



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	REGENT EDUCATION AND RESEARCH FOUNDATION GROUP OF INSTITUTIONS
Name of the head of the Institution	Dr.Rajorshi Bandyopadhyay
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03330085432
Mobile no.	9830525456
Registered Email	registrar@regent.ac.in
Alternate Email	principalrerf@regent.ac.in
Address	BaraKanthalia, Sewli, Telinipara,
City/Town	Barrackpore
State/UT	West Bengal
Pincode	700121

2. Institutional Status																			
Affiliated / Constituent		Affiliated																	
Type of Institution		Co-education																	
Location		Semi-urban																	
Financial Status		private																	
Name of the IQAC co-ordinator/Director		Mr. Subhankar Ghosh																	
Phone no/Alternate Phone no.		03332213013																	
Mobile no.		8918313743																	
Registered Email		subhankarg@regent.ac.in																	
Alternate Email		principalrerf@regent.ac.in																	
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)		<a href="https://www.rerf.in/nac_igac.php">https://www.rerf.in/nac_igac.php</a>																	
4. Whether Academic Calendar prepared during the year		Yes																	
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="https://www.rerf.in/academiccal.php">https://www.rerf.in/academiccal.php</a>																	
5. Accrediation Details																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.09</td> <td>2018</td> <td>26-Sep-2018</td> <td>26-Sep-2023</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	2.09	2018	26-Sep-2018	26-Sep-2023
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
1	B	2.09	2018	26-Sep-2018	26-Sep-2023														
6. Date of Establishment of IQAC		03-Aug-2017																	
7. Internal Quality Assurance System																			
Quality initiatives by IQAC during the year for promoting quality culture																			
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries															
No Data Entered/Not Applicable!!!																			
<a href="#">View File</a>																			

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>No Data Entered/Not Applicable!!!</b>				
<a href="#">View File</a>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

1. Initiated and completed the pending syllabus in the even semester of the academic year 201920 and conduct internal examinations online mode to handle the pandemic situation. 2. Provision of free access to the COURSERA MOOCs platform for students and faculty to upgrade their skills during the lockdown period was initiated and succeeded in getting fruitful results. 3. Provision of Hardware and Software facilities to conduct the classwork for the 202021 academic year through online mode was initiated. 4. Provision of precautions/measures in the campus against COVID19 unlock was initiated. 5. Remedial Programme, Career, and Courses 6. Upgradation of College Website for better visibility 7. Paper setting for online exams to ensure quality.

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
<b>No Data Entered/Not Applicable!!!</b>	
<a href="#">View File</a>	

14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th data-bbox="118 226 794 275" style="width: 50%;">Name of Statutory Body</th> <th data-bbox="794 226 1476 275" style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="118 275 794 324" style="text-align: center;">Trustee Board</td> <td data-bbox="794 275 1476 324" style="text-align: center;">18-Aug-2020</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Trustee Board	18-Aug-2020
Name of Statutory Body	Meeting Date				
Trustee Board	18-Aug-2020				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes				
Date of Visit	08-Aug-2018				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	09-Mar-2020				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Institute currently has nine MIS operational modules. MIS MODULES: 1. Admission. 2. Employee Registration. 3. Student registration. 4. Front office. 5. Fees collection. 6. Employee attendance. 7. Payroll.(HR) 8. Accounts. 9. Library. The principal periodically holds meetings with the Deans and Heads of departments and takes decisions related to all academic and administrative matters. The Principal forwards these decisions to the regulating authorities. On their approval, the decisions are informed and circulated among the heads of the departments for execution. HODs coordinate the internal activities of their respective departments. General Administration: The College operates in both vertical and horizontal directions. HOD's disburse the information by conducting the faculty meetings/ through email/ SMS to the stakeholders which include staff, students and their parents. Each programme is managed by a programme coordinator who works under the HOD. The Administrative Officer looks after the activities executed by clerical, programming, data entry and</p>				

administrative staff. Tally software is in operation for administrative work (Payment of salaries, accountability of CL's/EL's/ML's etc and Student Records). All the monetary transactions (both the receipts and payments) are processed through CMS online software. The online feedback system has been taken up to foster transparency by inviting innovative ideas/suggestions for improvement in various academic and administrative functions.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Institution right now has the following mechanism for a successful conveyance of curriculum. IQAC plans a calendar of events for the entire academic year. Appropriately a plan of activity and its execution takes place under the supervision of the head of the Institution. Different committees are shaped to carry different responsibilities. All the heads of the departments are informed to carry their academic duties conjointly to preserve their academic records with respect to the curriculum. In general, quality improvement instructors are motivated to participate in courses, workshops, conferences, refresher courses, and introduction courses, etc. All the faculty members of the Institute prepare a lesson plan for each paper that is taught by him/her before the start of each semester, which is approved by the Head of the Department and Principal. The concerned faculty also maintains a class conduction data sheet, in which the day-to-day topic taught is filled by the faculty and duly signed by the student's representative. Various classroom teaching methods based on various needs of different subjects are regularly used for the effective delivery of the curriculum such as 1. Chalk and talk method. 2. PPT-OHP. 3. Dictation of class notes by teachers. 4. Conduct Periodical internal examinations. 5. Group discussion in the classroom.. 6. Paper presentation by the students. 7. Science students are provided adequate facilities for their practices classes. 8. Fieldwork/ project work/ visits are conducted regularly. 9. The institution collects feedback from the students at the end of every semester.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NA	NA	Nil	0	NA	NA

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BTech	Computer Science	17/07/2018
BTech	Mechanical	17/08/2018
BTech	Civil	17/07/2018
BTech	Electrical & Electronics	17/07/2018
BTech	Electrical	17/07/2018
BTech	Electronics and Communication	17/07/2018
MBA	Masters Of Business Administration	17/07/2018
MCA	Masters of Computer Application	17/07/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

### 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NA	Nil	Nil
<a href="#">View File</a>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
<b>No Data Entered/Not Applicable !!!</b>		
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### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Feedback forms/formats are designed for the stakeholders. This includes faculty feedback and student feedback. Faculty feedback from the students for the respective course is taken once a semester on various teaching/learning aspects

and it is analyzed by a committee, comprising of the HODs, head of the institute, trustees, and GM-Admin. After analysis, corrective measures if any, are informed to the respective faculties for further improvements. A feedback section has been installed on the official website of the institute, which is accessible to all the stakeholders so that they can give their feedback/suggestions for improvements,

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MCA	Master of Computer Application	60	22	22
MBA	Master of Business Administration	60	56	56
BTech	Mechanical Engineering	60	25	25
BTech	Electrical and Electronics Engineering	60	4	4
BTech	Electrical Engineering	60	13	13
BTech	Civil Engineering	120	20	20
BTech	Computer Science	60	44	44

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### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1340	133	110	18	Nil

### 2.3 – Teaching - Learning Process

#### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
128	42	18	10	1	Nil

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No file uploaded.

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Student mentoring system is available in the College at different levels: academic, personal, and psycho-social support, professional and career counseling, and other services. Notwithstanding the Covid-19 Pandemic and the Lockdown since March 2020, the student mentoring system was facilitated and continued online quite remarkably and successfully. Academic counseling is available for all students. The students are mentored at the time of admissions on the nature and prospects of the discipline that they wish to choose. Later, the new entrants are mentored at the time of Orientation. In addition, Tutorial Classes and Student-Faculty Committee (SFC) meetings are important forums that facilitate one-to-one interaction between the mentor-mentee. In the Tutorial Classes, the teachers meet smaller groups of students to help them in resolving their curricular and other academic needs. In these classes, the students can discuss their academic and discipline related problems without any hesitation or peer pressure. Tutorial Classes are significantly valuable for slow learners and Hindi medium students. The SFC is another agency that strengthens mentor-mentee relationships and facilitates open and free discussion on broader academic matters related to College infrastructure and facilities, library, organizing seminars or conferences, educational field trips, or any other curricular and co-curricular issue. The faculty mentors the students in writing research papers and projects and presentations for conferences within and outside the College. More importantly, the faculty mentors the students on matters related to higher studies, choosing an option for the future and/or any support or guidance for their different entrance tests. Students of all Department Academic Societies are mentored by their teachers to organize, interact and lead the Society. Similarly, Extension Activities like NSS, NCC, Community Outreach Programs, Extra-Curricular Activities, and Students Union have faculty mentors who advise and guide the students in organizational and leadership qualities and building peer rapport and interaction within these societies. The Student Assembly facilitates peer mentoring as well as mentoring by teachers including the Principal of the College. Professional Counselling is provided by a part-time Counsellor appointed by the College for personal and psycho-social support of the students. Issues of socialization arise in all categories of students, including students with disabilities and these are handled by the College Counsellor and/or mentor from the faculty. In addition to mentoring by their respective teachers, the students are counselled and mentored on different career options by the Career Guidance and Placement Cell (CGPC) of the College. It organizes employability skill workshops such as communication skills, self-presentation especially during interviews, resume writing, soft skills, etc. and pre-placement workshops and seminars by industry representatives and higher education experts to create awareness among students about higher education and other job opportunities. The CGPC also organizes Job Fairs to facilitate students into seeking careers and other opportunities. Equal Opportunity Cell and Enabling Unit of the College is an important body that mentors differently-abled students. It organizes workshops and training programs for them to provide psychological support and career counseling. Mobility training programs and computer skill development programs, held regularly, are availed by all such students.

Number of students enrolled in the institution

Number of fulltime teachers

Mentor : Mentee Ratio

No Data Entered/Not Applicable !!!

### 2.4 – Teacher Profile and Quality

#### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
128	128	Nil	4	Nil

#### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NA	Nil	NA

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### 2.5 – Evaluation Process and Reforms



2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MBA	PG	Odd	17/01/2020	17/03/2020
MCA	PG	Odd	17/01/2020	17/03/2020
BTech	UG	Odd	17/01/2020	17/03/2020
MBA	PG	Even	18/07/2020	20/07/2020
MCA	PG	Even	18/07/2020	20/07/2020
BTech	UG	Even	18/07/2020	20/07/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The College, a constituent College of the Maulana Abul Kalam Azad University of Technology, West Bengal, is obliged to implement all directives of the University regarding continuous internal evaluation. These include the system of Internal Evaluation of Papers on Skill Enhancement Course, Ability Enhancement Compulsory Course, and Internal Assessment in all Disciplines for all Papers, which have the provision of 25 marks per paper in each program out of which 5 is for Attendance and 10 each for Class Test and Assignment. During the Lockdown following Covid-19 Pandemic, Online Assignments were taken from the students. It is worth reporting that despite the several problems that some of the students faced with regard to WiFi or internet connection or not having Laptops, the submission of assignments was almost 100. The College adheres to the factor of student attendance in all assessments, which serves as an incentive for regularity and academic discipline. The schedule for Class Tests/Assignments is notified to the students in advance and uploaded on the respective department portals of the College Website. The schedules announced are strictly adhered to. The Principal through the Academic Standards Committee of the College monitors the effective implementation of the schedule. Each department has a Monitoring Committee that verifies the internal assessment data of the students before it is put for display for the students to check. Discrepancies or grievances of the students, if any, are assessed and resolved by departments before submission to the College Monitoring Committee, and the College Exam Cell, which is an interface between the College and the University. Lockdown, notwithstanding, Internal Assessment Data was uploaded on the University Portal and displayed on College Website with complete regularity and efficiency. It was kept open for Student Grievances and Redressal. This made it possible for the students, who used to sign the Internal Assessment Data in normal times, to verify it online. Internal Assessment Data was sent to the University as it would have in normal times subsequent to the approval of the College Monitoring Committee. The College has a system of Student Feedback, which facilitates effective implementation of evaluation processes. Internal Assessment Data is available online under the Tab Students Information System on the College Website for all stakeholders. Ensuring transparency, the system of evaluation is effectively implemented.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Since the College is a Constituent College of the Maulana Abul Kalam University of Technology, West Bengal, the Academic Calendar prepared by the University for the Conduct of Examinations and other related matters are strictly adhered

to by the College and followed in letter and spirit. Following the Covid-19 Pandemic and Lockdown, the University announced Online Examination . The College carried out the instructions of the University related to online examinations smoothly and efficiently. In accordance with the directives of the University Online, Practical Exams were conducted for both 'intermediate' and 'terminal' students. The College facilitated the Online Examination for the Students by creating e-mail ids and department e-mail ids for the students in case they had exam-related queries. While the College follows the norms laid down by the University, it is free to supplement them to ensure academic standards and transparency. Stakeholders are informed about all the norms and directives received from the University through the College Prospectus that contains all the information on the Academic Calendar and Conduct of Examinations. Rules and regulations regarding examinations and academic calendar are further explained at the Orientation Program organized by the College for the new entrants. Yet another forum for transmitting information on these matters is Student-Faculty Committee (SFC) Meeting held every Semester. All directions received from the University regarding Academic Calendar and Conduct of Examinations is communicated to the Faculty through Group Email and is also uploaded on the College Website and College Notice Boards. The directives of the University pertaining to these are informed and discussed by the Principal in the Staff Council. The Internal Assessment Data is uploaded on the Student Information System (SIS) on the College Website for verification by the students. It is sent to the University only after the final verification.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.rerf.in/coutcome.php>

### 2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
PG	MCA	Computer Application	33	33	100
PG	MBA	Business Administration	34	34	100
UG	BTech	Electrical and Electronics	32	31	96.88
UG	BTech	Electronics and Communication	63	63	100
UG	BTech	Electrical	53	53	100
UG	BTech	Computer Science	65	65	100
UG	BTech	Mechanical	65	65	100
UG	BTech	Civil	142	142	100

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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://www.rerf.in/feedback.php>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NA	0	0
<a href="#">View File</a>				

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
IONIC (Hybrid Mobile App Development)	CSE	11/09/2019
Industry Connect on Advance Digital Technology Trends	CSE	21/03/2020
Web Development using PHP with Angular JS	CSE	07/04/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
The Joy of Computing using Python	Nirmalya Ganguly (EE Student)	NPTEL	01/02/2020	Certification as EliteGold
Fundamentals of electronic device fabrication	Dr. ANINDITA DAS (Faculty BSH-Dept.)	NPTEL	01/02/2020	Certification as EliteSilver FDP
Ethics in Engineering Practice	Mitrani Ghosh (EE Student)	NPTEL	27/07/2019	Certification as EliteSilver
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	NA	NA	NA	NA	Nil
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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
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0	0	0
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### 3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	Nil

### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	CSE	8	2.27
National	MCA	1	3.09
International	ECE	17	3.44
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### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
CSE	3
MCA	1
No file uploaded.	

### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
<a href="#">View File</a>						

### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
<a href="#">View File</a>						

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
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## 3.4 – Extension Activities

### 3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
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NCC program on Interactive session with Ex-Wing Commander Rajesh Sharma, Indian Air Force Dated - 19/07/2019	NCC	64	232
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	Nil
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NA	NA	NA	Nil	Nil
No file uploaded.				

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NA	NA	NA	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Nil	Nil	0
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	Nil	NA	Nil
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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
276	165.6

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Class rooms	Existing
No file uploaded.	

#### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
IFW Edutech	Fully	3.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
e- Journals	2	5	Null	Null	2	5
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Null
No file uploaded.			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	300	10	20	1	10	10	8	20	0
Added	0	0	0	0	0	0	0	0	0
Total	300	10	20	1	10	10	8	20	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

20 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Not Applicable	Nil

**4.4 – Maintenance of Campus Infrastructure**

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
20	20	20	16

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The institute frequently maintains the laboratory equipment thereby scrutiny of the performance of instruments is carried out on regular basis. The assigned laboratory assistants look after the laboratory instruments for minor maintenance. Laboratory assistants maintain logbook in laboratories, maintains equipment, various kits, wires, probes and also update laboratory boards as per the classes. They also keep records of equipment, manuals, components issued to students as well as other departments. The college has provision for a central library along with two departmental libraries. These libraries have a sample collection of books. The institute's librarian and departmental library coordinators regularly review and evaluate resource materials such as textbooks, reference books, catalogues etc. for the students to be benefitted. The departmental library coordinator arranges the books or copies of books subject wise on the bookshelf and makes the entry accordingly. At the end of the semester, a report is prepared about the number of books that got issued, returned, or misplaced. The departmental library in charge prepares a list of required books as per the syllabus. The proposal for new books is handed over to the institute's librarian through the respective head of the departments. Departmental project and seminar coordinators have submitted all the project and seminar reports of students in the departmental library. Head of the Departments maintains the academic records such as Departments master time table, copy of individual teacher's time table, Classroom time table, Laboratory time table, monthly review of a number of lectures and practically conducted by teachers, a copy of internal examination time table, the provisional and final list of defaulters, a record of parent's visits, student's feedback reports, etc. Classrooms, staff rooms, and laboratory cleanliness is maintained by the peons.

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**CRITERION V – STUDENT SUPPORT AND PROGRESSION**

**5.1 – Student Support**

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	0	0

<b>Financial Support from Other Sources</b>			
a) National	Nil	Nil	0
b) International	Nil	Nil	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Corporate Readiness Program - Soft Skill Development	01/08/2019	210	Words Worth, English Language Training
Language Lab	01/08/2020	320	Words Worth, English Language Training
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career N Courses	241	115	13	149
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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No Data Entered/Not Applicable !!!

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
GATE	3
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
NA	NA	Nil
No file uploaded.		

### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Chess, Boxing	National	2	Nil	26301317040	Samrat Sen
2019	MOMENTUM AWARD-BY NCC ASSOCIATION W.B & SIKKIM	National	1	Nil	26300716048	Nil
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Each class of our institute has Class Representatives (CR), who is selected by the teachers of the individual department. But we have various academic and administrative bodies where student representatives are there. The institute has the following committees in which student representatives are involved.  
Academic: 1.Innovative Project Committee 2.Seminar / Conference Committee 3.Wall Magazine Committee 4. Newsletter Committee 5. Quiz Debate Committee  
Administrative: 1.AntiRragging committee 2.AntiRagging squad 3. Cultural Committee 4. Fest Committee 5. Canteen Committee

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

RERF Alumni association is not registered under the Govt. regulation we are trying to do it in near future. Alumni have some activities which we like to consider in our association: Each department in our college organizes meetings of alumni and students, where interaction takes place regarding trending technology, job market scenario, and nature of questions during the interview and how to prepare for interviews, etc., on a regular basis.

**CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

**6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institute follows a Bottom-Top approach, undertaking of which affects decentralized and participative management. It is believed that any problem should be solved at the level of beginning by those who are presently attached. It is fetched to the notice of the hierarchy only when it cannot be explained. Generally, it begins from the educational part of departmental programs, academic, physical related resources. The departmental collectively is built under the guidance of HODs/Registrar/Dean/Principal. Board of Governors has empowered different committees under the guidance of Principal/Dean/Registrar to manage all issues related to academics, their implementation, and administrative problems involving students. Institute Committees Majority of the members are faculty members. The committee decisions are final and in case of dispute, the Board of Governors is the final authority. These are Internal Quality Assurance Cell, Academic Committee, Research, and Development Committee, Examination Committee, Training and Placement Committee, Student Affairs Committee, Cultural Committee, Anti-Ragging Committee. Institute Committees are created for smooth working with a delegation of responsibilities. Transparency is maintained by sharing all information on the college website for ready reference of all the stakeholders of the college as well as the citizens. Discipline, the most desirous virtue for teaching learning-process, amongst the students is maintained by deputing a dedicated staff as guardian faculty member division wise. Students' performance is monitored through batch counseling.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

**6.2 – Strategy Development and Deployment**

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The students are admitted based on merit in accordance with the rank obtained in the West Bengal Joint Entrance Examination (WBJEE) and rank obtained in all India level entrance examinations of JEE (Main). All the admission are as per the list communicated to the institution and institute maintains transparency in admission.
Human Resource Management	The institute has recruited sufficient number of faculty members, technical staff the class IV staff

	members as per the guidelines mandated by the Governors bodies.
Research and Development	Research is considered to be an important part for career improvement. Institute has well defined Research and Development policies and is examine time to time. Faculty is encouraged to take up innovative students' project in B.Tech level.
Examination and Evaluation	Examination: Course coordinator are prepares question banks and Course outcome based internal tests. Semester end examination are conducted by the university where faculty members are participate by submitting model questions. 70 weightage for end semester examination and 30 weightage for continuous evaluation. Evaluation: The institute in evaluation method is restricted to internal evaluation only. To make the process effective, the following steps are accepted: verbal interaction, Quizzes, assignments are organized regularly. Each student's access to answer scripts of each subject. Due to pandemic COVID-19 situation internal tests, oral exams were conducted on-line format.
Teaching and Learning	The method is observed time to time by the higher authority over regular meetings with teachers and also by requesting the feedback from the students. Department wise Suggestion box are available for anonymous feedback to improve on the system practices. In the meeting after discussion the proper suggestions to enhance on the teaching learning practices are communicated to the concerned person for implementation and the loop is closed during the next meeting in same academic year.
Curriculum Development	The institute is affiliated to MAKAUT, who drafts the curriculum for the affiliated institutes. RERFGI is watchful to put forward inputs during drafting of the curriculum based on experience of its faculty and considering its own vision.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Academic calendars are prepared on the commencement of the academic session and uploaded to the institute website. A Ready enumerator for odd and

	<p>even semesters. Every year for 1st-year students implement an induction program. Emphasize self-learning/learning based on the syllabus: IEEE online journals, e-books, NPTEL (MOOC) courses, CDs of video lectures.</p>
Administration	<p>The institute and parent society always work together to achieve betterment in administration in all courses by maintaining the utmost transparency. Through the biometric system faculty and staff, attendance is recorded. All important areas and lobbies are under CCTV surveillance.</p>
Finance and Accounts	<p>In the accounting department, Tally System is used for maintaining the accounts. Digitally maintained Students' scholarships and freeships. Fees are collected through bank transfer and salaries are credited directly to the accounts with SMS intimation.</p>
Student Admission and Support	<p>The college website uploads admission information and notices regularly. Student admission is carried out through the ERP system. Ability improvement and development schemes for competitive examinations, soft skill development, career counseling, meditation, yoga, and personal counseling.</p>
Examination	<p>The college website regularly uploaded examination-related information and notices. The institute conducts two internal assessment tests and an end-semester examination by the affiliated university. All students are access internal test answer scripts. Internal assessment tests marks are uploaded on the university portal and students can check the marks through the students' login ID portal. As per the university noticed end semester forms are filled online system and examination is held as per the university schedule. The university results are circulated to all departments for record and it is available in the Member's Area on the university website.</p>

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/	Name of the	Amount of support
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		workshop attended for which financial support provided	professional body for which membership fee is provided	
Nil	NA	NA	NA	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	NA	NA	Nil	Nil	Nil	Nil
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
<a href="#">View File</a>				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
120	Nil	31	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
NA	NA	NA

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institute conducts internal audits regularly and maintains a transparent mechanism. A qualified chartered accountant conducts a yearly internal financial audit. Different types of expenses such as fees collection, staff salaries, any type of purchase, repair maintenance, etc. are checked.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	0
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6.4.3 – Total corpus fund generated

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**6.5 – Internal Quality Assurance System**

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	INTERNAL
Administrative	No	Nil	Yes	INTERNAL

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Not Applicable

6.5.3 – Development programmes for support staff (at least three)

- Medical check-up camp
- Through mobile awareness programs on digital hacking
- Computer operation and basic preventive maintenance
- Hygiene awareness program

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Not Applicable

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Nil
d) NBA or any other quality audit	Nil

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Single Phase Thermal Energy Transport Coefficient Enhancement Methods in Heat Exchanger Applications	16/08/2020	16/08/2020	16/08/2020	121
2020	Introduction and Research Perspective of Micromachining Processes	20/08/2020	20/08/2020	20/08/2020	129

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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
WOMENS DAY CELEBRATION (BARRACKPORE POLICE COMMISSIONER)	08/03/2020	08/03/2020	27	20
WOMEN'S DAY CELEBRATION (RABINDRA BHAWAN, NORTH 24 PARGANAS)	16/03/2020	16/03/2020	28	22
WOMEN'S DAY CELEBRATION (AT COLLEGE CAMPUS)	22/04/2020	22/04/2020	54	32
Annual Sports 2020	19/02/2020	22/02/2020	25	145
SPLENDORA 2K20 Annual Tech Fest	28/02/2020	29/02/2020	100	550

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<p>1. Waste Management steps include There is a cleanliness committee of the college that sees matters concerning cleanliness and waste disposal. Waste Management - Solid waste is stored in separate containers. When the container is full, it is stored in a separate pit. Waste is stored and then used as compost for trees and plants on campus. Liquid waste management - Liquid waste is stored in separate containers. When the container is full, it is stored in a separate pit, the waste is left to decompose and then used as compost for trees and plants planted on campus. E-waste management - The college is focusing on paperless offices to reduce carbon emissions in printers. Spare parts for the operating computer and other non-functional equipment are disposed of outside. A buyback policy is available. The cartridges of printers are refilled outside the college campus.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
<b>No Data Entered/Not Applicable !!!</b>							

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#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NA	Nil	Nil

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NA	Nil	Nil	Nil

No file uploaded.

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Green lands with trees and plants
- Students, staff using a) Bicycles b) Public Transport c) Pedestrian-friendly roads
- Plastic-free campus
- Paperless office
- Waste Management

## 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

Our vision is to train the students to become quality executive with high standards of professionalism as well as morality and ethics using our excellent resources, infrastructural and technological support in all the streams. We believe in all round development of the students' personality. In this era of economic liberalization, globalization and technological super-advancement our aim is to put quality education in the light of Swamiji's vision of spreading education throughout the society. Our mission is to harmonize the traditional Indian values with the new values brought through the progress of science and technology and bring forth an all-round development of the students with focus on innovation and improvement. Propagation of advanced and modern education on the firm grounds of our own philosophy and culture. We strive to make the college a centre of excellence and satisfaction with the highest levels of academic standard.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.rerf.in/about.php>

## 7.3 – Institutional Distinctiveness

#### 7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The vision of the institution is the total development of the personality of the students. To this end, the institute organizes various activities which have improved the character and depth of the personality of the students and the academic performance of the students teachers regularly follow the basic lessons of the prescribed curriculum. Regularly, class tests, unit tests, quality tests, semester tests, and penultimate tests are carried out on a schedule that has improved students performance on university exams. Sometimes seminars, workshops, quiz contests, essay contests are organized. Guest lectures are conducted. We launched "One Plant One Student" as a program in college. This program instilled an environment and awareness among the students. A green audit is in place in the establishment. There are qualified teachers and non-teaching staff in the subjects, but some positions are vacant. Student numbers are increasing year after year. The institute needs more infrastructure facilities to strengthen this institution. all-around



Provide the weblink of the institution

<https://www.rerf.in/>

### **8.Future Plans of Actions for Next Academic Year**

The future plans of Action for the Academic Year 2020-2021 are 1. To improve infrastructural development and confirm interactive feedback, exploration monitoring. 2. To organize interdisciplinary seminars, workshops, conferences. 3. To alleviate the faculty strength on similarity with the expectation of industry requirements. 4. Improving Industry-Institute interaction. 5. To increase the number of advanced projects and start-ups and improve students placement with the higher package in dream corporate. 6. All the faculties would be encouraged to make and upload their lectures in soft form (video). This will progress eminence in education and will advantage students and faculty of the institute and strengthen the Teaching - Learning process. 7. Creating awareness of intellectual property rights among faculty and motivating them to apply for patents. 8. To increase publication of research papers in reputed journals with good impact factor. 9. NPTEL course completion is a systematic activity and hence every faculty and students is encouraged to take up professional courses to enhance their skills. 10. Executing Internal Academic Audit of all the Departments of the College.