaching 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



- Study-leave of maximum 2 years granted to regular staff for pursuing higher studies/training/research in India or abroad (with pay protection as per Institute norms)
- Reimbursement is provided against premium paid towards personal Mediclaim policy
- Facility of Group Mediclaim policy enjoyed by willing staff with entire family coverage

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://rcciit.org/institute/download/Service_Rules.pdf">https://rcciit.org/institute/download/Service_Rules.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

### 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

4

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | No File Uploaded          |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | <a href="#">View File</a> |

### 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

1

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

### 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

37

| File Description  | Documents                 |
|---|---------------------------|
| IQAC report summary   | No File Uploaded          |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers)              | No File Uploaded          |
| Upload any additional information   | No File Uploaded          |
| Details of teachers attending professional development programmes during the year (Data Template) | <a href="#">View File</a> |

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

Following AICTE guideline and ROPA rule of W.B Govt, well-defined performance appraisal system is implemented for teaching and non-teaching staffs respectively as briefed below:

**Faculty:** Faculty members apply to Registrar for availing promotion under Career Advancement Scheme (CAS) using year-wise Performance based Appraisal System (PBAS) along with all supportive enclosures and duly signed by concerned HoD after completing their requisite service tenure as per AICTE norms. Incumbent appears to the interview after data verification and validation by Internal CAS committee and thereafter screening committee (constituted by Principal and approved by Chairman of BoG). Based on the recommendation by external experts and duly approval of BoG, incumbent receives the promotion.

**Non-teaching:** Promotion of non-teaching staff are awarded as per ROPA rules after completion of 8 years of service in a particular grade pay. A self-appraisal form is forwarded to them by Registrar's office, additionally feedback from concerned Head of the Department/Cell is collected. combined evaluation is carried out based on the feedback and self-appraisal form, which are thereafter placed to an internal committee formed by the Principal. Promotion is awarded to the concerned incumbent with due approval of the competent authority based on the satisfactory recommendation of the committee.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://rcciit.org/institute/download/Service_Rules.pdf">https://rcciit.org/institute/download/Service_Rules.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

## 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 | Nil                       |
| Upload any additional information     | <a href="#">View File</a> |

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

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

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

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

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 | Nil              |
| Upload any additional information     | No File Uploaded |

## 6.5 - Internal Quality Assurance System

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

Institutional Academic Council has been incepted in the year 2015-16 for monitoring structural progress leading towards academic development of the Institute. IAC primarily focused on regular academic activities, various modes of evaluation process, project-based teaching-learning implementation, prototype development, encourage students for participation in professional technical activities etc.

IQAC was formed in 2018-19 to augment the process with special

focus on skill development to meet up industry needs. These includes special classes on coding competency development, engaging alumni more intensely to deliver special lectures on innovative technologies which are now part of industry's best practices, arranging mock interaction or interview sessions for final and pre final year students to orient them for placement drives. It also plays key role for Institutional accreditation, ranking and OBE implementation.

IQAC has also introduced some best practices as a part of student outreach activities for societal development through 'Connect to School' events. IQAC has also emphasized on regularly organizing "Connect to Parents" events where faculty members directly interact with parents and guardians, gather their collective feedback, and attempts to implement those suitably. Goal of IQAC is to provide better campus life and make the students good and responsible human being.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://iqac.rcciit.org.in/">https://iqac.rcciit.org.in/</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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.

Teaching-Learning process:

IQAC always speaks in favour of hybrid mode of teaching. In the post-pandemic period, faculty members took online classes using the infrastructure from college, and laboratory classes are mostly conducted using V-lab (developed by IITs) for hardware experiments. A few recorded video experiments are also shown where equivalent experiments are not available. Software-oriented laboratories are conducted using open-source software's and free software's. Few video lectures are uploaded in public channels, and similar initiatives are taken for presentations also. In the even semester, offline modes were used for classes and labs, however, doubt clearing classes and coding classes are conducted

in online mode.

### Evaluation process

Evaluation is processed as per University guideline, in both the semesters; in online and physical modes respectively for odd and even semesters.

### Performance Analysis

Based on the results, CO, PO and PSO are computed and checked with the existing threshold. For better outcome, threshold is raised for the upcoming semester for that corresponding subject. IQAC also thrusts on project-oriented learning with proper outcome published in the form of paper/IPR.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://igac.rcciit.org.in/">https://igac.rcciit.org.in/</a> |
| Upload any additional information     | No File Uploaded  |

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

**A. All of the above**

| File Description   | Documents   |
|--|---|
| Paste web link of Annual reports of Institution                                    | <a href="https://rcciit.org/downloads/data/Annual_Report_2021-2022.pdf">https://rcciit.org/downloads/data/Annual_Report_2021-2022.pdf</a> |
| Upload e-copies of the accreditations and certifications                           | <a href="#">View File</a>   |
| Upload any additional information  | No File Uploaded  |
| Upload details of Quality assurance initiatives of the institution (Data Template) | <a href="#">View File</a>   |

## 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

Following initiatives are taken by the Institute to promote gender equity:

[i] Recruitment: Selections are made only based on interview following AICTE/State Govt. guidelines which results 32% female faculties and 14% female staffs at present.

[ii] CAS: Equal opportunities are provided for career advancement/promotion as applicable as per institute service rules and statutory guidelines.

[iii] Special Leaves: female faculty/staff members have been granted Child Care Leave (of maximum 2 years) and Maternity Leave (180 days) on application.

[iv] Academic/Administrative Responsibilities: For assigning academic/administrative/additional responsibilities, gender equity concept is followed.

[v] Facility/Recognition: Equal facility for PhD work (weekly half day leaves), study leave, training (FDP, Workshop) has been given to staffs and duly recognized based on feedback/performance irrespective of gender.

[vi] Gender Equity in Students: separate common room facilities, representations in institutional committees are ensured.

[vii] Awareness Programs: awareness programs on gender sensitivity including Women's day are organized by the NSS team in the campus. Female faculty and staff members, students are informed about various laws and rights available for their empowerment.

[viii] Safety, Security and Counselling: Internal Complaint Committee comprising lady faculty and staff members is vigilant to ensure prevention and prohibition of sexual harassment of women employees and students.



| File Description   | Documents   |
|--|---|
| Annual gender sensitization action plan  | <a href="https://rcciit.org/institute/download/Gender_sensitization_action_plan.pdf">https://rcciit.org/institute/download/Gender_sensitization_action_plan.pdf</a> |
| 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 | <a href="https://rcciit.org/institute/download/Gender_sensitization_action_plan.pdf">https://rcciit.org/institute/download/Gender_sensitization_action_plan.pdf</a> |

**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         | <a href="#">View File</a> |
| Any other relevant information | <a href="#">View File</a> |

**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**

**Institute adopted following waste management policies for greener campus:**

**[i] Solid Waste Management: Biodegradable and non-biodegradable wastes are kept in separate bins placed in optimum no. of locations throughout the campus, which are disposed off by municipality. Awareness is raised for plastic-free campus. Scrap Committee becomes responsible for selling out the scrap furniture and materials other than e-waste**

**[ii] Liquid Waste Management: Liquid waste generated in canteens, chemical lab and other sources within the campus are passed away smoothly through the drainage systems to the internal sewer lines connected to the underground municipality sewer lines, without making any harm of the existing ecosystem. Public bathing, washing of clothes/utensils are completely restricted in waterbodies.**

[iii] **Waste Recycling:** Garden wastes (dry leaves/branches /flowers/fruits) and waste vegetables/peels are collected and used for making compost through natural decomposition, which functions as source of fertilizer. Disposal of vegetable wastes are prohibited outside bins throughout the campus.

[iv] **e-waste Management:** Being an IT Institute, care has been taken for e-waste management. In-line with statutory e-waste management guidelines, proper protocol and procedures are followed in terms of collection, segregation (from general waste), handling and disposal. Total collected e-wastes are sold to retailer as recyclable scrap

| File Description  | Documents                 |
|---|---------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | <a href="#">View File</a> |
| Geo tagged photographs of the facilities  | <a href="#">View File</a> |

**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

B. Any 3 of the above

| File Description                                  | Documents                 |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | <a href="#">View File</a> |
| Any other relevant information                    | No File Uploaded          |

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

A. Any 4 or All of the above

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

| File Description   | Documents                 |
|--|---------------------------|
| Geo tagged photos / videos of the facilities                       | <a href="#">View File</a> |
| Various policy documents / decisions circulated for implementation | No File Uploaded          |
| Any other relevant documents                                       | <a href="#">View File</a> |

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

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

**C. Any 2 of the above**

| File Description  | Documents                 |
|---|---------------------------|
| Reports on environment and energy audits submitted by the auditing agency | No File Uploaded          |
| Certification by the auditing agency                                      | No File Uploaded          |
| Certificates of the awards received                                       | No File Uploaded          |
| Any other relevant information  | <a href="#">View File</a> |

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

**B. Any 3 of the above**

| File Description   | Documents                 |
|--|---------------------------|
| Geo tagged photographs / videos of the facilities                        | <a href="#">View File</a> |
| 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   | <a href="#">View File</a> |

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).

In RCCIIT, cultural, regional and linguistic diversity is primarily caused by admission of students hailing from regions outside West Bengal (from neighbouring states like Bihar, Orissa, North East India) through the 10% JEE Main quota and Kashmiri students get admitted through PMSS scheme. The language of instruction is strictly English for all, irrespective of their linguistic and regional background. Institutional legacy and culture are familiarized through Induction program. Various professional, technical, sports, cultural activities are organized by student chapters and Institute affiliated clubs which provides platform to make diverse socio-bonding along with growth of team spirit. All the stakeholders enjoy holidays for religious festivals of their own religion as well as for others also, which brings all on a common inclusive platform to reinforce the internal harmony. As far socio-economic diversity is concerned, Institute maintains the balance by protecting the weaker and underprivileged groups through admission in each course with reserved categories as per State Govt. norms. Free-ship and scholarships schemes (State & Central Govt.) are provided on the basis of merit and financial status. The Student Welfare Committee, NSS Unit, Anti-Ragging Committee and ICC are functional for protection of basic rights & respect, tolerance and harmony among all communities.

| File Description   | Documents                 |
|--|---------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | <a href="#">View File</a> |
| Any other relevant information   | <a href="#">View File</a> |

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

In a nutshell, Mission of the Institute is to ensure holistic growth of students for making a good human being and responsible citizen for the Society. Along with professional and technological development, human values are also treated equally for holistic growth, and therefore, Institute took initiative to appoint Universal Human Values (UHV) Coordinators. Faculties have completed UHV-I program, students just after admission, are sensitized through SIP (Student Induction Program), and faculties have also attended workshops for value-based pedagogy. Institute has also taken a long-term holistic approach to sensitize students and staff about constitutional obligations, values, rights and responsibilities through following activities. All important National days that are pertinent to unity and integrity of India, are celebrated with due respect, mostly through NSS unit. While AICTE has made UHV 1 course mandatory for the first year students, the UHV II course has been made Credit-based for the second year students. University has made Indian Constitution - an Audit-based course for the third year students and Ethics & Values course was included in the syllabus for long. a perfect blending of UHV and SIP helps students to make aware about Social, Economic and Political Justice along with Liberty of thoughts.

| File Description   | Documents   |
|--|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | <a href="https://nss.rcciit.org.in/">https://nss.rcciit.org.in/</a> |
| Any other relevant information   | Nil   |

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts** C. Any 2 of the above

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

| File Description   | Documents                 |
|--|---------------------------|
| Code of ethics policy document   | <a href="#">View File</a> |
| 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 | No File Uploaded          |
| Any other relevant information   | <a href="#">View File</a> |

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

National/International commemorative days are regularly celebrated in RCCIIT, coordinated by the NSS unit to maintain a healthy work environment, as well as to make learners conscious of international issues and aware of national pride and rich cultural legacy. The college has a pluralist approach to all religious functions/festivals and encourages students and employees. Among the various events, Independence Day, Republic Day, International Day for Preservation of the Ozone Layer, Swachhata Divas, World Environment Day, Jal Divas, Wild Life Week and other a few religious events are celebrated. Awareness of global response against Ozone layer depletion is one of the major techno-flavoured events which are in tune with NEP 2020 for holistic growth. Swachhata Divas has the major objective of cleanliness drive with special attention on plastic waste and e-waste in the campus premises. World Environment Day by the NSS unit by organizing plantation drive, students sit & draw competition on pollution and wild life and also by arranging seminars by environmentalists. Jal Divas was celebrated to create awareness of wastage and conservation of water resource. In addition to the above, Teacher's Day, Engineers Day, International Women's Day, International Yoga Day, Saraswati Puja, Viswakarma Puja are

celebrated in the Institute.

| File Description  | Documents                 |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | <a href="#">View File</a> |
| Geo tagged photographs of some of the events  | <a href="#">View File</a> |
| 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: Measures initiated by the institute for the promotion of gender equity:** RCCIIT provides equal opportunities to both section of genders in terms of career development, training and promotion, co-curricular, extra-curricular and outreach activities, representation in departmental and institutional committees, access common facilities and resources along with social and cultural respect. Here equal implies equivalent in terms of rights, benefits, obligations, opportunities. Institute regulation & policy guidelines for admission, recruitment, administrative functioning & academic activities safeguard interests of the students, faculty & staff without any differentiation to their gender through open and transparent system.

**BEST PRACTICE-2: Measures initiated by the institute in maintaining natural ecosystem, fostering environmental care and standard waste management practices:** RCCIIT has initiated several measures towards environmental protection and to foster a sense of environmental care, e.g., e-waste management, maintaining water bodies, developing greenery across the campus, using solar and wind energy. Garden wastes (dry leaves/branches/flowers/fruits) and waste vegetables/peels are collected and used for making compost through natural decomposition. The Institute regularly takes the drive to add to the existing biodiversity by planting more all-season trees. NSS unit organizes events like reservation of Ozone Layer, Wildlife Week, World Environment Day, Jal Diwas through various activities.

| File Description                            | Documents   |
|---|---|
| Best practices in the Institutional website | <a href="https://www.rcciit.org.in/institute/download/Institutional_Best_Practices.pdf">https://www.rcciit.org.in/institute/download/Institutional_Best_Practices.pdf</a> |
| 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

Institute has taken initiative for scaling up the research through PRIDE (P: Patents, Products, Publications; R: Research; I: Innovation; D: Design; E: Entrepreneurship) project. Institutional Research Committee takes a lead role in to frame and implement in-house research/project policies and promote research, innovation and publication by the students and faculty. At least one published/accepted conference paper or book chapter in edited volume has been made mandatory for the M.Tech students before submission of dissertation. IRC has mandated student projects from pre-final year. Further, to translate the research ideas of UG students, research labs and central computing labs are provided where the students from their pre-final year are allowed to design models/software and experiment with trial runs. Students already received several awards/laurels in National/State-level project/modelling/development competitions. Several research laboratories (QualNet 6.1 Lab, IoT Lab, Embedded System Lab, Renewable Energy Lab, Wireless Sensor Network Research, APJ Abdul Kalam Research Lab, Microwave Anechoic Chamber) promote and facilitate the work, duly reflected by quality of publications and IPRs filed. Institution's Innovation Cell works towards spreading the awareness of IPR. To promote research culture in the institute, different departments organize Conferences/Symposiums on niche areas. Holistic growth of the Institute is a fruit of this perseverance.



## 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

RCCIIT is dedicated to produce quality manpower through holistic education for the Society as documented in the Vision and Mission of the Institute. After initial ranking of B++, RCCIIT has taken cognizance of quality initiatives following NEP 2020 guideline in the field of scientific, technological and societal developments. The result is reflected through Accreditation by National Board (NBA) in the 04 UG engineering programs. As per the need of the hour, new PG courses, one on Microelectronics and VLSI, another on Computer Science and Engineering (specialization: Artificial Intelligence) have been introduced in this academic year. Teaching-learning method is redesigned as per the modified assessment policies adopted by the University, after obtaining curriculum gap/deficiencies from the previous semester results. Beyond syllabus content are tried to cover through various pedagogical initiatives e.g., seminar/workshop/webinar/expert lecture etc. and also through various MOOC courses. Course Outcomes (COs) are modified according to the requirement, duly approved by PAC (Program Assessment Committee) and DAB (Departmental Advisory Board) of the respective Department. Institutions Innovation Council (IIC) and Entrepreneurship Development Cell (EDC) are responsible for innovative way of learning. Effectiveness of learning is measured by feedback system, which is used as a measurement tool for the future course deliveries.

| File Description                    | Documents   |
|-------------------------------------|---|
| Upload relevant supporting document | <a href="#">View File</a>   |
| Link for Additional information     | <a href="https://www.rcciit.org.in/downloads/downloads.aspx">https://www.rcciit.org.in/downloads/downloads.aspx</a> |

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

Academic calendar of the Institute is prepared in accordance with that published by the University; in addition, with tentative activity calendar, which is required for completing mandatory Additional Requirements (MAR) for students as per MAKAUT guideline. Mode of Continuous Assessments (CA's) for both theoretical and laboratory papers are mentioned by the varsity, and faculties conduct internal evaluations exactly as per the instruction following the pre-defined schedule in academic calendar. As per NEP 2020 guideline, assessments in theoretical papers are made in the form of presentation, report, and quizzes along with conventional Q&A methods. In laboratory papers, internal evaluations are conducted two times, where evaluation rubrics are set by the respective Department. Rubrics design for evaluation is also applicable for theoretical papers, when presentation and reports are considered respectively for assessment. Sessional papers are evaluated based on their performances, either at end of the semester (for industrial training) or by several mid-phases in continuous mode (minor and major projects). Marks based on the evaluation for each specific cases are uploaded in the University portal within the scheduled time, as mentioned in the academic calendar. CIE is also applicable for weak students, which is continuously monitored and assessed in remedial classes.

| File Description                    | Documents   |
|-------------------------------------|---|
| Upload relevant supporting document | <a href="#">View File</a>   |
| Link for Additional information     | <a href="https://www.rccit.org.in/downloads/downloads.aspx">https://www.rccit.org.in/downloads/downloads.aspx</a> |

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

**B. Any 3 of the above**

| File Description   | Documents                 |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |

## 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                              | <a href="#">View File</a> |
| Minutes of relevant Academic Council/ BOS meetings      | No File Uploaded          |
| Institutional data in prescribed format (Data Template) | <a href="#">View File</a> |

### 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)

70

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | No File Uploaded          |
| Brochure or any other document relating to Add on /Certificate programs | No File Uploaded          |
| List of Add on /Certificate programs (Data Template )                   | <a href="#">View File</a> |

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

207

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | <a href="#">View File</a> |

### 1.3 - Curriculum Enrichment

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

As RCCIIT follows MAKAUT syllabus for all of its UG and PG programs, so papers on Ethics, Values, Environment are covered as per the courses defined by the Varsity. However, to provide holistic education, Institute adheres a few best practices including gender sensitization and other environment related activities through NSS unit. Several awareness programs are conducted throughout the year, within and outside of the Institute, which also serves societal responsibility. Faculties are also successfully completed UHV courses for the purpose of teaching the humanities

related papers, whereas students completed additional courses on soft skills/values/ethics from MOOC providers, precisely SWAYAM. Gender discrimination is avoided in all respect by the management, as reflected with large no of faculties and technical staffs from fairer gender. No of female students are also continuously increasing with every academic year; speaks in favour of Institution's best practices. Outcome of learning towards Environment and Sustainability is indirectly measured in several courses and sessional papers, duly defined in the respective Course Outcomes. Women Empowerment activities, Focus on Gender Sensitization and Social Responsibility, Awareness of Sexual Harassment at Workplace are carried out through seminars and debates. Internal Compliant Committee (ICC) regularly looks after female rights related to all aspects.

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | <a href="#">View File</a> |

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

4

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | No File Uploaded          |
| Programme / Curriculum/ Syllabus of the courses  | <a href="#">View File</a> |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | No File Uploaded          |
| MoU's with relevant organizations for these courses, if any                                  | No File Uploaded          |
| Institutional Data in Prescribed Format  | <a href="#">View File</a> |

**1.3.3 - Number of students undertaking project work/field work/ internships**

453

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | No File Uploaded          |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | <a href="#">View File</a> |

**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**

D. Any 1 of the above

| File Description  | Documents   |
|---|---|
| URL for stakeholder feedback report   | <a href="http://efeedback.rcciit.org.in/">http://efeedback.rcciit.org.in/</a> |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | <a href="#">View File</a>   |
| Any additional information  | No File Uploaded  |

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

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

| File Description                  | Documents   |
|-----------------------------------|---|
| Upload any additional information | <a href="#">View File</a>   |
| URL for feedback report           | <a href="http://efeedback.rcciit.org.in/">http://efeedback.rcciit.org.in/</a> |

**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**

**461**

| File Description                        | Documents                 |
|---|---------------------------|
| Any additional information              | <a href="#">View File</a> |
| Institutional data in prescribed format | <a href="#">View File</a> |

**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**

**95**

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information                                    | <a href="#">View File</a> |
| Number of seats filled against seats reserved (Data Template) | <a href="#">View File</a> |

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Fresher's are inducted to college through the compulsory induction program (mentioned by AICTE) where they are familiarized with engineering physics and professional cores, along with other qualitative attributes alongside the interaction with various industry personnel, sessions on social and environmental responsibilities and NSS activities. Regular curriculum-oriented academics are evaluated through outcome-based monitoring process with help of multiple assessment tools following compulsory syllabi defined by University and a few optional add-on programs chosen by the students. Assessment rubrics are designed for all theoretical, practical and sessional papers following NBA guideline, duly justified by the accreditation of four (4) UG engineering programs. Mode of evaluation is practiced as per the guideline set by University, where performance analysis is shared with the students and accordingly the short comings or learning difficulties are pointed out. Accordingly, remedial classes are arranged for students with certain understanding issues or slow learners. Beyond syllabi learning is carried out in form of seminar/webinar/workshop/demonstration competition/MOOC courses (SWAYAM/Coursera/edX/IIRS-ISRO/Udemy). Students from various Departments are regularly presenting and publishing research papers in their areas of study under the guidance and supervision of faculty, adopted by the Institute as a part of its strategy to encourage the advanced learners.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://pragyata.rcciit.org.in/">https://pragyata.rcciit.org.in/</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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

|                    |                    |
|--------------------|--------------------|
| Number of Students | Number of Teachers |
| 2210               | 90                 |

|                            |                           |
|----------------------------|---------------------------|
| File Description           | Documents                 |
| Any additional information | <a href="#">View File</a> |

### 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

Following the guideline of NBA, Institute follows outcome-based education system in both teaching and evaluation methodologies. Direct involvement of students through various modes of interaction/assignment is practiced during course delivery. Practical courses are often associated with mini project where students work in small groups and acquire relevant hands-on skill and confidence to apply that. Students are also asked for class room demonstration where they need to deliver a small topic relevant with the course and already covered in some earlier lecture. Both active and flipped learning techniques are applied in case-to-case basis by faculties for performance improvement of the students. For UG students, at the beginning of 5th semester, students are assigned to faculties for both Minor and Major Projects. For PG students, project work begins in 1st year. Compulsory/optional training and internship are carried out by students relevant to discipline/market trends. Therefore, a holistic growth is observed which is the objective of OBE model. Sometimes, corporate sectors offer internships to students in their 8th semester as a part of their job absorption process. Project, field work/training, internships are part of the experiential learning, whereas group discussion and classroom demonstration may be considered as examples of participative learning.

|                                   |   |
|-----------------------------------|---|
| File Description                  | Documents   |
| Upload any additional information | No File Uploaded                                      |
| Link for additional information   | <a href="https://rcciit.org/">https://rcciit.org/</a> |

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



In order to make performance improvement from students in holistic manner through Outcome Based Education (OBE) method and also to integrate NEP in teaching-learning process, faculties use multimedia teaching aid to deliver lectures, coupled with real-life examples, and also lecture materials are made available in various digital forms through internet. Simulation software's are used in appropriate subjects for demonstrating different working models and animations. This creates a global impact of the Institute. Physical classroom lectures are also added with online classes as per demand which is a major example of technology-aided teaching-learning process. The common multimedia teaching aids used in classroom and laboratory of Institute are, LCD projectors, internet enabled computer, laptops & Interactive Digital Boards (Smart Boards) connected with audio system for better audibility. Digital library facility is available to access various MOOCs lectures as well as IEEE ASPP packages. Several webinars are conducted on advanced/cutting-edge technologies to make the courses interesting and more informative. Virtual laboratories are sometimes used to make familiarize the students with different types of experiments on a few subjects. Online platforms are used to conduct quizzes. Various simulation software's and online platforms are also utilized for mini, micro and major projects.

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | <a href="#">View File</a> |

### 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

45

| File Description   | Documents                 |
|--|---------------------------|
| Upload, number of students enrolled and full time teachers on roll | <a href="#">View File</a> |
| Circulars pertaining to assigning mentors to mentees               | No File Uploaded          |
| Mentor/mentee ratio  | <a href="#">View File</a> |

## 2.4 - Teacher Profile and Quality

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

90

| File Description   | Documents                 |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | <a href="#">View File</a> |
| Any additional information                                       | <a href="#">View File</a> |
| List of the faculty members authenticated by the Head of HEI     | <a href="#">View File</a> |

### 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

36

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| 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) | <a href="#">View File</a> |

### 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

935

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | <a href="#">View File</a> |

## 2.5 - Evaluation Process and Reforms

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

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

For theoretical papers, four continuous assessments (CA1, CA2, CA3, CA4) are conducted of 25marks each as per MAKAUT guideline in pre-defined time-period spanning across the semester. Presentation, report writing, formative Q&A and quiz are the respective tools for judgement respectively for the assessments, where for every student, corresponding Course Outcomes (COs) are measured for each valuation. For weak students, additional examinations are conducted by the corresponding subject teacher after conducting remedial classes. For practical papers, two times internal assessments (PCA1, PCA2) are conducted in every semester of 40 marks each. Marks are provided based on their continuous performance, attendance, submission of weekly reports and assignments, and quizzes. Micro projects are optional tools used by faculties to obtain higher level of outcome. Projects (major and minor), industrial training, group discussion are evaluated in various forms based on the assessment tools/rubrics defined by concerned faculties for continuous/end semesterevaluation. Marks for all the evaluations are submitted in the University portal.

| File Description                | Documents   |
|---------------------------------|---|
| Any additional information      | <a href="#">View File</a>   |
| Link for additional information | <a href="http://makautexam.net/pdf21/Academic-calendar-2021-22.pdf">http://makautexam.net/pdf21/Academic-calendar-2021-22.pdf</a> |

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

Institute follows guidelines of MAKAUT, W.B. for internal evaluation. For undergraduate and postgraduate programs, RCCIIT conducts four continuous evaluations (CA) for theoretical papers and twolab internals as Practical Continuous Assessment (PCA1 & PCA2) as per academic calendar published by University. To deal with internal examination related grievances, Institute maintains following guidelines: [i] If a student is not able to appear for internal examination because of medical emergency/any other valid/genuine reason, special examination is conducted for that student as per norms within the deadline of marks submission (if possible); if (/s)he submits application with proper documents. [ii] Grievances of the students with reference to assessment are made clear by showing his/her performance in the answer sheet by Course Coordinator. The answer sheet of such student is assessed by the concerned faculty once again in presence of the student. Any correction, in the total of marks or assessment of answer books as identified by students, are immediately reflected in the University portal. [iii] Any student who is not satisfied with the assessment/award of marks, may approach the concern Head of the Department. Student's performance is displayed on the notice board and the same is informed to the parents, whenever required.

| File Description                | Documents        |
|---------------------------------|------------------|
| Any additional information      | No File Uploaded |
| Link for additional information | Nil              |

## 2.6 - Student Performance and Learning Outcomes

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

The Institute offers five (5) undergraduate programs and four (4) post graduate programs where evaluation is conducted

following Outcome Based Education (OBE). The following mechanism is maintained to communicate the learning outcomes to the stakeholders: [i] Graduate attributes (as defined by NBA) are described to the first-year students at the commencement of the programme. [ii] Outcomes of the Programs and Courses are observed and measured periodically. If any modification is required, modified statements are evaluated by Program assessment committee (PAC) followed by Departmental advisory board (DAB) of that respective Department, and approved outcomes are disseminated through various means. [iii] Copy of Learning Outcomes of Programmes and Courses are uploaded on the Institution website for reference, along with Program educational Objectives (PEO) of the respective Department. [iv] Departmental level meetings in periodic intervals are conducted for discussion of learning outcomes. [v] The students are also communicated about the Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) through meetings and display. At the commencement of every paper, concerned faculty discusses the course outcomes, and its relevance with the program where they have registered.

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

| File Description  | Documents   |
|---|---|
| Upload any additional information                       | <a href="#">View File</a>   |
| Paste link for Additional information                   | <a href="https://rcciit.org/academic/cse.aspx">https://rcciit.org/academic/cse.aspx</a> ; <a href="https://rcciit.org/academic/ece.aspx">https://rcciit.org/academic/ece.aspx</a> ; <a href="https://rcciit.org/academic/it.aspx">https://rcciit.org/academic/it.aspx</a> ; <a href="https://rcciit.org/academic/download/ee/BTech%20EE%20CO.pdf">https://rcciit.org/academic/download/ee/BTech%20EE%20CO.pdf</a> ; <a href="https://rcciit.org/academic/aeie.aspx">https://rcciit.org/academic/aeie.aspx</a> |
| Upload COs for all Programmes (exemplars from Glossary) | <a href="#">View File</a>   |

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

Following OBE method, Institute has the established methodology for evaluation of Course Outcomes (COs) and Program Specific Outcomes (PSOs). All the faculties prepare Cos as per the allocated subjects, which are verified by Program assessment

committee (PAC) and Departmental advisory Board (DAB) respectively. After end semester result, outcomes are computed for all students, and checked whether benchmark is reached/crossed all the Graduate Attributes (Program Outcomes as defined by NBA). If the satisfactory value is obtained, then threshold is made higher for the next academic semester. However, if failed to reach, then either COs are modified, or pedagogical method is modified for the next semester for that particular subject. Concerned PAC and DAB are informed about that modification and due approval is obtained. For theoretical paper, 30% weightage is considered for internal evaluation, and rest for end semester examination; whereas for practical papers, weightage are distributed into 40% and 60%. For computation of POs and PSOs, 90% weightage is taken from direct attainment, whereas 10% is from indirect attainment. Indirect attainment is evaluated based on alumni survey, employer survey and program exit survey. Final result is monitored by Departmental Academic Committee, Institutional Academic Committee and Internal Quality Assurance Cell.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Upload any additional information     | <a href="#">View File</a> |
| Paste link for Additional information | Nil                       |

### 2.6.3 - Pass percentage of Students during the year

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

608

| File Description   | Documents   |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | <a href="#">View File</a>   |
| Upload any additional information  | <a href="#">View File</a>   |
| Paste link for the annual report   | <a href="https://rcciit.org/downloads/data/Annual_Report_2021-2022.pdf">https://rcciit.org/downloads/data/Annual_Report_2021-2022.pdf</a> |

**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://assessmentonline.naac.gov.in/storage/app/hei/SSR/101986/2.7.1\\_1630933662\\_2167.xls](https://assessmentonline.naac.gov.in/storage/app/hei/SSR/101986/2.7.1_1630933662_2167.xls)

**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)**

2.56050

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | No File Uploaded          |
| e-copies of the grant award letters for sponsored research projects /endowments | <a href="#">View File</a> |
| List of endowments / projects with details of grants(Data Template)             | <a href="#">View File</a> |

**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**

03

| File Description                        | Documents                 |
|---|---------------------------|
| Any additional information              | No File Uploaded          |
| Institutional data in prescribed format | <a href="#">View File</a> |

**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**

| 02   |                           |
|--|---------------------------|
| File Description   | Documents                 |
| List of research projects and funding details (Data Template)  | <a href="#">View File</a> |
| Any additional information   | No File Uploaded          |
| Supporting document from Funding Agency  | <a href="#">View File</a> |
| Paste link to funding agency website   | Nil                       |
| <b>3.2 - Innovation Ecosystem</b>  |                           |
| 3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge  |                           |
| <p>RCCIIT has created an ecosystem for the students and faculties for exploration of their new ideas and sharing of knowledge with other likeminded in their areas of interest. Students with creative and innovative ideas approach the specialized teachers who are guiding them in their prototype model design and development work and later their work is presented in competitions/seminars conducted by the affiliated colleges of the same university and other university. The NISP 2019 as per MHRD is implemented in RCCIIT for students and faculty. This encourages students and faculty members to engage actively in innovation and entrepreneurship related activities. The Institute has established Institution's Innovation Council (IIC) as per the MHRD to systematically foster the culture of Innovation and also to encourage, inspire and nurture young students by supporting them to work with and also new ideas and transform them into prototypes while they are informative years. The Research Cell of RCCIIT inculcates research culture among the Students and encouraging for novel thinking. This platform provides an opportunity for expression of academic talent and promotes interaction among academia. This committee oversees the smooth and efficient coordination of research and development activities in the institute, thus fostering growth.</p> |                           |



| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://rcciit.org/beyondCurricula/data/Entrepreneurship_Innovation.pdf">https://rcciit.org/beyondCurricula/data/Entrepreneurship_Innovation.pdf</a> |

### 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

06

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Any additional information                                     | <a href="#">View File</a> |
| List of workshops/seminars during last 5 years (Data Template) | <a href="#">View File</a> |

### 3.3 - Research Publications and Awards

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

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

03

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

#### 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

42

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | No File Uploaded          |
| List of research papers by title, author, department, name and year of publication (Data Template) | <a href="#">View File</a> |

### 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

38

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | No File Uploaded          |
| List books and chapters edited volumes/ books published (Data Template) | <a href="#">View File</a> |

### 3.4 - Extension Activities

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

Extension activities are carried out by NSS unit in and outside of the campus for holistic growth of students through socio-cultural involvement. Among several works, visit to Orphanage is carried out to provide support in terms of food items, stationary aids and medicines. The students' volunteers provided academic help through computer literacy training to the local underprivileged children living in the slum areas adjacent to the Institute. Students also organized mass campaign going door to door to make the local people aware about the importance of hygiene and sanitization through Dengue Awareness Program. Swacchata Abhiyaan was also organized by the NSS unit involving students to spread awareness about cleaning own house and community for making a cleaner India. Tree plantation programs are organized involving local people to make them understand the importance of Carbon sequestration, amount of CO<sub>2</sub> absorption and how these trees help us to prevent soil erosion. Rally was organized with placards and posters

against drug abuse, illicit alcohol consumption and the deadly consequences of chewing tobacco or smoking in public places. In a nutshell, NSS activities help a student to understand his/her socio-economic status and also inculcate the path of self-reliance, patriotism, responsibility for society and fellow-feeling.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://nss.rcciit.org.in/">https://nss.rcciit.org.in/</a> |
| Upload any additional information     | <a href="#">View File</a>   |

### 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

3

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | No File Uploaded          |
| Number of awards for extension activities in last 5 year (Data Template) | <a href="#">View File</a> |
| e-copy of the award letters  | <a href="#">View File</a> |

### 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

20

| File Description   | Documents                 |
|--|---------------------------|
| Reports of the event organized   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | <a href="#">View File</a> |

### 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

1289

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | <a href="#">View File</a> |

### 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

75

| File Description   | Documents                 |
|--|---------------------------|
| e-copies of related Document   | <a href="#">View File</a> |
| Any additional information   | No File Uploaded          |
| Details of Collaborative activities with institutions/industries for research, Faculty | <a href="#">View File</a> |

### 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

7

| File Description   | Documents                 |
|--|---------------------------|
| e-Copies of the MoUs with institution./ industry/corporate houses  | <a href="#">View File</a> |
| Any additional information   | No File Uploaded          |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | No File Uploaded          |

## 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.

Institute operates with two side-by-side campuses, one measuring 2.45 acres consisting of Administration, Central Library, Accounts, Principal and Chairman's Office, Board Room, Exam Cell, basic UG Engineering Labs, Language Labs, faculty rooms of Applied Science and ESM Dept., Canteen, student Common Room, auditorium measuring 350 sqm. with 370 seating capacity and Computer Application Department. All the buildings in this campus are renovated old buildings leased to college by State Govt. with heritage eco-friendly ambience decorated by old trees, pond and garden. The second campus has five storied building with five engineering departments having requisite classrooms and laboratories, with approximated total coverage of 5000 sqm. Classrooms are equipped with Ceiling Mounted Projector, projection screen, black and whiteboard, network access point. Few classrooms have digital board facility. 17 computer labs comprise nearly 850 desktops. Both the campuses are connected through single managed network with 100 mbps LAN bandwidth and Wi-Fi service boosted with two Lease line internet connection, each having 50 mbps bandwidth. Adequate UPS support, Generators, Fire fighting system are available. EE Dept experimentally started generating usable electricity from

wind and solar power system. Online admission, library and finance systems are available in accordance with Digital India movement.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | No File Uploaded  |
| Paste link for additional information | <a href="https://www.rcciit.org/beyondCurricula/gallery.aspx">https://www.rcciit.org/beyondCurricula/gallery.aspx</a> |

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

Students of RCCIIT actively participate in various socio-cultural events and sports activities which results awards in regional, state and national levels, coordinated by sports and cultural section under Student Affairs and Students' Welfare committee. Separate common rooms based on genders are available, well equipped with table tennis boards and caroms. Newly introduced yoga room is dedicated for periodical conduction on life skills and yoga to build better mental and physical health. Fully air-conditioned auditorium is available in the campus having nearly 350 seating capacity with large stage. Open-air courtyard is utilized for playing badminton, volleyball, football etc. In addition, a moderate playground is available in the campus, used for playing cricket. Annual cultural festival Regalia is performed here through open air stage/hired auditorium. Annual sports festival Krirathon is organized using Institutional facilities. The central computing lab/other computer labs are used for conducting computer-based gaming and coding competitions during annual technical festival Techtrix or Game of Thrones. Some other events e.g., Quiz/Paper Presentations/Group Discussions/Debate are conducted in Language Labs/Seminar Rooms. A permanent platform within the premises is used for Robotic competitions. Institute has its annual budget for sponsoring sports/games/cultural fest/technical fest and other extra-curricular activities including NSS activities.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://www.rcciit.org.in/beyondCurricula/gallery.aspx">https://www.rcciit.org.in/beyondCurricula/gallery.aspx</a> |

#### 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   | <a href="#">View File</a>   |
| Paste link for additional information   | <a href="https://www.rcciit.org.in/beyondCurricula/gallery.aspx">https://www.rcciit.org.in/beyondCurricula/gallery.aspx</a> |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | <a href="#">View File</a>   |

#### 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)

214.6

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | No File Uploaded          |
| Upload audited utilization statements   | <a href="#">View File</a> |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | <a href="#">View File</a> |

#### 4.2 - Library as a Learning Resource

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

Central library of RCCIIT has two parts; one consists of rich collection of hardbound Text and Reference books (bar-coded), Periodicals and Magazines, whereas the digital section deals with journals (IEEE ASPP), e-books (Wiley and Oxford), thesis/dissertations, short reports on projects, university question papers (available in DSpace). Audio/video mode of learning is also available using a good collection of CD/DVD. Digital section has computer facility to help students to learn MOOC courses using both internet and intranet. Reprographic facility is available to cater to the needs of authorized users. Close circuit TV/Camera is available in fully air-conditioned Reading Room for maintaining security. All the materials can be browsed for checking availability using OPAC (Online Public Access Catalogue). Students can borrow 3 books at a time for 14 days, in addition with Book Bank facility to avail 2 to 4 books for the entire semester. Faculties can issue upto 12 books per semester. Issue/return facility is controlled through KOHA software. For repository interoperability, structured metadata via Open Archives Initiative Protocol for Metadata Harvesting (OAI-PMH) is available via request. Online recourses from BCL can be accessed, and also in hardbound form. Institute is the member of NDL along with availability of DELNET facility.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for Additional Information | <a href="https://rcciit.org/library/about.aspx">https://rcciit.org/library/about.aspx</a> |

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

**A. Any 4 or more of the above**

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | <a href="#">View File</a> |



### 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)

6,07,573.00

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| Audited statements of accounts   | <a href="#">View File</a> |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | <a href="#">View File</a> |

### 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

149

| File Description                                  | Documents                 |
|---|---------------------------|
| Any additional information                        | <a href="#">View File</a> |
| Details of library usage by teachers and students | <a href="#">View File</a> |

### 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     | <a href="#">View File</a> |
| Paste link for additional information | Nil                       |

#### 4.3.2 - Number of Computers

1068

| File Description                  | Documents                 |
|-----------------------------------|---------------------------|
| Upload any additional information | <a href="#">View File</a> |
| List of Computers                 | <a href="#">View File</a> |

#### 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 | <a href="#">View File</a> |

#### 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)

214.6

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | No File Uploaded          |
| Audited statements of accounts  | <a href="#">View File</a> |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | <a href="#">View File</a> |

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.

Maintenance of existing facilities and generating the new ones are performed through permissible budget, duly approved by BoG, where requirements are primarily raised prior to the commencement of academic session. Campus engineer looks after maintenance and upkeep of infrastructure, housekeeping staff for regular cleanliness of premises, ACs and water cooler maintenance are carried out through AMC, electrician for repair and maintenance of electrical works. Track of consumption/stock of spares and consumables are maintained through stock/issue register. Asset register is upgraded with copy of invoice. First aid kits and fire-system are periodically checked. Auditorium and seminar halls, projectors and sound systems are maintained on regular basis. Books and journals are maintained against disfiguring. Maintenance of computing, and network infrastructure is carried out by the systems division. Health-check of computers and ICT tools are done on regular basis by respective technical assistants. Indoor and outdoor game facilities, common room facilities are maintained through standard monitoring procedure. Clean and hygienic drinking water is available in campus. Overhead water tanks are cleaned periodically. All toilets are wet cleaned every day. The campus has power backup facilities which are monitored on regular basis. Canteen maintenance committee takes care of food quality, overall cleanliness and hygiene.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | No File Uploaded  |
| Paste link for additional information | <a href="https://rcciit.org/beyondCurricula/gallery.aspx">https://rcciit.org/beyondCurricula/gallery.aspx</a> |

| STUDENT SUPPORT AND PROGRESSION   |                            |
|---|----------------------------|
| <b>5.1 - Student Support</b>  |                            |
| <b>5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>   |                            |
| <b>5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>   |                            |
| 265   |                            |
| File Description  | Documents                  |
| Upload self attested letter with the list of students sanctioned scholarship  | <a href="#">View File</a>  |
| Upload any additional information   | <a href="#">View File</a>  |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)  | <a href="#">View File</a>  |
| <b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>  |                            |
| <b>5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>   |                            |
| 17  |                            |
| File Description  | Documents                  |
| Upload any additional information   | <a href="#">View File</a>  |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)  | <a href="#">View File</a>  |
| <b>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</b> | <b>A. All of the above</b> |

| hygiene) ICT/computing skills   |   |
|---|---|
| File Description  | Documents   |
| Link to Institutional website   | <a href="https://rcciit.org/">https://rcciit.org/</a> |
| Any additional information  | No File Uploaded                                      |
| Details of capability building and skills enhancement initiatives (Data Template)   | <a href="#">View File</a>                             |
| <b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>  |   |
| 391   |   |
| <b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>  |   |
| 391   |   |
| File Description  | Documents   |
| Any additional information  | <a href="#">View File</a>                             |
| Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)  | No File Uploaded                                      |
| <b>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</b> | <b>A. All of the above</b>                            |

| File Description   | Documents                 |
|--|---------------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | <a href="#">View File</a> |
| Upload any additional information  | No File Uploaded          |
| Details of student grievances including sexual harassment and ragging cases  | No File Uploaded          |

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

391

| File Description   | Documents                 |
|--|---------------------------|
| Self-attested list of students placed                        | <a href="#">View File</a> |
| Upload any additional information                            | <a href="#">View File</a> |
| Details of student placement during the year (Data Template) | <a href="#">View File</a> |

### 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

6

| File Description                                   | Documents                 |
|--|---------------------------|
| Upload supporting data for student/alumni          | <a href="#">View File</a> |
| Any additional information                         | <a href="#">View File</a> |
| Details of student progression to higher education | <a href="#">View File</a> |

### 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**

10

| File Description   | Documents                 |
|--|---------------------------|
| Upload supporting data for the same  | <a href="#">View File</a> |
| Any additional information   | No File Uploaded          |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | <a href="#">View File</a> |

### 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.**

7

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

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

**Students of this Institute are actively engaged in various administrative, co-curricular and extracurricular activities**

through different duly constituted committees, professional chapters and clubs. Student Welfare Committee is the main student representative body which actively conducts annual technical, cultural and sports activities through respective sub-wings where general secretary and other secretarial roles are selected among students' representatives through voting process. NSS Student Chapter perform yearlong activities on environment awareness, tree plantation, events on gender sensitization, food and garment distribution as a part of relief activities, working with orphan-age homes, literacy drives, celebration of national days etc. Second year students takes lead role in organizing fresher's welcome ceremony 'BIHAN' and first year arranges festival of Devi Saraswati 'SARADE'. Students have been inducted in IQAC and Institution Innovation Council (IIC) for sharing views in adopting best practices and actively contributing State and National level Hackathons respectively. Student members are also present in different committees related to Anti-ragging and Institutional Complaint Committee (ICC) constituted in accordance with 'AICTE's VISHAKHA' regulation. They participate in various professional chapter and club activities under the supervision of respective adviser/mentor. Publication of departmental annual wall-magazines and tech-magazines showcase their active involvement and significant contributions.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://rcciit.org/institute/committee.aspx">https://rcciit.org/institute/committee.aspx</a> |
| Upload any additional information     | No File Uploaded  |

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

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

17



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

#### 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

Registered alumni association of RCCIIT offer a number of opportunities for graduates to stay in touch with their college and fellow alumni while also expanding their professional networks to enhance their professional opportunities. They offers career counselling, seminars, webinars, and networking events, providing helpful information about the job market and technology trends. Mock interview sessions are conducted for pre-final year students to groom them before their placement drive starts. Their input often helps us to bridge the gap between university curriculum and industry best practices. Association also offers wealth of career services to help students to find job opportunities. as a part of Departmental Advisory Board (applicable for all departments), members suggest suitable electives, trend of new technologies, offering webinars / seminars, special training programs / tutorials. There has always been a frequent contact with our alumni in individual, departmental or institutional level, regarding the whereabouts through Connect-to-Alumni program. Alumni association is also planning to host job boards on the website and/or post job listings in the college placement cell and/or through messaging services. They also offer cover letter assistance to help graduates put their best foot forward.

| File Description                      | Documents  |
|---------------------------------------|--|
| Paste link for additional information | <a href="https://www.rcciit.org.in/alumni/info.asp">https://www.rcciit.org.in/alumni/info.asp</a><br>x |
| Upload any additional information     | <a href="#">View File</a>  |

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

| File Description                  | Documents        |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

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

Governance of RCCIIT has been attributed by participative, inclusive, unbiased and transparent mechanism with effective decentralized decision-making system. Institutional Academic Committee (IAC), constituted with various nodal representatives (FICs, HoDs and functional HoDs) ensure proper implementation of the decisions and directions given by the BOG and the BOM following Institutional Mission, Vision and perspective plans which fosters continuous growth and development of all the stakeholders; leading towards excellence of the Institute. In order to implement the Outcome Based Education (OBE), department sets respective Program Specific Objectives (PSO), Program Educational Objective (PEO) and Program Specific Outcome (PSO) after taking opinions from various levels of stakeholders and processing through PAC (Program Assessment Committee) and DAB (Departmental Advisory Board). Thrust areas like training, placement, academic outcome, alumni connect, student activities etc. for nurturing holistic growth is fulfilled with participative management policy. The Institute has different committees, comprises of FICs, HoDs/functional heads, faculty members and student representatives (wherever needed) for implementation of different statutory norms and institutional functions. Conscious effort is given so that responsibility of acting as members or conveners (of committees) is distributed among all faculty members. BOG also

has representation from faculty following the guidelines of AICTE.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://www.rcciit.org.in/institute/about.aspx">https://www.rcciit.org.in/institute/about.aspx</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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

Decentralization and participatory management is reflected in all the decision making process involving regular academics, student and alumni affairs, training & placement, research etc. Respective nodal coordinators/conveners are provided considerable authority for taking collective decisions through meetings/discussions for fostering holistic growth in respective areas of responsibilities. Faculty In-charges are assigned for looking after key functional areas with defined functionalities and responsibilities for betterment of the Institute. Departmental and functional HoDs look after respective affairs as per Institute guideline. FIC Academics monitor advice and support academic departments to fulfil statutory rules and requirements of AICTE, University etc, in addition with feedback analysis, organize academic audit. FIC, SA & SW is concerned with student related activities and issues like disciplinary/fests/welfare/extracurricular/co-curricular etc. FIC, T&P is responsible for planning and execution of training and placement activities for students and also communicate with recruiting companies. FIC, LA advises for making institutional decisions having legal implications and essentially in all legal matters, statutory issues etc. FIC, Alumni is responsible to develop and strengthen the institutional alumni network, plan and execute alumni activity and ensure alumni contribution towards welfare of the institute. Conveners of respective areas are also looking after respective attributes for the same goal.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://rcciit.org/institute/committee.aspx">https://rcciit.org/institute/committee.aspx</a> |
| Upload any additional information     | <a href="#">View File</a>   |

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic planning of RCCIIT is already proved as immensely effective for all stakeholders, through diversity in academics, professional activities, social-cultural outreach, research outcome and industrial readiness. Following NEP 2020 guideline, academics at RCCIIT offers beyond classroom flexibility through various MOOC courses, additional course related project works coding skill development activities; own video lectures and presentations, hybrid mode of classes. Research is already flourished in international and national level as reflected by quality of publications by both faculties and students. Several professional activities are organized in periodic manner for holistic development, which is further augmented by NSS unit for social cause. This is one of the strongholds of the Institute where orphanages and schools of underprivileged children are greatly benefited. Training and internships are another part of the leadership where a lot of students get chance to earn from industries through Internshala and other similar platforms during the four-year programme. Cutting-edge courses are introduced in post-graduate level instead of conventional ones. Project-based learning is one of the major initiatives as taken by the Institute with a thrust on research outcome. Innovation council and Industry-Institute collaborations are reflected through a good number of MOUs.

| File Description                                       | Documents   |
|--|---|
| Strategic Plan and deployment documents on the website | <a href="#">View File</a>   |
| Paste link for additional information                  | <a href="https://www.rcciit.org.in/institute/download/Strategic_Plan_deployment.pdf">https://www.rcciit.org.in/institute/download/Strategic_Plan_deployment.pdf</a> |
| Upload any additional information                      | <a href="#">View File</a>   |

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Board of Management (BoM) headed by the Chairman is the apex body having all the power in framing the strategic plans, regulations, guidelines, and policies for the Institution in consultation with the Governing Body of the Institution (BoG). BoG is responsible for smooth operation of the Institute including finance, human resource, academics, research and infrastructure arrangements with a keen focus on vision, mission and quality policy. At Institutional level, IQAC (Internal Quality Assurance Cell) and IAC (Institutional Academic Committee) are the two major wings which work in synchronization for overall all-inclusive growth. Several committees with pre-defined focused objectives are constituted for looking after the daily affairs as well as accreditations/ranking of the Institute. Social media cell works as e-mouthpiece of the Institute for outside campus affairs. Appointment and service rule of the Institute is as per the guideline of Govt. of West Bengal. Administration includes admission, exam, and other functional points for conducting daily affairs. Mutual correlations exist between all the committees and their functionalities which is the key in making progress of the Institute in a continuous manner, duly justified in latest accreditations received from NAAC and NBA.

| File Description                              | Documents   |
|---|---|
| Paste link for additional information         | <a href="https://www.rcciit.org.in/institute/rules.aspx">https://www.rcciit.org.in/institute/rules.aspx</a> |
| Link to Organogram of the institution webpage | <a href="https://www.rcciit.org.in/institute/org.aspx">https://www.rcciit.org.in/institute/org.aspx</a>     |
| Upload any additional information             | <a href="#">View File</a>   |

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

**B. Any 3 of the above**

| File Description   | Documents                 |
|--|---------------------------|
| ERP (Enterprise Resource Planning) Document  | No File Uploaded          |
| Screen shots of user inter faces   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | <a href="#">View File</a> |

### 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 policies, truly reflected by faculty and staff retentions. Major initiatives are:

For Teaching Staff:

- 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 in different University/Institute where a faculty member is enrolled
- Retirement benefit includes Gratuity and Leave Encashment (covered under LIC scheme) as per the State Govt. rules
- On-duty leave is granted to a faculty member for invited talk/chairing session/participation in technical events/presenting paper
- Each faculty member is provided necessary infrastructure, computing facility, internet access and common printing facility

For Teaching/Non-Teaching 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
- Study-leave of maximum 2 years granted to regular staff for pursuing higher studies/training/research in India or abroad (with pay protection as per Institute norms)
- Reimbursement is provided against premium paid towards personal Mediclaim policy

- Facility of Group Mediclaim policy enjoyed by willing staff with entire family coverage

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://rcciit.org/institute/download/Service_Rules.pdf">https://rcciit.org/institute/download/Service_Rules.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

### 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

4

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | No File Uploaded          |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | <a href="#">View File</a> |

### 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

1

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

### 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

37

| File Description  | Documents                 |
|---|---------------------------|
| IQAC report summary   | No File Uploaded          |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers)              | No File Uploaded          |
| Upload any additional information   | No File Uploaded          |
| Details of teachers attending professional development programmes during the year (Data Template) | <a href="#">View File</a> |

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

Following AICTE guideline and ROPA rule of W.B Govt, well-defined performance appraisal system is implemented for teaching and non-teaching staffs respectively as briefed below:



**Faculty:** Faculty members apply to Registrar for availing promotion under Career Advancement Scheme (CAS) using year-wise Performance based Appraisal System (PBAS) along with all supportive enclosures and duly signed by concerned HoD after completing their requisite service tenure as per AICTE norms. Incumbent appears to the interview after data verification and validation by Internal CAS committee and thereafter screening committee (constituted by Principal and approved by Chairman of BoG). Based on the recommendation by external experts and duly approval of BoG, incumbent receives the promotion.

**Non-teaching:** Promotion of non-teaching staff are awarded as per ROPA rules after completion of 8 years of service in a particular grade pay. A self-appraisal form is forwarded to them by Registrar's office, additionally feedback from concerned Head of the Department/Cell is collected. combined evaluation is carried out based on the feedback and self-appraisal form, which are thereafter placed to an internal committee formed by the Principal. Promotion is awarded to the concerned incumbent with due approval of the competent authority based on the satisfactory recommendation of the committee.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://rcciit.org/institute/download/Service_Rules.pdf">https://rcciit.org/institute/download/Service_Rules.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

## 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 | Nil                       |
| Upload any additional information     | <a href="#">View File</a> |

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

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

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

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

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 | Nil              |
| Upload any additional information     | No File Uploaded |

## 6.5 - Internal Quality Assurance System

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

Institutional Academic Council has been incepted in the year 2015-16 for monitoring structural progress leading towards academic development of the Institute. IAC primarily focused on regular academic activities, various modes of evaluation process, project-based teaching-learning implementation,

prototype development, encourage students for participation in professional technical activities etc.

IQAC was formed in 2018-19 to augment the process with special focus on skill development to meet up industry needs. These includes special classes on coding competency development, engaging alumni more intensely to deliver special lectures on innovative technologies which are now part of industry's best practices, arranging mock interaction or interview sessions for final and pre final year students to orient them for placement drives. It also plays key role for Institutional accreditation, ranking and OBE implementation.

IQAC has also introduced some best practices as a part of student outreach activities for societal development through 'Connect to School' events. IQAC has also emphasized on regularly organizing "Connect to Parents" events where faculty members directly interact with parents and guardians, gather their collective feedback, and attempts to implement those suitably. Goal of IQAC is to provide better campus life and make the students good and responsible human being.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://iqac.rcciit.org.in/">https://iqac.rcciit.org.in/</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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.

**Teaching-Learning process:**

IQAC always speaks in favour of hybrid mode of teaching. In the post-pandemic period, faculty members took online classes using the infrastructure from college, and laboratory classes are mostly conducted using V-lab (developed by IITs) for hardware experiments. A few recorded video experiments are also shown where equivalent experiments are not available. Software-

oriented laboratories are conducted using open-source software's and free software's. Few video lectures are uploaded in public channels, and similar initiatives are taken for presentations also. In the even semester, offline modes were used for classes and labs, however, doubt clearing classes and coding classes are conducted in online mode.

#### Evaluation process

Evaluation is processed as per University guideline, in both the semesters; in online and physical modes respectively for odd and even semesters.

#### Performance Analysis

Based on the results, CO, PO and PSO are computed and checked with the existing threshold. For better outcome, threshold is raised for the upcoming semester for that corresponding subject. IQAC also thrusts on project-oriented learning with proper outcome published in the form of paper/IPR.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://iqac.rcciit.org.in/">https://iqac.rcciit.org.in/</a> |
| Upload any additional information     | No File Uploaded  |

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

**A. All of the above**

| File Description   | Documents   |
|--|---|
| Paste web link of Annual reports of Institution                                    | <a href="https://rcciit.org/downloads/data/Annual_Report_2021-2022.pdf">https://rcciit.org/downloads/data/Annual_Report_2021-2022.pdf</a> |
| Upload e-copies of the accreditations and certifications                           | <a href="#">View File</a>   |
| Upload any additional information  | No File Uploaded  |
| Upload details of Quality assurance initiatives of the institution (Data Template) | <a href="#">View File</a>   |

## 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

Following initiatives are taken by the Institute to promote gender equity:

[i] Recruitment: Selections are made only based on interview following AICTE/State Govt. guidelines which results 32% female faculties and 14% female staffs at present.

[ii] CAS: Equal opportunities are provided for career advancement/promotion as applicable as per institute service rules and statutory guidelines.

[iii] Special Leaves: female faculty/staff members have been granted Child Care Leave (of maximum 2 years) and Maternity Leave (180 days) on application.

[iv] Academic/Administrative Responsibilities: For assigning academic/administrative/additional responsibilities, gender equity concept is followed.

[v] Facility/Recognition: Equal facility for PhD work (weekly half day leaves), study leave, training (FDP, Workshop) has been given to staffs and duly recognized based on feedback/performance irrespective of gender.

[vi] Gender Equity in Students: separate common room facilities, representations in institutional committees are

ensured.

[vii] Awareness Programs: awareness programs on gender sensitivity including Women's day are organized by the NSS team in the campus. Female faculty and staff members, students are informed about various laws and rights available for their empowerment.

[viii] Safety, Security and Counselling: Internal Complaint Committee comprising lady faculty and staff members is vigilant to ensure prevention and prohibition of sexual harassment of women employees and students.

| File Description   | Documents   |
|--|---|
| Annual gender sensitization action plan  | <a href="https://rcciit.org/institute/download/Gender_sensitization_action_plan.pdf">https://rcciit.org/institute/download/Gender_sensitization_action_plan.pdf</a> |
| 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 | <a href="https://rcciit.org/institute/download/Gender_sensitization_action_plan.pdf">https://rcciit.org/institute/download/Gender_sensitization_action_plan.pdf</a> |

**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         | <a href="#">View File</a> |
| Any other relevant information | <a href="#">View File</a> |

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

**Institute adopted following waste management policies for greener campus:**

[i] Solid Waste Management: Biodegradable and non-biodegradable wastes are kept in separate bins placed in optimum no. of locations throughout the campus, which are disposed off by municipality. Awareness is raised for plastic-free campus. Scrap Committee becomes responsible for selling out the scrap furniture and materials other than e-waste

[ii] Liquid Waste Management: Liquid waste generated in canteens, chemical lab and other sources within the campus are passed away smoothly through the drainage systems to the internal sewer lines connected to the underground municipality sewer lines, without making any harm of the existing ecosystem. Public bathing, washing of clothes/utensils are completely restricted in waterbodies.

[iii] Waste Recycling: Garden wastes (dry leaves/branches /flowers/fruits) and waste vegetables/peels are collected and used for making compost through natural decomposition, which functions as source of fertilizer. Disposal of vegetable wastes are prohibited outside bins throughout the campus.

[iv] e-waste Management: Being an IT Institute, care has been taken for e-waste management. In-line with statutory e-waste management guidelines, proper protocol and procedures are followed in terms of collection, segregation (from general waste), handling and disposal. Total collected e-wastes are sold to retailer as recyclable scrap

| File Description  | Documents                 |
|---|---------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | <a href="#">View File</a> |
| Geo tagged photographs of the facilities  | <a href="#">View File</a> |

**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**

**B. Any 3 of the above**



| File Description                                  | Documents                 |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | <a href="#">View File</a> |
| Any other relevant information                    | No File Uploaded          |

### 7.1.5 - Green campus initiatives include

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

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

**A. Any 4 or All of the above**

| File Description   | Documents                 |
|--|---------------------------|
| Geo tagged photos / videos of the facilities                       | <a href="#">View File</a> |
| Various policy documents / decisions circulated for implementation | No File Uploaded          |
| Any other relevant documents                                       | <a href="#">View File</a> |

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

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

**C. Any 2 of the above**

| File Description  | Documents                 |
|---|---------------------------|
| Reports on environment and energy audits submitted by the auditing agency | No File Uploaded          |
| Certification by the auditing agency                                      | No File Uploaded          |
| Certificates of the awards received                                       | No File Uploaded          |
| Any other relevant information  | <a href="#">View File</a> |

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

**B. Any 3 of the above**

| File Description   | Documents                 |
|--|---------------------------|
| Geo tagged photographs / videos of the facilities                        | <a href="#">View File</a> |
| 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   | <a href="#">View File</a> |

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).

**In RCCIIT, cultural, regional and linguistic diversity is primarily caused by admission of students hailing from regions outside West Bengal (from neighbouring states like Bihar, Orissa, North East India) through the 10% JEE Main quota and**

Kashmiri students get admitted through PMSS scheme. The language of instruction is strictly English for all, irrespective of their linguistic and regional background. Institutional legacy and culture are familiarized through Induction program. Various professional, technical, sports, cultural activities are organized by student chapters and Institute affiliated clubs which provides platform to make diverse socio-bonding along with growth of team spirit. All the stakeholders enjoy holidays for religious festivals of their own religion as well as for others also, which brings all on a common inclusive platform to reinforce the internal harmony. As far socio-economic diversity is concerned, Institute maintains the balance by protecting the weaker and underprivileged groups through admission in each course with reserved categories as per State Govt. norms. Free-ship and scholarships schemes (State & Central Govt.) are provided on the basis of merit and financial status. The Student Welfare Committee, NSS Unit, Anti-Ragging Committee and ICC are functional for protection of basic rights & respect, tolerance and harmony among all communities.

| File Description   | Documents                 |
|--|---------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | <a href="#">View File</a> |
| Any other relevant information   | <a href="#">View File</a> |

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

In a nutshell, Mission of the Institute is to ensure holistic growth of students for making a good human being and responsible citizen for the Society. Along with professional and technological development, human values are also treated equally for holistic growth, and therefore, Institute took initiative to appoint Universal Human Values (UHV) Coordinators. Faculties have completed UHV-I program, students just after admission, are sensitized through SIP (Student Induction Program), and faculties have also attended workshops for value-based pedagogy. Institute has also taken a long-term holistic approach to sensitize students and staff about constitutional obligations, values, rights and responsibilities through following activities. All important National days that are pertinent to unity and integrity of India, are celebrated

with due respect, mostly through NSS unit. While AICTE has made UHV 1 course mandatory for the first year students, the UHV II course has been made Credit-based for the second year students. University has made Indian Constitution - an Audit-based course for the third year students and Ethics & Values course was included in the syllabus for long. a perfect blending of UHV and SIP helps students to make aware about Social, Economic and Political Justice along with Liberty of thoughts.

| File Description   | Documents   |
|--|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | <a href="https://nss.rcciit.org.in/">https://nss.rcciit.org.in/</a> |
| Any other relevant information   | Nil   |

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

C. Any 2 of the above

| File Description   | Documents                 |
|--|---------------------------|
| Code of ethics policy document   | <a href="#">View File</a> |
| 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 | No File Uploaded          |
| Any other relevant information   | <a href="#">View File</a> |

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

National/International commemorative days are regularly celebrated in RCCIIT, coordinated by the NSS unit to maintain a healthy work environment, as well as to make learners conscious of international issues and aware of national pride and rich cultural legacy. The college has a pluralist approach to all religious functions/festivals and encourages students and employees. Among the various events, Independence Day, Republic Day, International Day for Preservation of the Ozone Layer, Swachhata Divas, World Environment Day, Jal Divas, Wild Life Week and other a few religious events are celebrated. Awareness of global response against Ozone layer depletion is one of the major techno-flavoured events which are in tune with NEP 2020 for holistic growth. Swachhata Divas has the major objective of cleanliness drive with special attention on plastic waste and e-waste in the campus premises. World Environment Day by the NSS unit by organizing plantation drive, students sit & draw competition on pollution and wild life and also by arranging seminars by environmentalists. Jal Divas was celebrated to create awareness of wastage and conservation of water resource. In addition to the above, Teacher's Day, Engineers Day, International Women's Day, International Yoga Day, Saraswati Puja, Viswakarma Puja are celebrated in the Institute.

| File Description  | Documents                 |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | <a href="#">View File</a> |
| Geo tagged photographs of some of the events  | <a href="#">View File</a> |
| 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: Measures initiated by the institute for the promotion of gender equity:** RCCIIT provides equal opportunities to both section of genders in terms of career development, training and promotion, co-curricular, extra-curricular and outreach activities, representation in departmental and institutional committees, access common facilities and resources along with social and cultural respect. Here equal implies equivalent in terms of rights, benefits, obligations,

opportunities. Institute regulation & policy guidelines for admission, recruitment, administrative functioning & academic activities safeguard interests of the students, faculty & staff without any differentiation to their gender through open and transparent system.

**BEST PRACTICE-2:** Measures initiated by the institute in maintaining natural ecosystem, fostering environmental care and standard waste management practices: RCCIIT has initiated several measures towards environmental protection and to foster a sense of environmental care, e.g., e-waste management, maintaining water bodies, developing greenery across the campus, using solar and wind energy. Garden wastes (dry leaves/branches/flowers/fruits) and waste vegetables/peels are collected and used for making compost through natural decomposition. The Institute regularly takes the drive to add to the existing biodiversity by planting more all-season trees. NSS unit organizes events like reservation of Ozone Layer, Wildlife Week, World Environment Day, Jal Diwas through various activities.

| File Description                            | Documents   |
|---|---|
| Best practices in the Institutional website | <a href="https://www.rcciit.org.in/institute/download/Institutional_Best_Practices.pdf">https://www.rcciit.org.in/institute/download/Institutional_Best_Practices.pdf</a> |
| 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

Institute has taken initiative for scaling up the research through PRIDE (P: Patents, Products, Publications; R: Research; I: Innovation; D: Design; E: Entrepreneurship) project. Institutional Research Committee takes a lead role in to frame and implement in-house research/project policies and promote research, innovation and publication by the students and faculty. At least one published/accepted conference paper or book chapter in edited volume has been made mandatory for the M.Tech students before submission of dissertation. IRC has mandated student projects from pre-final year. Further, to translate the research ideas of UG students, research labs and central computing labs are provided where the students from

their pre-final year are allowed to design models/software and experiment with trial runs. Students already received several awards/laurels in National/State-level project/modelling/development competitions. Several research laboratories (QualNet 6.1 Lab, IoT Lab, Embedded System Lab, Renewable Energy Lab, Wireless Sensor Network Research, APJ Abdul Kalam Research Lab, Microwave Anechoic Chamber) promote and facilitate the work, duly reflected by quality of publications and IPRs filed. Institution's Innovation Cell works towards spreading the awareness of IPR. To promote research culture in the institute, different departments organize Conferences/Symposiums on niche areas. Holistic growth of the Institute is a fruit of this perseverance.

| File Description                             | Documents                 |
|--|---------------------------|
| Appropriate web in the Institutional website | <a href="#">View File</a> |
| Any other relevant information               | <a href="#">View File</a> |

### 7.3.2 - Plan of action for the next academic year

Institute will focus towards sponsored research and consultancy works more in the next academic year with a direction towards IPR (Intellectual Property Right). Dedicated policy will be taken for more entrepreneurship activities through proper training and mentoring by Entrepreneurship DEVELOPMENT Cell (EDC). More technical activities in the domain of cutting-edge tools may be organized by professional societies. Institute is also dedicated towards humanity, and therefore, NSS unit will be encouraged to come up with more innovative ways to establish a holistic relationship with the neighbouring region, and with Society. Students will be encouraged to do projects in the cross-disciplinary areas, as per the guideline of NEP 2020. Industry Institute Partnership Cell (IIPC) will take lead role in establishing Industry collaboration and joint projects. Institute Innovation Council (IIC) will take further responsibility to nurture and develop innovative mindset through organization of various webinars and workshops. Institute will also look after skill based training for faculties so that emerging technologies can be taught in future in the form of certificate courses/diploma/degree. In a nutshell, RCCIIT will remain dedicated for inclusive growth of the students in the professional field with a proper concern towards environment and mankind.