



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1. Name of the Institution

Ram Lakhan Singh Yadav College
Ranchi

- Name of the Head of the institution **Dr. J. P. Singh**
- Designation **Prof-in-charge**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **0651-2543439**
- Mobile no **9835900420**
- Registered e-mail **rlsycollegeranchi@gmail.com**
- Alternate e-mail
- Address **kokar**
- City/Town **Ranchi**
- State/UT **Jharkhand**
- Pin Code **834001**

2. Institutional status

- Affiliated /Constituent **constituent**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Ranchi University**
- Name of the IQAC Coordinator **Dr. Mridula Prasad**
- Phone No. **9431188922**
- Alternate phone No. **9835320168**
- Mobile **9431188922**
- IQAC e-mail address **iqac.rlsy@gmail.com**
- Alternate Email address

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://rlsycollege.ac.in/assets/uploads/AQAR%2021-22.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://rlsycollege.ac.in/academics/calendar>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.86	2019	20/05/2019	19/05/2024

6. Date of Establishment of IQAC

15/07/2014

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
0	0	0	0	0

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 3

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

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

Post-Covid challenges of encouraging the students to attend offline classes the IQAC suggested the departments to motivate their students to come for offline classes.

Year 2022 was the Golden Jubilee Year of the institution so plans were undertaken to organize several competitions and activities for the students and faculty.

The alumni and retired teachers were acknowledged on the Golden Jubilee Day.

Under the guidance of Ranchi University the FYUGP under NEP 2020 was introduced in 2022.

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
Post-Covid challenges of encouraging the students to attend offline classes.	Organizing of programmes and activities to incentivize students to attend regular classes.
Celebration of Golden Jubilee	Three days Golden Jubilee celebration with different competitions and cultural programmes.
Introduction of FYUGP under NEP 2020	Successful implementation of FYUGP through conduction of seminar, modification of master routine, distribution of new courses to concerned departments and conducting special classes for IVS and Common courses.

13. Whether the AQAR was placed before statutory body? No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	Ram Lakhan Singh Yadav College Ranchi
• Name of the Head of the institution	Dr. J. P. Singh
• Designation	Prof-in-charge
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• Address	kokar
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• Type of Institution	Co-education
• Location	Urban
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• Name of the IQAC Coordinator	Dr. Mridula Prasad

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• Alternate phone No.	9835320168				
• Mobile	9431188922				
• IQAC e-mail address	iqac.rlsy@gmail.com				
• Alternate Email address					
3.Website address (Web link of the AQAR (Previous Academic Year))	https://rlsycollege.ac.in/assets/uploads/AQAR%2021-22.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://rlsycollege.ac.in/academics/calendar				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.86	2019	20/05/2019	19/05/2024
6.Date of Establishment of IQAC			15/07/2014		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
0	0	0	0	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			3		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?			Yes		

<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>Post-Covid challenges of encouraging the students to attend offline classes the IQAC suggested the departments to motivate their students to come for offline classes.</p>		
<p>Year 2022 was the Golden Jubilee Year of the institution so plans were undertaken to organize several competitions and activities for the students and faculty.</p>		
<p>The alumni and retired teachers were acknowledged on the Golden Jubilee Day.</p>		
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13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	28/02/2024

15. Multidisciplinary / interdisciplinary

R.L.S.Y College is a constituent College under Ranchi University offering courses in Commerce, Humanities, Social Science, Science and Vocational Courses. The Institution follows the Ranchi University NEP 2020 curriculum and offers various multidisciplinary and interdisciplinary courses at UG levels under the FYUGP guidelines. From academic year 2022 the institution has initiated new courses in form of IVS (Introductory Vocational Studies), common courses like

Understanding India and Yoga Health and Wellness and major and Minor papers offered by different departments. This would motivate the students to think out of the box and provide opportunity for overall growth and development.

16.Academic bank of credits (ABC):

Academic Bank of credits (ABC) is not initiated in the institution yet.

17.Skill development:

The previous academic curriculum has provision for the skill development of students through courses like Computer Application, Skill enhancement (Business Communication, Soft skill, Academic writing, Add-on course (certificate, diploma, advanced diploma) in Yoga, Commupter application and Information Technology. With the introduction of FYUGP since 2022 the institution offers various vocational courses like organic farming, functional hindi, e-filing of income tax etc.

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

The Indian Knowledge system is one of the most oldest system having glory of distribution of knowledge world wide. The NEP intends to focus on it and thereby offers courses to enhance the Indian Knowledge system. The institution therbeby follows the NEP guidelines at UG and PG levels to restore its past glory. The institutions has a tribal regional language department which offers couses in Indian Tribal Language like Nagpuri, Mundari, Khortha, Kurmali, and Kurukh at UG/PG level. The academic curriculum of these courses include engagement with understanding the Indian cultures and specifically the tribal culture and knowledge system. The institution also celebrates local tribal festivals along with mainstream Indian festivals which creates awareness and appreciation for diverse Indian Cultures. The classes are conducted multilingually (Hindi, English, Urdu, Bangla, Nagpuri, Kurukh, Mundari, Kurmali, Khortha).

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

The learning outcomes of the CBCS and FYUGP curricula are already displayed on the college website. Prior to the commencement of the programmes, the teachers make and effort to inform the students of the learning outcomes. The teaching and learning in the college classrooms is also geared towards meeting the learning outcomes.

20.Distance education/online education:

The institution does not offer any distance /online education to students.

Extended Profile**1.Programme**

1.1

34

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

File Description	Documents
Data Template	View File

2.Student

2.1

5875

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

3461

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

File Description	Documents
Data Template	View File

2.3

1240

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1

24

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded
3.2	41
Number of sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1	28
Total number of Classrooms and Seminar halls	
4.2	1560841
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	25
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The College is constituent and affiliated to the Ranchi University and adheres to the curriculum designed and prescribed by the University. The college has a well-qualified teaching staff appointed as per the state government, UGC and affiliated University norms. The annual academic calendar is prepared by the college core committee so that the activities are planned accordingly. Time table plays a vital role in execution of teaching plan. The Time Table is prepared and circulated to all departments and also displayed on the notice board for the students. The head of the department organises a departmental meeting of faculty on the first day of the academic year to discuss the departmental issues and distribution of workload among the faculty and ensure it is documented properly. Faculty members make extensive use of various ICT tools for an effective

curriculum delivery.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://rlscollege.ac.in/gallery/photo

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

The institution adopts the Continuous Internal Evaluation (CIE) system as a part of a sound educational strategy to evaluate all aspects of student's development throughout the year. The academic departments adopt various modes of evaluation methods under the CIE such as Unit Tests, Tutorials, Home Assignments, Surprise Tests, Viva-voce, Research Projects and Student Seminars.

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

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

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

34

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

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

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

0

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)	No File Uploaded

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

The college implements curriculum designed by Ranchi University across all academic programmes. The affiliating university has taken care of crosscutting issues related to Professional Ethics, Gender, Human Values, Environment and Sustainability through the syllabi of certain core and elective course as follows:

Human Values and Professional Ethics: 1. The Commerce Programme for UG incorporates a course on business ethics. 2. The Philosophy Honours Programme offers course on human values by teaching the thoughts of great thinkers and Philosophers. 3. The stories and poetries in Hindi and Urdu literature also tries to teach human values in the form of moral lessons. 4. There are many courses offered under the English Honours Programme and Geography Honours Programme that teach valuable lessons in human values and ethics.

Gender: 1. The English Honours Programme offers a course to acquaint learners with the politics of region, race and gender in former colonial states. 2. Sociology as a subject also addresses issues related to violence against women, low status of women in society its causes and remedies. 3. Psychological aspects of these issues are very well discussed in Applied social psychology and Psychology of social issues.

Environment and Sustainability

1. A compulsory course on Environment Studies is taught to students of all UG departments in Semester 2.

The Economics Honours Programme offers a course to teach students the importance of design and implementation of environmental policy, environmental valuation methods and applications and relevance of sustainable development.

1. B.A Geography Hons. also provide a course on "Resource Geography" and "Environmental Geography".

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

3

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

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

186

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

D. Any 1 of the above

from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://rlsycollege.ac.in/assets/uploads/Feedback Analysis 22 23.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://rlsycollege.ac.in/assets/uploads/Feedback Analysis 22 23.pdf

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

2165

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1770

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The college recognizes that the learning interest and pace of every student is different and plans accordingly to deliver learner centric teaching-learning. Class tests, mid-sem exams and class responses helps to asses slow and advanced learners. Advanced learners were promoted and encouraged to enhance their knowledge through e-books and subject specific journals and magazines. They are also offered special career counselling and guidance for placements and better career planning and growth. Special importance and attention is given to the slow learners by personalized counseling on a one to one basis in remedial classes conducted for them. When necessary personal telephonic guidance is also given from time to time to slow learners. They were also provided with scanned copies of specific chapters and link of e-books through whatsapp and in class too. Question bank and Model questions were prepared to help the students.

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

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

Number of Students	Number of Teachers
5875	22

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Teaching and learning in the College has always been student centric. Students are encouraged to participate actively in departmental activities and seminars as well as seminars conducted by the other institutions. Participative learning is promoted through facilitated and guided leadership among the students, which enables them to be active voluntary participants in community service. Community Service is also promoted in the College, which encourages students, specially NCC and NSS students to identify the neighborhood needs, find solutions and execute the action effectively. Special days like Yuva Diwas (Vivekanand Jayanti), Science Day, Yoga Day, Hindi Diwas, Samvidhan Diwas etc were celebrated in college to aware the students about such events and for their healthy participation. To enhance learning experiences programmes such as practical examinations, project work, field visits, internships, and excursions are organized by different departments of the college.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://rlscollege.ac.in/gallery/photo

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

The college has been continuously working to be a technically competent institute in its teaching learning process by adopting the latest technologies . Besides the conventional mode of teaching, all teachers of the college use ICT enabled tools, like, YouTube, audiovisual tutorials. Seminars / workshops are conducted for teachers to acquaint them with the updated technology and how to use them for effective teaching learning process. Audio visual lectures enhances the learning process in interesting manner. Hence departments conduct special classes on smart screen on regular basis.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

2.3.3.1 - Number of mentors

0

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

2.4 - Teacher Profile and Quality

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

23

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

16

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

200

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

2.5 - Evaluation Process and Reforms

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

The performance and evaluation of students is done on the basis of the Mid Semester Assessment and End Semester Assessment. There are 2 internal or mid semester exams for PG students and one for UG students. The schedules of internal or mid semester exams are communicated to the students and faculty by the concerned departments. End semester examination schedules are communicated by Examination Department of the College. In case of internal evaluation, the best out of the two sets of marks are sent to the University before the End Semester Exam conducted by Ranchi University. Marks are also assigned for Projects and Assignments & Attendance which is compulsory. Besides Mid Semester exams, few departments also conduct class tests, Practice tests, quizzes, Practical and viva etc. This continuous assessment and evaluation system allows tracking of the academic progress of each student. On the other hand, it benefits the students in keeping them well informed about the modalities of the assessment criteria. This

also enables them to be conscious of their shortcomings and to improve upon it.

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

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

To ensure transparency in all assessment modes like class test, quizzes, viva-voce and assignments, answer sheets along with their marks are shown to the students to identify their weak areas. Retest is taken for poor performers. The Grievance Redressal mechanism is there to deal with the grievances of the students. It is mostly related to End Semester University Examinations- discrepancies in TR sheet, non-payment /late payment of examination fees. The grievance of students are processed through applications forwarded by the Principal to University examination department for rectification.

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.

Programme and course outcomes for all Programmes offered by the college under the FYUGP under NEP 2020 curriculum framework adopted by Ranchi University are communicated to teachers and students. Further the link of programme and course outcome is uploaded in the institutional website. The teachers make an effort to design course plans and prepare the academic calendar in accordance with the programme and course outcomes in the beginning of academic year. The students are acquainted with the programme and course outcomes so that they understand the needs and requirements of the programme and prepare themselves accordingly.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://rlsycollege.ac.in/academics/outcome
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The attainment of course outcomes are evaluated through the internal and external exams. The results of the students in different programmes show that a majority of students attain the course outcomes. The programme outcomes of the students are evaluated through the performance of the students during placements in different fields. Some of the students of the college have been able to qualify in national and state level exams which reflect the attainment of the programme outcomes of the students in their respective programmes of study.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://rlsycollege.ac.in/academics/outcome

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

1125

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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://rlsycollege.ac.in/assets/uploads/SSS_Feedback_Analysis_22_23.pdf

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)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

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

7

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

The college utilises ICT and multimedia in the classroom teaching, which helps in eliminating barriers in learning and communication, especially in the case of slow learners. The college teachers make an attempt to focus on slow learners and learners with needs to tailor the teaching process according to the situation. The flexibility used in the teaching-learning process has enabled efficient creation and transfer of knowledge. The participative and inclusive classroom is another example of how we encourage students to think out of the box and inspire students to innovate and experiment while learning.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://rlscollege.ac.in/gallery/photo

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

0

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

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

2

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

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

24

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

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

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

18

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

3.4 - Extension Activities

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

The students of the college took part in different activities during the year:

- RIIMS PondCleanliness Drive
- Cleanliness awareness program
- Tree plantation in campus
- Creation of Red Ribbon Club for AIDS awareness drive

File Description	Documents
Paste link for additional information	https://rlscollege.ac.in/gallery/photo
Upload any additional information	No File Uploaded

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

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

0

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

0

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

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

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

240

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

3.5 - Collaboration

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

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

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	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.

The campus is spread over 2.9 acres in the heart of the city. It owns building with roof of GIC sheets, with a super built up area of 2149 sq mtr. The college campus has a good green environment

with few unique trees. There are 8 CCTV surveillance cameras to ensure discipline and security in the college premises, fire extinguishers, drinking water purifiers, canteen, ramp and wheelchair for convenient access to classrooms, sanitary napkin vending machine.

Learning space- The college has a total of 26 regular classrooms and 1 ICT (LCD screen) enabled classrooms. It also has 1 ICT enabled seminar hall and 1 smart classroom. The classrooms are equipped with a sitting capacity of an average of 50 students, proper ventilation, comfortable furniture and adequate lights. **Laboratories-** Science faculties like Physics, Chemistry, Botany and Zoology have separate functional laboratories with essentials apparatus and materials required for teaching learning. In arts faculty Psychology, Anthropology and Geography have Laboratories which are also well equipped.

Computing equipments- The institution has altogether 25 functional computers placed in BCA labs, Accounts section, general section, examination, server room, and library and IQAC room. The college inaugurated a Common Service Centre with internet facility, photocopying and printing facilities for the students.

Library- Library is partially automated with more than 12000 books on various subjects. There is a reading room with a seating capacity of 20 students at a time along with journal section, reference section, encyclopedia & dictionary section for the students access.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://rlsycollege.ac.in/about/facilities

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

The college has a playground for volleyball, badminton and football. It has a cricket pitch for practice. The sports committee of the institution actively works to encourage and take students for inter-college, Inter-university and national level competitions for cricket, kabaddi, athletics, hockey etc. Students are also provided with college track suits for participating in sports events. The college also has indoor games equipments like

chess, ludo, carrom and skipping rope. The college has a cultural committee that engages students into different cultural activities. It also takes students for Inter -college and inter-university cultural competitions. There is a stage for carrying out extracurricular activities like College Day, Independence Day, Republic Day etc. There is also an "Akhra" (tribal meeting place) in the campus where small gatherings and activities related to regional and tribal festivals like Sarhul, Karma, Tusu, etc are celebrated. Akhra is also used for paying tribute to our martyrs, organizing Health Camps and for celebrating Yoga Day.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://rlscollege.ac.in/gallery/photo

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

3

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://rlscollege.ac.in/about/facilities
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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)

16

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

4.2 - Library as a Learning Resource

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

The institution's library has a partially automated ILMS software with SOUL 2.0 since 2019.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://rlsycollege.ac.in/about/facilities

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 E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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)

0

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

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

1

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

4.3 - IT Infrastructure

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

In 2016 a server room was setup in the campus which benefitted the online exam and admission fee payment. Also the general section, examination department, staff room and Accounts office have been digitalized and connected to the WiFi. A common service centre with internet, photocopying and printing facility has also been established in the college. The college website provides different kinds of information like notices, question bank, notes, feedback, etc. The college admission and examination process is completely online.

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

4.3.2 - Number of Computers

25

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

4.3.3 - Bandwidth of internet connection in the Institution **E. < 5MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

16

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

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.

There are several committees in the college that works with a mutual interaction to looks into the matters of maintenance. Some of the committees are:

1. Building Committee- It is constituted to look after the matters related to the repairing and creation of the new structures for the smooth running of classes and monitors the civil works carried

over in the college premises through frequent meetings.

2. Purchase Committee- For purchase of lab equipments, instruments, books, stationeries, furniture, sports equipments and other infrastructural facilities, the purchase committee ensures its necessity and gives approval for the same in its regular meetings and discussions.

3. Library Advisory Committee- It looks after the demands of the books made by the teachers, their rationale and places order after the final discussions in their meetings.

4. Laboratory Stock verification Committee- It does stock verification of different practical subjects and submits the list of usables and non-usables. One member from each practical subjects are the members of the committee.

5. Sports Committee- It decides the sports activity, training of students for different games and provide motivation and support.

6. Scrap Disposal Committee- This committee looks after the disposal of solid wastes of the campus through MOUs with other agency.

7. Digital Committee updates the College websites with various departmental and University level activities and informations.

8. There is a Green Committee that maintains the flora and fauna of the campus and takes up activities to promote environmental awareness.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

1992

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

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

E. none of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	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

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
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

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	No File Uploaded

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

61

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

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

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

4

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

5.3 - Student Participation and Activities

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

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

10

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

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

The students of the college actively participate in the various administrative, co-curricular and extracurricular activities. The NCC and NSS wing of the college take initiatives in different

activities and events taking place in the college. During the Golden Jubilee celebrations in 2022 students were proactive in organising and participating in the different programmes organised. The literary, cultural and digital committees of the college also have representations from students.

File Description	Documents
Paste link for additional information	https://rlsycollege.ac.in/students/representation
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

26

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

5.4 - Alumni Engagement

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

There is an alumni association of the college. However it has not been registered.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The college has been fulfilling its vision of "Karm hi Lakshya" and mission "To spread the ray of knowledge to the society" in the last 50 years and it celebrated its Golden Jubilee in November 2022. The commitment of the college to fulfil its vision for the society and institutional mission is reflected in the systematic working and friendly environment of the college. This helpsto overcome the difficulties and barriers in smooth functioning of the college and conducting the teaching-learning process in an efficient and effective manner. In 2022 the institution implemented FYUGP under NEP. The orientation program was conducted in all departements to create awareness about the new curriculum structure. Also, external expertwasinvited for a seminar on FYUGP. Steps were taken to distribute vocational courses to students according to availabilityof faculty and resources of the institute. Classes for IVS courses were introduced in the college master routine. Concerned departments were given the responsibility to conduct IVS classes under the supervision of IQ

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

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

The institution encourages decentralization and participative management of the teaching, non-teaching staff and students in academic and non-academic activities. At present there are 22 committees that are responsible for effective and smooth functioning of the institution. These committees include IQAC, administrative committee, building committee, purchase committee, class routine committee, internal assessment committee, office work-advisory committee, seminar/conference organizing committee, placement cell, library committee, digital committee, literary committee, scrap disposal committee, Women's Grievance Redressal Cell and ICC, Sports committee, Cultural committee among others. Most of the committees are formed and work under the UGC and NAAC guidelines. This ensures inclusive participation and co-ordination among different stake holders. The college also promotes decentralization and participative management by conducting meetings and deliberations with the different members of the institution from time to time. One of the best practices successfully implemented by the college is the weekly faculty meeting to discuss future plans, actions, issues, solutions and concerns related to the institution. This practice based on the belief of collective vision allows free exchange of ideas and discussions among the various faculty members to collectively tackle the problems faced by the institution.

File Description	Documents
Paste link for additional information	https://rlscollege.ac.in/igac/best-practices
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

1 The FYUGP under NEP 2020 was implemented in Ranchi University in 2022. The institution prepared for the challenges by conducting workshop for teachers under the guidance of an external expert in the college. The master routine was modified in light of the new courses. The new courses such as common and vocational courses were distributed among the different departments. The institution also made provisions to monitor the classroom teaching and learning according to the learning outcomes prescribed in FYUGP

curriculum. The institution also conducted special classes for the students.

Post Covid-19, the students seemed reluctant to attend offline classes. Thus, the institution made arrangements to encourage students to come to the college for regular classes. Many programs and competitions were also conducted in the college to create enthusiasm among the students. The teachers also tried to overcome the gaps in teaching learning process faced during Covid-19.

The college also completed 50 years of its existence in 2022. Thus, preparing for the Golden Jubilee was also a major challenge for the institution. The college also organised a fete with the participation of the students which motivated them to actively participate and enjoy the auspicious moment of Golden Jubilee.

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

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

R. L. S. Y. College has an effective and efficient institutional setup. R. L. S. Y. College is a constituent college under Ranchi University with the Principal as the head of the institution. The administrative system of the college comprises of three main bodies: General Section, the Accounts Section and the Examination Department. The General Section is headed by Head Office Assistant, who is assisted by an Assistant and two peons. General section maintains records and office documents related to the appointment, promotion and retirement of the teaching and nonteaching staff. This department is also in-charge of the admission, distribution of TC/CLC and stipend of the students. The Bursar is the head of the Accounts section. He is assisted by an Accountant, an Assistant Accountant and a Peon. This department keeps the financial records of the institution, purchases made during a financial year, fund utilization and disbursement of salary and arrears of the staff members. The institution takes the help of internal auditors to audit the financial transactions of the college every year. The Examination Section is headed by the

Controller of Examination and is assisted by the Deputy Controller. This department is responsible for conducting of various examinations (Theory/Practical) maintain exam-related records.

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

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

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution has taken effective welfare measures for teaching and non-teaching staff. These measures include pension benefits to teaching and non-teaching staff, casual leaves, advance salary for festivals or special needs, medical leaves, half pay leave, benefit of lien, loans against PF account, study leave for teachers, restricted holidays, special leaves (additional casual leave) for female staff, maternity leaves, child care leaves and paternity leaves.

Apart from the abovementioned benefits, the college promotes academic excellence and research, and provides necessary support

to its teaching staff to fulfill their academic and research obligation. Similarly, the institution ensures the growth and well-being of its teaching and non-teaching staff by conducting programs and sessions on gender sensitization, inclusive workplace ethics, stress-free lifestyle, health, yoga and wellness.

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

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

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

0

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)	No File Uploaded

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

0

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)	No File Uploaded

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

5

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)	View File

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

There is no such performance appraisal system for teaching and non-teaching staff in the institution. However, the University monitors the working and performance of the teaching and non-teaching staff as per the rules laid down by the UGC and the

government .

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

6.4 - Financial Management and Resource Mobilization

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

The college conducts regular internal audit of its finances regularly. Two internal auditors are appointed by the parent university, who examine the financial management in the college after which the audit reports are submitted to the university.

The auditors verify the income received and expenditure incurred under various heads. Their task is to ensure that the money is spent efficiently. If any discrepancy is perceived and reported the compliance is done immediately and compliance report is submitted to the university. The internal auditors also verify the assets purchased in the various sections of the college such as the library, the laboratories, the examination department and the administrative office. The internal audit is followed by an external audit which is conducted in the university office.

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

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

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

0

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

The college has five accounts namely A, B, C, D and E. The money of Account A is transferred to different accounts with the permission and signature of the university authorities.

Account A contains all the funds received by the college in all heads either by UGC, University or RUSA. UGC also allocates money for development purposes, such as updating the library, maintenance of laboratories and organizing certain events in the college. The funds by the UGC are received by the college in Account A. Money for NSS is also received in Account A.

For every financial year the accounts department along with the general section office, the Bursar and the Principal conduct a meeting regarding the expenses incurred in the whole year. The university examines and approves the budget and later releases the funds for the institution which is then transferred to Account A of the institution.

The money from Account A is then transferred to account B for salary purpose of all the staff, contingency for departments and for conducting examinations.

Account C has that part of money which is reserved for development purposes (maintenance and upkeep of building, infrastructure upgradation, etc.), laboratories and library.

The scholarship fund for students is kept in Account D. The fund allocated for sports and cultural activities of the college is kept in Account E.

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

6.5 - Internal Quality Assurance System

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

The IQAC in the college has been rigorously working for institutional excellence in all respects. With the introduction of the FYUGP at the UG level under NEP in 2022, the IQAC initiated the following measures:

1. Organizing seminar for teachers of the institution on FYUGP

The IQAC invited an external expert to deliver a guest lecture on the different aspects of the FYUGP. It was an interactive session where the teachers were able to discuss and clear their doubts regarding the FYUGP. The teachers were made aware of their responsibilities regarding the proper implementation of the programme in the institution.

2. Implementation of FYUGP

For efficient and smooth functioning of the newly introduced FYUGP, the IQAC discussed the various courses offered in detail under the programme with the teachers in the faculty meetings. Then the plan was chalked out to distribute the various common courses and vocational courses among the different departments. Following this, the routine was also accordingly modified to incorporate the new courses under the FYUGP. The IQAC also monitored the classes and teaching in the college.

File Description	Documents
Paste link for additional information	https://rlscollege.ac.in/iqac/meetings
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and

recorded the incremental improvement in various activities

1. The IQAC took initiative to discuss the various aspects of the FYUGP with the teachers and staff of the college considering the various challenges in implementation of the programme. The IQAC discussed the programme based learning outcomes, teaching methodologies, evaluation and assessment, etc. It also ensured timely completion of the teaching-learning process, internal evaluation and departmental activities according to the academic calendar prepared for the year.

2. Analysis of online feedback obtained from the students to implement teaching and learning reforms. The college website allows students who have completed their studies in the college to provide their feedback on various issues such as classroom teaching, infrastructure, governance, etc. These valuable inputs are then analyzed by the IAQC to provide feasible solutions to the issues raised by the students in their feedback. Thus, the IQAC looked into two major issues that were seen in teaching learning process that are - use of ICT and multimedia in classroom teaching and individual review of performance of students by teachers.

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

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The WGRC annually conducts sensitization and awareness programme on gender equity for the students of the college. The students were also informed of the various facilities for women in the college. Since, the institution has various committees like WGRC, Anti-ragging cell and ICC following the UGC norms and guidelines, the students were made aware of the role and working of these committees so that they can take their help and guidance in times of need.

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

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

E. None of the above

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

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

The college is in the process of drafting guidelines and creating infrastructure for waste management within the premises of the institution. The college has identified designated locations for compost pit and submitted a draft proposal to the authorities for the same.

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

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered

vehicles

3. Pedestrian-friendly pathways

4. Ban on use of plastic

5. Landscaping

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

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

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

E. None 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	No File Uploaded

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

E. None of the above

of reading material, screen reading

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

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

The Institution takes efforts to provide inclusive environment. The students, teaching and non-teaching staff come from different cultural background (tribal and non-tribal), different socio-economic statuses, ethnicities and regions. All the teaching and non-teaching staff live like a family. The institution takes several initiatives on different occasions to maintain the harmony and tolerance. Majority of students come from tribal communities that is why tribal festivals like Sarhul, Karma etc. are also celebrated with all their colorfulness including music and dance in the "Akhra" where non-tribals also participate equally.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

The students are made aware of the constitutional rights and duties at departmental levels. On occasions like Independent Day, Republic Day, Constitution Day several programs are organized to inculcate national spirit and values among students and staff

members .

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	https://rlsycollege.ac.in/gallery/photo

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 E. None of the above

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded

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

The college celebrates the national festivals, birth anniversary and memorials of great Indian personalities like Mahatma Gandhi, Pt. Jawahar lal Nehru, Bhagwan Birsa Munda, Dr. B.R Ambedkar etc with great enthusiasm.

Various national and international festivals like Independence Day, Republic Day, Constitution Day, NCC Day, World AIDS Day, Yoga

Divas, World Tobacco Day were celebrated during 2022-23. On NCC Day the cadets sang the NCC song and performed various cultural activities.

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

7.2 - Best Practices

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

1. Weekly Faculty Meet

1. Objectives: The objective of the Weekly Faculty Meet is to discuss the problems and prospects of the institution.
2. The Context: It was agreed that the inclusion of all the members of the staff and their collective knowledge and vision would strengthen the institution and help us solve our problems more efficiently.
3. The Practice: On every Saturday a weekly faculty meet is organized sharp at 11:00 am. All the faculty members participate. The proceedings of the meeting are well maintained in written form. The agenda is decided one day before the meeting.
4. Evidence of Success: The Weekly Faculty Meet started with consensus of all on 5/08/2017. As a result of these meetings, the institution was able to solve different problems and develop harmonious relationship among the teachers.

2. Faculty Supported Welfare Fund

1. Objectives: The objective of the Faculty Supported Welfare Fund is to provide financial help to the poor students.
2. The Context: Large number of students in the college comes from very poor background. There are evidences that they drop out in lack of financial support. A Faculty Supported Student Welfare fund is created to meet the financial needs

of the poor students.

3. The Practice: Every teacher contributes monthly. The in-charge of the Faculty Supported Welfare Fund is responsible for the collection and discharge of the fund.
4. Evidence of Success: Till date 7 students have been supported financially.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	https://rlscollege.ac.in/igac/best-practices

7.3 - Institutional Distinctiveness

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

The college has a large number of students from economically marginalized sections. There are evidences that many of them drop out due to lack of financial support. Every teacher contributes monthly for the fund. A teacher is incharge of this fund and the collected amount is kept with her. When a needy student applies for the financial support it is provided if the applicant fulfills the required criteria. Students coming from BPL family, destitute are the first preference for financial support. The Institution has been successful in curbing the drop out rate to some extent. Since January 2020 overall 31 students have been given financial help to pay their admission / examination fees with the fund.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The College is constituent and affiliated to the Ranchi University and adheres to the curriculum designed and prescribed by the University. The college has a well-qualified teaching staff appointed as per the state government, UGC and affiliated University norms. The annual academic calendar is prepared by the college core committee so that the activities are planned accordingly. Time table plays a vital role in execution of teaching plan. The Time Table is prepared and circulated to all departments and also displayed on the notice board for the students. The head of the department organises a departmental meeting of faculty on the first day of the academic year to discuss the departmental issues and distribution of workload among the faculty and ensure it is documented properly. Faculty members make extensive use of various ICT tools for an effective curriculum delivery.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://rlscollege.ac.in/gallery/photo

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

The institution adopts the Continuous Internal Evaluation (CIE) system as a part of a sound educational strategy to evaluate all aspects of student's development throughout the year. The academic departments adopt various modes of evaluation methods under the CIE such as Unit Tests, Tutorials, Home Assignments, Surprise Tests, Viva-voce, Research Projects and Student Seminars.

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

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

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

34

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

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

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

0

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)	No File Uploaded

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

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

The college implements curriculum designed by Ranchi University across all academic programmes. The affiliating university has taken care of crosscutting issues related to Professional Ethics, Gender, Human Values, Environment and Sustainability through the syllabi of certain core and elective course as follows:

Human Values and Professional Ethics: 1. The Commerce Programme for UG incorporates a course on business ethics. 2. The Philosophy Honours Programme offers course on human values by teaching the thoughts of great thinkers and Philosophers. 3. The stories and poetries in Hindi and Urdu literature also tries to teach human values in the form of moral lessons. 4. There are many courses offered under the English Honours Programme and Geography Honours Programme that teach valuable lessons in human values and ethics.

Gender: 1. The English Honours Programme offers a course to acquaint learners with the politics of region, race and gender in former colonial states. 2. Sociology as a subject also addresses issues related to violence against women, low status of women in society its causes and remedies. 3. Psychological aspects of these issues are very well discussed in Applied social psychology and Psychology of social issues.

Environment and Sustainability

1. A compulsory course on Environment Studies is taught to students of all UG departments in Semester 2.

The Economics Honours Programme offers a course to teach students the importance of design and implementation of environmental policy, environmental valuation methods and applications and relevance of sustainable development.

1. B.A Geography Hons. also provide a course on "Resource Geography" and "Environmental Geography".

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

3

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

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

186

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	https://rlsycollege.ac.in/assets/uploads/Feedback_Analysis_22_23.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://rlsycollege.ac.in/assets/uploads/Feedback_Analysis_22_23.pdf

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

2165

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1770

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The college recognizes that the learning interest and pace of every student is different and plans accordingly to deliver learner centric teaching-learning. Class tests, mid-sem exams and class responses helps to asses slow and advanced learners. Advanced learners were promoted and encouraged to enhance their knowledge through e-books and subject specific journals and magazines. They are also offered special career counselling and guidance for placements and better career planning and growth. Special importance and attention is given to the slow learners by personalized counseling on a one to one basis in remedial classes conducted for them. When necessary personal telephonic guidance is also given from time to time to slow learners. They were also provided with scanned copies of specific chapters and link of e-books through whatsapp and in class too. Question bank and Model questions were prepared to help the students.

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

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

Number of Students	Number of Teachers
5875	22

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and

problem solving methodologies are used for enhancing learning experiences

Teaching and learning in the College has always been student centric. Students are encouraged to participate actively in departmental activities and seminars as well as seminars conducted by the other institutions. Participative learning is promoted through facilitated and guided leadership among the students, which enables them to be active voluntary participants in community service. Community Service is also promoted in the College, which encourages students, specially NCC and NSS students to identify the neighborhood needs, find solutions and execute the action effectively. Special days like Yuva Diwas (Vivekanand Jayanti), Science Day, Yoga Day, Hindi Diwas, Samvidhan Diwas etc were celebrated in college to aware the students about such events and for their healthy participation. To enhance learning experiences programmes such as practical examinations, project work, field visits, internships, and excursions are organized by different departments of the college.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://rlsycollege.ac.in/gallery/photo

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

The college has been continuously working to be a technically competent institute in its teaching learning process by adopting the latest technologies . Besides the conventional mode of teaching, all teachers of the college use ICT enabled tools, like, YouTube, audiovisual tutorials. Seminars / workshops are conducted for teachers to acquaint them with the updated technology and how to use them for effective teaching learning process. Audio visual lectures enhances the learning process in interesting manner. Hence departments conduct special classes on smart screen on regular basis.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

2.3.3.1 - Number of mentors

0

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

2.4 - Teacher Profile and Quality

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

23

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

16

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

200

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

2.5 - Evaluation Process and Reforms

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

The performance and evaluation of students is done on the basis of the Mid Semester Assessment and End Semester Assessment. There are 2 internal or mid semester exams for PG students and one for UG students. The schedules of internal or mid semester exams are communicated to the students and faculty by the concerned departments. End semester examination schedules are communicated by Examination Department of the College. In case of internal evaluation, the best out of the two sets of marks are sent to the University before the End Semester Exam conducted by Ranchi University. Marks are also assigned for Projects and Assignments & Attendance which is compulsory. Besides Mid Semester exams, few departments also conduct class tests, Practice tests, quizzes, Practical and viva etc. This continuous assessment and evaluation system allows tracking of the academic progress of each student. On the other hand, it benefits the students in keeping them well informed about the

modalities of the assessment criteria. This also enables them to be conscious of their shortcomings and to improve upon it.

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

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

To ensure transparency in all assessment modes like class test, quizzes, viva-voce and assignments, answer sheets along with their marks are shown to the students to identify their weak areas. Retest is taken for poor performers. The Grievance Redressal mechanism is there to deal with the grievances of the students. It is mostly related to End Semester University Examinations-discrepancies in TR sheet, non-payment /late payment of examination fees. The grievance of students are processed through applications forwarded by the Principal to University examination department for rectification.

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.

Programme and course outcomes for all Programmes offered by the college under the FYUGP under NEP 2020 curriculum framework adopted by Ranchi University are communicated to teachers and students. Further the link of programme and course outcome is uploaded in the institutional website. The teachers make an effort to design course plans and prepare the academic calendar in accordance with the programme and course outcomes in the beginning of academic year. The students are acquainted with the programme and course outcomes so that they understand the needs and requirements of the programme and prepare themselves accordingly.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://rlsycollege.ac.in/academics/outcome
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The attainment of course outcomes are evaluated through the internal and external exams. The results of the students in different programmes show that a majority of students attain the course outcomes. The programme outcomes of the students are evaluated through the performance of the students during placements in different fields. Some of the students of the college have been able to qualify in national and state level exams which reflect the attainment of the programme outcomes of the students in their respective programmes of study.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://rlsycollege.ac.in/academics/outcome

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

1125

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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://rlscollege.ac.in/assets/uploads/SSS_Feedback_Analysis_22_23.pdf

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)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

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

7

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

The college utilises ICT and multimedia in the classroom teaching, which helps in eliminating barriers in learning and communication, especially in the case of slow learners. The college teachers make an attempt to focus on slow learners and learners with needs to tailor the teaching process according to the situation. The flexibility used in the teaching-learning process has enabled efficient creation and transfer of knowledge. The participative and inclusive classroom is another example of how we encourage students to think out of the box and inspire students to innovate and experiment while learning.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://rlsycollege.ac.in/gallery/photo

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

0

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

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

2

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

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

24

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

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

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

18

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

3.4 - Extension Activities

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

The students of the college took part in different activities during the year:

- RIIMS PondCleanliness Drive
- Cleanliness awareness program
- Tree plantation in campus
- Creation of Red Ribbon Club for AIDS awareness drive

File Description	Documents
Paste link for additional information	https://rlsycollege.ac.in/gallery/photo
Upload any additional information	No File Uploaded

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

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

0

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

0

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

240

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

3.5 - Collaboration

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

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

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	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.

The campus is spread over 2.9 acres in the heart of the city. It owns building with roof of GIC sheets, with a super built up area of 2149 sq mtr. The college campus has a good green environment with few unique trees. There are 8 CCTV surveillance cameras to ensure discipline and security in the college premises, fire extinguishers, drinking water purifiers, canteen, ramp and wheelchair for convenient access to classrooms, sanitary napkin vending machine.

Learning space- The college has a total of 26 regular classrooms and 1 ICT (LCD screen) enabled classrooms. It also has 1 ICT enabled seminar hall and 1 smart classroom. The classrooms are equipped with a sitting capacity of an average of 50 students, proper ventilation, comfortable furniture and adequate lights. Laboratories- Science faculties like Physics, Chemistry, Botany and Zoology have separate functional laboratories with essentials apparatus and materials required for teaching learning. In arts faculty Psychology, Anthropology and Geography have Laboratories which are also well equipped.

Computing equipments- The institution has altogether 25 functional computers placed in BCA labs, Accounts section, general section, examination, server room, and library and IQAC room. The college inaugurated a Common Service Centre with internet facility, photocopying and printing facilities for the students.

Library- Library is partially automated with more than 12000 books on various subjects. There is a reading room with a seating capacity of 20 students at a time along with journal section, reference section, encyclopedia & dictionary section for the students access.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://rlscollege.ac.in/about/facilitie S

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

The college has a playground for volleyball, badminton and football. It has a cricket pitch for practice. The sports committee of the institution actively works to encourage and take students for inter-college, Inter-university and national level competitions for cricket, kabaddi, athletics, hockey etc. Students are also provided with college track suits for participating in sports events. The college also has indoor games equipments like chess, ludo, carrom and skipping rope. The college has a cultural committee that engages students into different cultural activities. It also takes students for Inter-college and inter-university cultural competitions. There is a stage for carrying out extracurricular activities like College Day, Independence Day, Republic Day etc. There is also an "Akhra" (tribal meeting place) in the campus where small gatherings and activities related to regional and tribal festivals like Sarhul, Karma, Tusu, etc are celebrated. Akhra is also used for paying tribute to our martyrs, organizing Health Camps and for celebrating Yoga Day.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://rlsycollege.ac.in/gallery/photo

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

3

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://rlsycollege.ac.in/about/facilitie s
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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)**

16

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

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

The institution's library has a partially automated ILMS software with SOUL 2.0 since 2019.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://rlscollege.ac.in/about/facilitie S

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

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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)**

0

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

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**

1

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

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

In 2016 a server room was setup in the campus which benefitted the online exam and admission fee payment. Also the general section, examination department, staff room and Accounts office have been digitalized and connected to the WiFi. A common service centre with internet, photocopying and printing facility has also been established in the college. The college website provides different kinds of information like notices, question bank, notes, feedback, etc. The college admission and examination process is completely online.

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

4.3.2 - Number of Computers

25

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

4.3.3 - Bandwidth of internet connection in the Institution

E. < 5MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

16

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

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.

There are several committees in the college that works with a mutual interaction to looks into the matters of maintenance. Some of the committees are:

1. Building Committee- It is constituted to look after the matters related to the repairing and creation of the new structures for the smooth running of classes and monitors the civil works carried over in the college premises through frequent meetings.
2. Purchase Committee- For purchase of lab equipments, instruments, books, stationeries, furniture, sports equipments and other infrastructural facilities, the purchase committee ensures its necessity and gives approval for the same in its regular meetings and discussions.
3. Library Advisory Committee- It looks after the demands of the books made by the teachers, their rationale and places order after the final discussions in their meetings.
4. Laboratory Stock verification Committee- It does stock verification of different practical subjects and submits the list of usables and non-usables. One member from each practical subjects are the members of the committee.
5. Sports Committee- It decides the sports activity, training of students for different games and provide motivation and support.
6. Scrap Disposal Committee- This committee looks after the disposal of solid wastes of the campus through MOUs with other agency.
7. Digital Committee updates the College websites with various departmental and University level activities and informations.
8. There is a Green Committee that maintains the flora and fauna of the campus and takes up activities to promote environmental awareness.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

1992

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

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	E. none of the above
File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	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	C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
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

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	No File Uploaded

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

61

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

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

government examinations)

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

4

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

5.3 - Student Participation and Activities

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

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

10

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

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

The students of the college actively participate in the various administrative, co-curricular and extracurricular activities.

The NCC and NSS wing of the college take initiatives in different activities and events taking place in the college. During the Golden Jubilee celebrations in 2022 students were proactive in organising and participating in the different programmes organised. The literary, cultural and digital committees of the college also have representations from students.

File Description	Documents
Paste link for additional information	https://rlsycollege.ac.in/students/representation
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

26

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

5.4 - Alumni Engagement

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

There is an alumni association of the college. However it has not been registered.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The college has been fulfilling its vision of "Karm hi Lakshya" and mission "To spread the ray of knowledge to the society" in the last 50 years and it celebrated its Golden Jubilee in November 2022. The commitment of the college to fulfil its vision for the society and institutional mission is reflected in the systematic working and friendly environment of the college. This helpsto overcome the difficulties and barriers in smooth functioning of the college and conducting the teaching-learning process in an efficient and effective manner. In 2022 the institution implemented FYUGP under NEP. The orientation program was conducted in all departements to create awareness about the new curriculum structure. Also, external expertwasinvited for a seminar on FYUGP. Steps were taken to distribute vocational couses to students according to availabilityof faculty and resources of the institute. Classes for IVS courses were introduced in the college master routine. Concerned departments were given the responsibility to conduct IVS classes under the supervision of IQ

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

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

The institution encourages decentralization and participative management of the teaching, non-teaching staff and students in academic and non-academic activities. At present there are 22 committees that are responsible for effective and smooth functioning of the institution. These committees include IQAC, administrative committee, building committee, purchase committee, class routine committee, internal assessment committee, office work-advisory committee, seminar/conference organizing committee, placement cell, library committee, digital committee, literary committee, scrap disposal committee, Women's Grievance Redressal Cell and ICC, Sports committee, Cultural committee among others. Most of the committees are formed and work under the UGC and NAAC guidelines. This ensures inclusive participation and co-ordination among different stakeholders. The college also promotes decentralization and participative management by conducting meetings and deliberations with the different members of the institution from time to time. One of the best practices successfully implemented by the college is the weekly faculty meeting to discuss future plans, actions, issues, solutions and concerns related to the institution. This practice based on the belief of collective vision allows free exchange of ideas and discussions among the various faculty members to collectively tackle the problems faced by the institution.

File Description	Documents
Paste link for additional information	https://rlsycollege.ac.in/iqac/best-practices
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

1 The FYUGP under NEP 2020 was implemented in Ranchi University in 2022. The institution prepared for the challenges by conducting workshop for teachers under the guidance of an external expert in the college. The master routine was modified in light of the new courses. The new courses such as common and vocational courses were distributed among the different departments. The institution also made provisions to monitor the

classroom teaching and learning according to the learning outcomes prescribed in FYUGP curriculum. The institution also conducted special classes for the students.

Post Covid-19, the students seemed reluctant to attend offline classes. Thus, the institution made arrangements to encourage students to come to the college for regular classes. Many programs and competitions were also conducted in the college to create enthusiasm among the students. The teachers also tried to overcome the gaps in teaching learning process faced during Covid-19.

The college also completed 50 years of its existence in 2022. Thus, preparing for the Golden Jubilee was also a major challenge for the institution. The college also organised a fete with the participation of the students which motivated them to actively participate and enjoy the auspicious moment of Golden Jubilee.

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

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

R. L. S. Y. College has an effective and efficient institutional setup. R. L. S. Y. College is a constituent college under Ranchi University with the Principal as the head of the institution. The administrative system of the college comprises of three main bodies: General Section, the Accounts Section and the Examination Department. The General Section is headed by Head Office Assistant, who is assisted by an Assistant and two peons. General section maintains records and office documents related to the appointment, promotion and retirement of the teaching and nonteaching staff. This department is also in-charge of the admission, distribution of TC/CLC and stipend of the students. The Bursar is the head of the Accounts section. He is assisted by an Accountant, an Assistant Accountant and a Peon. This department keeps the financial records of the institution, purchases made during a

financial year, fund utilization and disbursement of salary and arrears of the staff members. The institution takes the help of internal auditors to audit the financial transactions of the college every year. The Examination Section is headed by the Controller of Examination and is assisted by the Deputy Controller. This department is responsible for conducting of various examinations (Theory/Practical) maintain exam-related records.

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

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

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution has taken effective welfare measures for teaching and non-teaching staff. These measures include pension benefits to teaching and non-teaching staff, casual leaves, advance salary for festivals or special needs, medical leaves, half pay leave, benefit of lien, loans against PF account, study leave for teachers, restricted holidays, special leaves

(additional casual leave) for female staff, maternity leaves, child care leaves and paternity leaves.

Apart from the abovementioned benefits, the college promotes academic excellence and research, and provides necessary support to its teaching staff to fulfill their academic and research obligation. Similarly, the institution ensures the growth and well-being of its teaching and non-teaching staff by conducting programs and sessions on gender sensitization, inclusive workplace ethics, stress-free lifestyle, health, yoga and wellness.

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

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

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

0

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)	No File Uploaded

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

0

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)	No File Uploaded

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

5

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)	View File

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

There is no such performance appraisal system for teaching and non-teaching staff in the institution. However, the University monitors the working and performance of the teaching and non-

teaching staff as per the rules laid down by the UGC and the government.

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

6.4 - Financial Management and Resource Mobilization

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

The college conducts regular internal audit of its finances regularly. Two internal auditors are appointed by the parent university, who examine the financial management in the college after which the audit reports are submitted to the university.

The auditors verify the income received and expenditure incurred under various heads. Their task is to ensure that the money is spent efficiently. If any discrepancy is perceived and reported the compliance is done immediately and compliance report is submitted to the university. The internal auditors also verify the assets purchased in the various sections of the college such as the library, the laboratories, the examination department and the administrative office. The internal audit is followed by an external audit which is conducted in the university office.

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

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

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

0

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

The college has five accounts namely A, B, C, D and E. The money of Account A is transferred to different accounts with the permission and signature of the university authorities.

Account A contains all the funds received by the college in all heads either by UGC, University or RUSA. UGC also allocates money for development purposes, such as updating the library, maintenance of laboratories and organizing certain events in the college. The funds by the UGC are received by the college in Account A. Money for NSS is also received in Account A.

For every financial year the accounts department along with the general section office, the Bursar and the Principal conduct a meeting regarding the expenses incurred in the whole year. The university examines and approves the budget and later releases the funds for the institution which is then transferred to Account A of the institution.

The money from Account A is then transferred to account B for salary purpose of all the staff, contingency for departments and for conducting examinations.

Account C has that part of money which is reserved for development purposes (maintenance and upkeep of building, infrastructure upgradation, etc.), laboratories and library.

The scholarship fund for students is kept in Account D. The fund allocated for sports and cultural activities of the college is kept in Account E.

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

6.5 - Internal Quality Assurance System

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

The IQAC in the college has been rigorously working for institutional excellence in all respects. With the introduction of the FYUGP at the UG level under NEP in 2022, the IQAC initiated the following measures:

1. Organizing seminar for teachers of the institution on FYUGP

The IQAC invited an external expert to deliver a guest lecture on the different aspects of the FYUGP. It was an interactive session where the teachers were able to discuss and clear their doubts regarding the FYUGP. The teachers were made aware of their responsibilities regarding the proper implementation of the programme in the institution.

2. Implementation of FYUGP

For efficient and smooth functioning of the newly introduced FYUGP, the IQAC discussed the various courses offered in detail under the programme with the teachers in the faculty meetings. Then the plan was chalked out to distribute the various common courses and vocational courses among the different departments. Following this, the routine was also accordingly modified to incorporate the new courses under the FYUGP. The IQAC also monitored the classes and teaching in the college.

File Description	Documents
Paste link for additional information	https://rlscollege.ac.in/iqac/meetings
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and

recorded the incremental improvement in various activities

1. The IQAC took initiative to discuss the various aspects of the FYUGP with the teachers and staff of the college considering the various challenges in implementation of the programme. The IQAC discussed the programme based learning outcomes, teaching methodologies, evaluation and assessment, etc. It also ensured timely completion of the teaching-learning process, internal evaluation and departmental activities according to the academic calendar prepared for the year.

2. Analysis of online feedback obtained from the students to implement teaching and learning reforms. The college website allows students who have completed their studies in the college to provide their feedback on various issues such as classroom teaching, infrastructure, governance, etc. These valuable inputs are then analyzed by the IAQC to provide feasible solutions to the issues raised by the students in their feedback. Thus, the IQAC looked into two major issues that were seen in teaching learning process that are - use of ICT and multimedia in classroom teaching and individual review of performance of students by teachers.

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

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The WGRC annually conducts sensitization and awareness programme on gender equity for the students of the college. The students were also informed of the various facilities for women in the college. Since, the institution has various committees like WGRC, Anti-ragging cell and ICC following the UGC norms and guidelines, the students were made aware of the role and working of these committees so that they can take their help and guidance in times of need.

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

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

E. None of the above

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

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

The college is in the process of drafting guidelines and creating infrastructure for waste management within the premises of the institution. The college has identified designated locations for compost pit and submitted a draft proposal to the authorities for the same.

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

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

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

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

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

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

E. None 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	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for

E. None of the above

persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

The Institution takes efforts to provide inclusive environment. The students, teaching and non-teaching staff come from different cultural background (tribal and non-tribal), different socio-economic statuses, ethnicities and regions. All the teaching and non-teaching staff live like a family. The institution takes several initiatives on different occasions to maintain the harmony and tolerance. Majority of students come from tribal communities that is why tribal festivals like Sarhul, Karma etc. are also celebrated with all their colorfulness including music and dance in the "Akhra" where non-tribals also participate equally.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

The students are made aware of the constitutional rights and duties at departmental levels. On occasions like Independent Day, Republic Day, Constitution Day several programs are organized to inculcate national spirit and values among students and staff members.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	https://rlsycollege.ac.in/gallery/photo

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

E. None of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded

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

The college celebrates the national festivals, birth anniversary and memorials of great Indian personalities like Mahatma Gandhi, Pt. Jawahar lal Nehru, Bhagwan Birsa Munda, Dr. B.R Ambedkar etc with great enthusiasm.

Various national and international festivals like Independence Day, Republic Day, Constitution Day, NCC Day, World AIDS Day, Yoga Divas, World Tobacco Day were celebrated during 2022-23. On NCC Day the cadets sang the NCC song and performed various cultural activities.

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

7.2 - Best Practices

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

1. Weekly Faculty Meet

- Objectives:**The objective of the Weekly Faculty Meet is to discuss the problems and prospects of the institution.
- The Context:**It was agreed that the inclusion of all the members of the staff and their collective knowledge and vision would strengthen the institution and help us solve our problems more efficiently.
- The Practice:**On every Saturday a weekly faculty meet is organized sharp at 11:00 am. All the faculty members participate.The proceedings of the meeting are well maintained in written form. The agenda is decided one day before the meeting.
- Evidence of Success:**The Weekly Faculty Meet started with consensus of all on 5/08/2017. As a result of these meetings, the institution was able to solve different problems and develop harmonious relationship among the teachers.

2. Faculty Supported Welfare Fund

1. Objectives: The objective of the Faculty Supported Welfare Fund is to provide financial help to the poor students.
2. The Context: Large number of students in the college comes from very poor background. There are evidences that they drop out in lack of financial support. A Faculty Supported Student Welfare fund is created to meet the financial needs of the poor students.
3. The Practice: Every teacher contributes monthly. The in-charge of the Faculty Supported Welfare Fund is responsible for the collection and discharge of the fund.
4. Evidence of Success: Till date 7 students have been supported financially.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	https://rlscollege.ac.in/igac/best-practices

7.3 - Institutional Distinctiveness

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

The college has a large number of students from economically marginalized sections. There are evidences that many of them drop out due to lack of financial support. Every teacher contributes monthly for the fund. A teacher is incharge of this fund and the collected amount is kept with her. When a needy student applies for the financial support it is provided if the applicant fulfills the required criteria. Students coming from BPL family, destitute are the first preference for financial support. The Institution has been successful in curbing the drop out rate to some extent. Since January 2020 overall 31 students have been given financial help to pay their admission / examination fees with the fund.

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

7.3.2 - Plan of action for the next academic year

- Preparation for NEP (Orientation, Workshop, Distribution of Subjects, arrangement of special classes by Experts) - The IQAC will conduct an orientation programme and workshop for students and teachers to familiarize them with the FYUGP and its various aspects. The IQAC will also make provisions to distribute teaching learning responsibilities among the different departments for the vocational and common courses.
- Question Bank and notes For MDC, VAC and SEC - The IQAC will make arrangements for uploading question bank and notes for the different courses under the new FYUGP on the college website.
- Upliftment of students from Sports quota - The college will make special provisions for students taking admission through sports quota.
- Fully Automation of Library (Inflibnet) -As of now the college is partially automated. The college will aim to fully automate the library by next year.
- Solar Electrification of whole campus, especially for Library and C. V. Raman Hall - The college looks forward to applying for solar electrification in the whole campus. The IAQC plansto apply for the same at the JREDA (Jharkhand Renewable Energy Development Agency Ltd.).
- Fully WiFi connection in campus - The college will set up WiFi in the campus.
- Rain water harvesting and compost pit in the college campus - The IQAC will work to initiate green campus practices in the college by making provisions for rain water harvesting and creating a compost pit.