Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**RAJENDRA ACADEMY FOR TEACHERS' EDUCATION**
Name of the head of the Institution	**Prof. (Dr.) Baishnab Charan Swain**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03432538468**
Mobile no.	**7003463856**
Registered Email	**principal@rajendraacademy.com**
Alternate Email	**rewt.dgp@gmail.com**
Address	**Vill - Gopalpur, Post- Gopalpur, Ps- Kanksa**
City/Town	**Durgapur**
State/UT	**West Bengal**
Pincode	**713212**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr. Madhumita Baidya**
Phone no/Alternate Phone no.	**03432538468**
Mobile no.	**7797826666**
Registered Email	**principal@rajendraacademy.com**
Alternate Email	**rewt.dgp@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://rajendraacademy.com/Uploads/25042020011946/03182021150700031820211150346AQAR%20REPORT%202018-2019.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://rajendraacademy.com/Uploads/29042020123609/04302020155517Academic%20Calander%202019-2020%20(1).pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	**B**	**2.25**	**2016**	**02-Dec-2016**	**01-Dec-2021**

6. Date of Establishment of IQAC	**02-Jan-2012**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
International Conference	14-Feb-2020 2	250
Inspection for UGC 2(f)	10-Mar-2020 1	60
Research activities.	12-Aug-2019 90	15
First Aid Training	17-Jan-2020 3	116
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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
NIL	0	NIL	2020 0	0
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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 :	**8**
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)

Completed one minor research project on Action Research. Registration of Alumni Association. Collaboration with esteemed organizations. International Conference on "Dynamics of Teacher Education Across the Globe: With Reference to India" First Aid Training organized by Indian Red Cross Society.

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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
Students Support Programme	Achieved
Collaboration with various Organization	Collaborated
Account open for Library Development	Completed
Introduction of English Language Skill Development programme	Introduced
Research activities.	Continued
Registration of Alumni Association.	Achieved
UGC (2f) Recognition	Inspection Completed
Conduct of International Seminar/Conference/Workshop.	Achieved
Reform Staff Council.	Achieved
[View File](#)	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
REWT	02-Mar-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	05-Mar-2020
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2021
Date of Submission	14-Apr-2021
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	MIS 1. Attendance and course tracking system ? Admission Record are computerized and data base is maintained and share with IPOMO ? Students details of class with subject and Elective subject ? Time Table and Academic Calendar ? Attendance can be

recorded live for individual students ? Students are provided with individual account with log in and password ? Login password are provided for Chairman sir and principal to access and track student information regularly(Admin both) ? Attendance status report for Individual Students ? Internal Assessment marks are displayed on IPOMO and accessible to students and parents. ? Communication system is integrated with attendance so that automatically SMS is generated for parents weekly in order to help them track attendance of their wards. ? SMS is sent to students as per data base maintained regarding important information. ? Student feedback on a faculty performance is taken on mobiles, analyzed and reports generated. 2. Digital Engagement Rooms/ App for Campus Activities ? Campus notifications, circulars ? Announcement and documentation of events and programmes. ? Placement updates 3. HRMS ? (Human Resources Management Services) is used to maintain records of salary, promotion, increments, etc. for aided staff. 4. Scholarships ? Data and record maintenance of scholarship application and disbursal. 5. Finance and Accounts ? Salary disbursement, Provident Fund, Professional Tax EST, TDS deductions and IT Payments are made through online systems with data maintained in systems. ? All expenditure records are computerized, enabling immediate crosschecking and providing data for preparation of budget. ? Fee modules for students with payment getaway integration. 6. University payments ? Payment of university admission fees and examination fees (including revaluation, marks card change) online is integrated with computerized data base of students.

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

Rajendra Academy for Teachers' Education follows the prescribed syllabus of the affiliating University and Board. For M.Ed course CBCS (Choice Based Credit

system) guidelines of West Bengal University of Teachers' Training, Educational Planning and Administration, for B.Ed course CBCS (Choice Based Credit System) guidelines of The University of Burdwan and for D.El.Ed course the guidelines of West Bengal Board of Primary Education are followed. In course of curriculum planning and its execution the schedule of academic calendar is strictly followed. Curriculum aspects were designed for qualitative learning with multiple skills for developing the professional competence of the prospective learners. The Institute is committed to holistic development of the teacher trainees through academic, co-curricular and outreach programmes. Teaching, learning and evaluation schedules are followed as per Academic Schedule/University /Board guidelines. Apart from traditional classroom teaching, unit tests, field work, assignment, projects, seminar, group discussion, etc. The prospective learners are given exposure to the contemporary developments with professional integrity. Faculty members initiated numerous strategies for bridging the gap areas through mentorship, tutorial and remedial teaching. For effective curriculum implementation proper framework is prepared by the Faculty members before the commencement of the session. Detail academic schedule with the contents and activities are provided to the students which are monitored by the Class Coordinators, Head of Departments and members of IQAC. The progresses of the students are monitored continuously and learning objectives are reviewed at departmental meetings. Considering the Pandemic situation from Covid 19 and imposition of Lock down by the Government the College took several initiatives for continuing the curriculum transaction through online platforms. Classes of M.Ed, B.Ed and D.El.Ed were conducted using Google platform and WhatsApp group by the teachers. Students were thoroughly guided and supported by the teachers through digital platforms. The study materials and other academic information were shared online to the learners as per the requirement of students for fulfilling the academic objectives. The learners were also exposed to multiple skills with contextual inputs. Webinars and interactive sessions were organised for the teacher trainees in order to expose them with multiple competencies amidst Covid 19 pandemic. Curriculum planning and implementation were executed by considering the requirements of pre-semester, semester and post semester aspects. The Principal of the College conducted regular meetings with the faculty members in order to ensure that the academic and non academic requirements were achieved. Regular interaction with the respective departments ensured that the lecturers were completed in time and progress of the students was monitored through continuous evaluation. For the slow learners' remedial classes, tutorials, special sessions were also organized. Aspects of curriculum provided not only curricular aspects but also co-curricular and extracurricular components for holistic development of the teacher trainees.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
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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
Nill	NIL	Nill

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
NIL	Nill	Nill

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MEd	Secondary Education	45
BEd	Teacher Education	199

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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	Yes
Parents	Yes

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

Feedback Obtained

The Institute obtained feedback from the stakeholders, i.e. students, parents, teachers and alumni. Their responses were analyzed in order to enhance the overall quality of functioning both academic and administrative. Feedbacks were obtained on regular basis about the facilities available and the learning resources. Review of the existing infrastructure and learning resources are carried out by the respective committees and recommendations are made for up gradation of the physical, academic and support facilities. Feedback was also obtained from the faculties, resource persons and other stakeholders for accommodating with the emerging trends. Structured feedback was also obtained from the students, alumni, parents and other experts for periodical review of the programme. The respective faculties take into account the various feedbacks with the purpose of reviewing the course objectives, contents, learning outcomes and assessment tools as well as adhering to the upcoming recommendations. Feedback was also obtained from the experts for defining the curriculum and programme. Students' feedback was also obtained for making the teaching and learning process more effective. Students' Feedback: Feedback from students was obtained during the academic year. This feedback focused on teaching and learning as well as curricular aspects. Expectation of the

students and contemporary changes were balanced through structured process. The main purpose of students' feedback was to achieve learning based outcomes. General Feedback: Feedback was also obtained on regular basis from in respect to the common facilities provided by the College. This feedback covered laboratory facilities, ICT resource centre, canteen, hygiene, hostel accommodation, security and cleanliness. Priority areas were considered after due approval from the Honourable Chairman. Teachers' Feedback: Feedback from teachers was also obtained on academic and allied matters. Data obtained from this feedback were shared with the respective departments for enrichment and enhancement of quality based learning. Course related feedback were also taken into account by the respective teachers and shared with the Head of Departments. Parents' Feedback: Parents' feedback was also obtained through regular Parent Teacher Meeting (PTM). This feedback focused on communicating with the parents of the progress of their respective wards. Interaction with the parents facilitated the areas to be emphasized for overall success of their wards. Suggestions and expectations of the parents were noted and discussed at length and appropriate action was taken. Alumni Feedback: Alumni of the College who has entered into the teaching profession or in other job or enrolled to pursue higher studies hared their views in terms of institutional facilities which have helped them in moving in their career. Moreover the alumni also provided inputs for the current students in order to show them the path of success and future planning. Meetings were held by the Alumni association and feedback taken for incorporating the necessary changes with broader perspectives.

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
BEd	Teacher Education(Secondary)	200	231	200
MEd	Teacher Education	50	66	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	200	44	67	10	8

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	Numberof smart classrooms	E-resources and techniques used

67	32	25	2	1	1

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<div align="center">View File of E-resources and techniques used</div>

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

Mentorship is an important role in an educational institution for overall improvement of the students and hence for the institution itself. It is to support, guide and encourage students to manage their own learning in order that they may maximize their potential, develop their skills, and improve their performances. In our institution, Rajendra Academy For Teachers' Education, mentor-teachers provided an arena to student- teachers to develop professional skills through supervising the planning of a student-teachers professional experience program. A part from developing professional skills the mentors also tried to give all possible supports to their mental health and well-being. The mentors built a good rapport with the student-teachers so that mentors can counsel the student-teachers easily whenever it's required for their behavioral development. Mentors kept a continuous observation over their learning development. To assess their learning development the mentors continuously checked Assignment, Practicum, Project and Internship reports and also recorded their attendance. To equity reflects through the remedial classes always. Thus remedial classes arranged by the mentors in our institution, really made a difference in their attitudes and performances. Hence the mentor-teachers took a great initiative to motivate the student-teachers to make desirable changes in their personal as well as professional development through providing adequate guidance and assistance in all possible ways. And finally, in our institution, Rajendra Academy for Teachers' Education, the mentor-teachers prepared four reports during each semester with detail description of their observation and interpretation of the student-teachers performances on various areas with nitty-gritty. There was a group of eight-ten students-teachers under each mentor-teacher.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
755	67	1:11

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
28	28	Nill	28	2

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
Nill	NIL	Nill	NIL

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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
BEd	54	4TH	12/10/2020	18/11/2020
MEd	Nill	4TH	09/10/2020	31/10/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Evaluation of each course is done through internal assessment and semester end examination. Schedule of internal assessment is communicated to the students and faculty members at the beginning of the semester through academic calendar. Internal evaluation is done on continuous basis in order to assess the performance of the learners. For the process of evaluation of M.Ed students the rule of West Bengal University of Teachers' Training Education Planning And Administration, rules of The University of Burdwan for B.Ed courses and rules of West Bengal Board of Primary Education were followed for D.El.Ed Courses. Continuous internal evaluation was conducted with student centric approach. Evaluation was done through unit test, test exam, midterm exam, assignments, project, field work, etc. Due to Covid 19 pandemic, digital platforms were used for assessing the performance of students. Feedback had been shared with them and slow learners were provided necessary inputs. This facilitated in improving the academic performance of learners. The internal evaluation focused on comprehensive development of the trainee teachers.

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

The Academic Calendar had been prepared by the College at the beginning of the session. Principal of the College conducted meetings with IQAC, HODs and Coordinators, Examination Committee, and different faculty members. Academic Calendar was prepared as per the norms of affiliating University and Board. The main purpose of scheduling the activity details in the Academic Calendar was to enable the respective departments to plan for the academic, curricular and co-curricular activities. It facilitated the students to progress towards course and programme specific objectives. The Academic Calendar was prepared keeping in view the Vision and Mission of the College. All the activities of an academic year are planned in the beginning of each academic year and the academic schedule was discussed in the joint meeting with faculty members under the chairmanship of Principal. The academic committee reviewed it t and finalized the academic calendar. Dates for conducting different scholastic and co-scholastic activities were included in the academic calendar. Tentative dates of observation with examination, assignment, field studies, project work, and dissertation had been mentioned. If any alterations or changes had been made in the academic schedule it was communicated to the students, faculties and other staffs. Details of Academic Calendar was uploaded at College website and circulated to the students and respective departments in advance. Though we have a specified academic calendar but we couldnt follow this due to sudden outbreak of corona pandemic. Exam schedule has been delayed by several months. Syllabus has been covered through online classes but some field practicum internship programme did not conduct due to pandemic.

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)

http://rajendraacademy.com/Uploads/29042020123555/05272020130505Programme%20Outcome%20_%20RATE.pdf

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
Nill	MEd	Teacher	43	42	98

| 54 | BEd | Teacher Education (Secondary) | 195 | 195 | 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)

http://www.rajendraacademy.com/Uploads/29042020123927/03252021132459SSS%2020 19.pdf

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
Minor Projects	90	REWT	280000	280000

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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
NIL	NIL	

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
NIL	NIL	NIL	Nill	NIL

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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
NIL	NIL	NIL	NIL	NIL	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	Nill

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)
Nill	NIL	Nill	0

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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
M.Ed	5
B.Ed	3

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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
NIL	NIL	NIL	Nill	0	NIL	Nill

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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
NIL	NIL	NIL	Nill	Nill	Nill	0

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	73	10	Nill	Nill

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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
Certificate of First Aid Training	Indian Red Cross Society, Durgapur	25	116

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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
NIL	NIL	NIL	Nill

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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 activites	Number of students participated in such activites
Awareness	Govt. of India	Swacch Bharat Pledge	43	135
Awareness	Govt. of India	Beti Bachao Beti Padhao	46	224
Awareness	Asansol Durgapur Police Commisionorate, Govt. of West Bengal	Abhaya App	57	126
Awareness	IQ City Hospital, Durgapur	Health Awareness	38	156
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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
NIL	NIL	NIL	0
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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
Teaching Internships	School Internship(Elementary	Gopalpur Free Primary School,Kuldiha Free Primary School,Arrah Free Primary School,Bamunara Adibashi Free Primary School,Uttar para Free Primary School,Sukanta Free Primary School,Vidyasagar Free Primary School,Mitali Vi	Nill	Nill	NIL

Teaching Internships	School Internship(Secondary	DPL New Boys,Bidhan Institution For Boys,Biruidiha High School,Rai Rani Girls School,Kanksa Boys'High School,Arrah MSK School,Gopalpur High School,Malandighi High School,Uttarpara Junior High school, Gopalpur Girls High School,Nepali para Hindi H.S.Sch	16/08/2019	30/12/2019	199
Teaching Internship	College Internship(For M.ED)	Steel City College of Education,Durgapur Institute of Management Science,Durgapur B.Ed College, Rajendra Academy For Teachers' Education	01/11/2019	30/11/2020	45
		[View File](#)			

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
Sri Aurobindo Society, Puducherry	13/01/2020	International Conference on "Dynamics of Teacher Education Across the Globe: With Reference to India"	360
Indian Red Cross Society, Durgapur	10/01/2020	First Aid training, emergency management, life saving techniques.	294

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
150000	125195

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing

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 patially)	Version	Year of automation
KOHA	Partially	3.18.03.000	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	12871	1303418	336	59675	13207	1363093
Reference Books	1235	308750	84	17050	1319	325800
Journals	175	89223	6	3850	181	93073
Others(specify)	Nill	12000	Nill	Nill	Nill	12000

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
NIL	NIL	NIL	Nill

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/	Others

								GBPS)	
Existing	54	18	30	0	0	8	10	0	18
Added	4	5	4	0	0	2	0	0	0
Total	58	23	34	0	0	10	10	0	18

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

100 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
NIL	**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 incurredon maintenance of physical facilites
150000	**125195**	**100000**	**78353**

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)

Rajendra Academy for Teachers' Education was established in 2009 with the objective of imparting qualitative teacher training courses. The IQAC Cell was framed for maintaining the academic standards along with the quality sustenance for capacity building. The College has established the procedures and norms for maintaining and utilizing the physical, academic and support facilities like laboratory, library, classrooms, computers and sports ground. The policy details of the norms and procedure for maintaining and utilizing physical, academic and support facilities approved by the Management are as follows: Framing of Action Plans based on the recommendations of various Committee of the College. Planning and Control mechanism for maintenance activities. Budgetary allotment for the repair and maintenance job. Allotment of manpower for maintenance and repair works. Policies Procedure of Maintenance Institute prepares the integrated budget for maintaining and utilizing the infrastructure facilities. Institute provides fund to different committee for maintaining and repairing. The allocated funds are used by monitoring committees such as Purchase committee, Repair and maintenance committee, Sports Committee, Library committee, Lab Maintenance Committee, etc. of the college. For achieving of the vision of institute, to maintain the qualities, following are the policies:- The Stock Registers are maintained by the respective departments. Annual stock verification is done by concerned Head of the Department and the report is submitted to the Principal's Office. The maintenance of Computer Laboratories are done by Laboratory in Charge along with Laboratory Attendant. Swachhata Committee is responsible for Cleanliness of the College. Landscaping and maintenance of lawns is done under the supervision of Gardening Committee. The Principal monitors overall maintenance of the campus through regular inspection. Hostel facilities are monitored by the Hostel Committee. Purified drinking water is provided by the Institution under Swachchata Committee. Repairing work is done by Maintenance Committee. IT infrastructure such as computers, internet facilities including Wi-Fi and broadband, updating of software is done by the Lab Assistants. Wooden furniture, electrical fittings,

plumbing etc, are properly maintained. The maintenance of the Reading Room and stock verification of Library books is done regularly and report is submitted to the Principal. The Sports Committee monitors the sports ground for events and games .Sports accessories are also periodically checked and added by the Committee after due approval from IQAC. Beautification committee maintains the beautification and decorum of the college. Classroom maintain by the maintenance committee and Swachhata committee regularly. Other Maintenance College Security Hostel Security Housekeeping Power backup and DG Water Purifier cum Cooler Air conditioners Fire extinguisher Photocopy cum Scanner UPS CCTV Cameras Biometric Machines Class Room

http://rajendraacademy.com/Site/Pages/Default.aspx?Page=Maintenance%20&Id=18062018023730

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
Financial Support from Other Sources			
a) National	NATIONAL SCHOLARSHIP	1	Nill
b)International	NIL	Nill	0
View File			

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 implemetation	Number of students enrolled	Agencies involved
NIL	Nill	Nill	NIL
No file uploaded.			

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 passedin the comp. exam	Number of studentsp placed
2019	NET/SET COACHING	90	Nill	1	Nill
2019	WBTET/CTET	87	Nill	Nill	Nill
View File					

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
2	2	30

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	Nill	Nill	NIL	Nill	Nill
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	4	D.El.Ed	Education	The University of Burdwan,Netaji Subhas Open University, Kazi Nazrul University	B.A, B.Sc,M.Sc
2020	4	B.Ed	Education	Rajendra Academy For Teachers Education	M.Ed
View File					

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
Nill	Nill
No file uploaded.	

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

Activity	Level	Number of Participants
World Music Day Celebration	College	164
International Yoga Day	College	293
Observation of Rabindra Jyanti	College	246
Holi: the festival of colours	College	159
Saraswati Puja	College	428
Annual Sports	College	346
Gandhi Jayanti Quiz	College	168
Tashanbaaz , RED FM Competition	College	261

Independence Day Observation	College	205
Death Anniversary of Rabindranath Thakur	College	112
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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
Nill	NIL	Nill	Nill	Nill	NIL	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)

Students Council is the representation of students. The Institute provides necessary supports through Students Council for organizing various activities and events. It provides an opportunity to the students for strengthening their leadership skills through active participation in various curricular and co-curricular activities. Main activities of Student Council were as follows. (1) Organizing of various cultural activities and sports events for students. (2) Participation in extension activities and awareness programme like Swachh Bharat, tree plantation, yoga, etc. (3) Maintenance of institutional discipline. (4) Providing suggestions to the core committee and Principal. Student representatives were included in the following committees. Alumni Association Magazine Committee Anti Sexual Harassment Committee Grievance Cell Sports Committee Cultural Committee

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes the Institution has registered Alumni Association. Alumni are the representative of the Institution who carries the message of success to the society at large. They are the significant stakeholder as well as an integral part of institutional development. Effective alumni relationship begins with providing a successful experience to the prospective learners. Alumni Association of Rajendra Academy (AARA) is the formal body of the alumni which acts as a bridge between the past and the present. The Alumni Association has been registered under West Bengal Societies Registration Act, 1961.It is a confluence of all those who studied in the Institute and are well established in their respective fields. Alumni share the resources for significant and mutual benefit over the time along with their nostalgic experiences within the Alma -mater. The main objectives of alumni association were as follows. 1. To promote and foster mutually benefit between Alumni and the Institute. 2. To encourage the Alumni to take active role in the development of the Institute. 3. To support the placement activities for the students. 4. To mentor the students for higher education and professional challenges. 5. To provide support for sports and co curricular activities. 6. To encourage and guide the students for entrepreneurship. 7. To guide students on various professional avenues available and assist them through expert advice, seminars, lecture series etc. 8. To encourage and support the learners for sports, cultural and extracurricular activities. 9. To facilitate in environmental conservation,

pollution prevention and social awareness. 10. To arrange blood donation, health awareness camps and other welfare activities in collaboration with the Institute.	

5.4.2 – No. of enrolled Alumni:

60

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni meeting was successfully organized on 23rd January,2020 in which many of the previous pass out students attended.

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 democratic approach and ideal management principles in managing the overall activities. It believes in the process of decentralization and participative management. Through the practice of decentralization in decision making, framing of policies, planning, administration and office management the qualitative measures are adhered to. Collective leadership is being reflected through the delegation of tasks among all. Principal is the Administrative and Academic Head followed by the Departmental Heads. The culture of decentralization and participative management is being followed covering all the stakeholders in scheduled functioning of the Institute. Administration is the backbone of the Institution. College administration has a significant role in leading and supporting the policies, programmes and initiatives which are associated with the vision and mission of the College. Administration ensures smooth functioning of Admission procedure, maintenance of records and documents, supervision and maintaining the ideal environment. Faculties maintain cordial relationship with the students and other stakeholders. They execute the policies and programmes constructively. Faculty members represent ethics and professionalism. Head of the Department supervises the teaching plan of the respective departments. They are entrusted with the responsibility to discuss and solve the issues at departmental level with the faculty members after due consultation with the Principal. Departmental records are maintained and activities are planned for enhancing the teaching and learning process. Various Committees are formed with active involvement of the teaching, non teaching staff and students. Regular meetings are held among the Committee members, faculties and other stakeholders under the leadership of Principal for discussing the matters of strategic importance. All the team members express their suggestions and share their inputs for institutional excellence.

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
Human Resource Management	Supporting and providing facilities to the faculty members for

	participating in refresher and orientation courses. Arrangement of hands on training in computers and office management. Organization of workshop on how to balance between life and work place. Self appraisal of the teachers through structured mechanism. Grievance redressal cell, ant ragging committee, sexual harassment committee. Health checkup of teachers, non teaching staffs and students.
Curriculum Development	Curriculum consisted of divergent thinking, field studies, practicum, group activity, seminar and presentations. Curricular aspects were transacted through inter disciplinary and multi disciplinary approaches. CBCS norms were followed for M.Ed and B.Ed courses. Contemporary contexts were incorporated in the curriculum for holistic development among the learners
Teaching and Learning	Teaching and learning comprised of classroom learning, e learning and use of varied learning resources. Learning through field work, assignments, presentations and participation in different seminars were the integral component of teaching and learning. The entire focus was on skill development and enhancement of professional exposure.
Examination and Evaluation	Examinations were conducted as per University schedule. Internal examinations were also organized in order to assess the overall performance. Evaluation norms and process were communicated to the students through orientation and academic calendar. Apart from examinations, project work, assignments, debates, group discussions, power point presentations, dissertation, seminar and conferences were also included in evaluation. Evaluation was done semester wise continuously.
Admission of Students	The process of admission to various courses of study was done online as per notification of affiliation University and Board. Merit list was prepared and grades were computed through software. Admission fees and other fees were deposited through online mode only. Student database were maintained in soft copies as well as through files.
Industry Interaction / Collaboration	Collaborative efforts were made with

	leading organizations for activity based learning with professional enrichment. Memorandum of Understanding was signed with Indian Red Cross Society, Durgapur branch for common minimum programme with First Aid Training and Emergency Management. Collaboration with Sri Aurobindo Society, Puducherry was done for knowledge transfer and spiritual enhancement with sharing of experiences.
Library, ICT and Physical Infrastructure / Instrumentation	The physical infrastructure of the institute caters to diverse needs. LCD Projectors were installed in smart classroom with audio visual aids. Wi-Fi is available throughout the campus. Library of the College catered diverse student needs and responds to their suggestions for collection development and also improvements are made in service extended to students. Library was enriched with textbooks, journals, e resources.

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

E-governace area	Details
Student Admission and Support	Admission database including merit list preparation with rank are done online as per affiliating University and Board guidelines
Finance and Accounts	Fees collected from students and other expenses are maintained on regular basis in Tally ERP.

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/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	Nill	NIL	NIL	Nill
No file uploaded.				

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)
2019	National	NIL			100	1

	Seminar on Ethics and Literacy		05/11/2019	05/11/2019			
2020	International Conference on Dynamics of teachers education Across the Globe with Reference to India	NIL	28/02/2020	29/02/2020		230	10
2020	Impact of Covid 19 on Teaching Learning Process: Challenges and Solutions	NIL	30/06/2020	30/06/2020		250	5
Nill	Workshop on First Aid and Emergency Management	NIL	23/01/2020	27/01/2020		25	116

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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
NIL	Nill	Nill	Nill	0

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
28	28	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Casual leaves, Medical leaves, Special leaves, Maternity leaves, support to attend seminar/workshop/conferences/faculty development programmes/refresher	Casual leaves, Medical leaves, Privilege leave, Maternity leave, subsidized transportation, Annual Appraisal	Tuition fee waiver, free transportation, Merit cum means scholarship, Study loan, Student Development Fund

courses, subsidized transport, performance appraisal, leave for Ph.D.	

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 has well established mechanism for conducting Internal and External audits on the financial transactions in order to ensure financial compliance. Income and expenditure details are thoroughly verified through Internal Audit and the report is submitted to College Management. Financial Audit is being conducted by the Auditor- Mr. Amit Kumar Associates. Process of Internal Audit: Vouchers are audited by the Financial Department of the College. Expenses which are incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found it is brought in the notice of the Principal and necessary rectification is done. Process of External Audit: Accounts of the College are audited by a Chartered Accountant Firm. The auditor ensures that all payments are duly authorized by competent authority. Final Audit Report is sent to the Management for review. Focus of entire audit work is to ensure transparency in financial matters as well as maintaining the statutory obligations.

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
NIL	0	NIL
No file uploaded.		

6.4.3 – Total corpus fund generated

12642504.39

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	Yes	THE PROGRESS A journey towards Perfection Institutional Enrichment programme Sri Aurobindo Yoga and Knowledge Foundation Village: Funda, Tehsil: Patan,District-Durg, Chattisgarh 491111, India	Yes	Joint Audit of Governing Body IQAC Executive Committee, Rajendra Academy for Teachers' Education
Administrative	Yes	THE PROGRESS A journey towards	Yes	Joint Audit of Governing Body IQAC

	Perfection Institutional Enrichment programme Sri Aurobindo Yoga and Knowledge Foundation Village: Funda, Tehsil: Patan,District-Durg, Chattisgarh 491111, India		Executive Committee, Rajendra Academy for Teachers' Education

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

(1)Regular Parent Teacher Meeting for discussing the progress of their wards. (2) Suggestions on academic and administrative aspects. (3) Feedback collected, analyzed and implemented for qualitative enhancement.

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

(a)Technical competency with hands on training in computer operation. (b) Training on First Aid and Emergency management through collaboration with Indian Red Cross Society. (c) Sessions on soft skill development and communication techniques.

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

(i) Inspection by Core team for UGC 2(f). (ii) Two days International Conference on "Dynamics of Teacher Education Across the Globe: With Reference to India" (iii) Encouraging teachers to register for Doctor of Philosophy(Ph.D)

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	Yes
d)NBA or any other quality audit	No

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	International Conference on 'Dynamics of Teacher Education Across the Globe: With Reference to India'	14/02/2020	28/02/2020	29/02/2020	230
2019	Research activities.	15/07/2019	12/08/2019	21/02/2020	25
2020	First Aid Training	17/01/2020	23/01/2020	27/01/2020	116
2020	Inspection for UGC 2(f)	10/03/2020	05/03/2020	05/03/2020	65

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
NIL	Nill	Nill	Nill	Nill

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
The following initiatives were taken by the College for environmental protection and sustainable practice. • Plastic free campus. • Smoking free campus. • Reduction of Electricity consumption through LED, CFL electrical fittings and fixtures. • Campus maintenance through nurturing of greenery. • Water saving conservation with minimum wastage.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nill
Scribes for examination	Yes	1

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
Nill	Nill	Nill	Nill	Nill	NIL	NIL	Nill
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
Handbook of Rajendra Academy For Teachers' Education	18/02/2020	The Handbook of Rajendra Academy For Teachers' Education is a code of conduct for students, teachers, Principal and Governing Body. It is based on the norms, rules, values, vision and mission of the Institution. Faculty guidelines are provided for the teaching staffs with the organizational expectations and their

responsibilities. Students were oriented to the code of conduct for academic, non academic and institutional requirements. and transfer of knowledge with professionalism were the key components for the handbook. The Handbook is uploaded in the website for the convenience of stakeholders. Periodical reviews were done as per institutional requirement

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Observation of Independence Day	15/08/2019	15/08/2019	350
Teachers Day Celebration	05/09/2019	05/09/2019	571
Institute Foundation Day	18/09/2019	19/09/2019	840
A talk on Gandhian philosophy and ideology	20/11/2019	20/11/2019	472
Founders Day Celebration	25/12/2019	25/12/2019	590
Netaji Subhas Chandra Jayanti	23/01/2020	23/01/2020	224
International Mother Language Day	21/02/2020	21/02/2020	307
International Womens Day	03/08/2020	03/08/2020	176
World Environment Day	05/06/2020	05/06/2020	361
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The following eco friendly initiatives were taken by the College. (a) Plantation of new saplings with seasonal trends. (b) Cleaning the campus under Swachh Bharat Abhiyan. (c) Sensitizing the students and others on environmental protection. (d) Segregation of bio-degradable and non bio-degradable wastages. (e) Restricted usage of chemicals and hazardous materials in laboratories.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The following Best Practices were followed: Best Practice 1: First Aid and Health Awareness Programme: This is a certificate introduction program to first aid training. It gives awareness to everyone about first aid treatment that can

be given to someone who suddenly fell ill or injured. This program consists of explanation and demonstration of first aid knowledge and skills. First aid is applied to injured or ill persons in any health threatening settings in order to save life, prevent degradation of the situation or contribute to a treatment process. In cases where a person will need help from a medical practitioner or nurse, first aid is treatment for the purpose of preserving life and minimizing the consequences of injury and illness, until such help is obtained. First aid covers initial treatment of any injury or ill-health suffered at work whether the cause is work related or not. An employer is required to provide adequate and appropriate facilities and equipment to enable first aid to be rendered to individuals if they become injured or ill at work. Trainees, undertaking work experience, have the same status as employees. This statutory duty is discharged as a line management responsibility at school or college First aid is the initial assistance or treatment given to the students or employee at the site of accident to someone who is injured or suddenly taken ill, before the arrival of ambulance. The following objectives are laid down to achieve the goal of the best practice activities: (i) To develop the knowledge and skills on first aid. (ii) To enable the students in recognizing the critical and life saving conditions for first aid. (iii) To prevent the escalation of illness or injury (iv) To promote recovery norms from any type of casualties. (v) To make an awareness for incidence reporting for preserving and rescue of life. Best Practice 2: Mentoring System: The process of Mentoring is an individualized form of counseling and guidance activities. It addresses the needs of the students to have a friend, a counselor and a confidante on the campus. The practice is aimed at fostering a better rapport between the students and the teachers at a personal level. Effective mentoring begins with the faculty and depends upon the healthy relationship between faculty and students. The following objectives are laid down to achieve the goal of Mentoring as best practice: (i)To achieve the learning objectives. (ii) To decentralize the responsible and duties of the teacher educator. (iii) To establish a vibrant relationship between the teachers and the students that will ensure responsible behavior and discipline. (iv)To motivate the students for their academic progress and guide or advice them whenever required. (v) To achieve the vision of the institution viz., to develop all round personality of the students on progressive lines. (vi)To provide a continuous learning process for both the mentor and the mentee.

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

http://rajendraacademy.com/Uploads/29042020123858/08112020130033Institutional%20Best%20Practice-%202019-20.pdf

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

Institutional Distinctiveness of Rajendra Academy For Teachers' Education is the unique institutional position of the College. The distinctiveness of the College shows what the Institution is known for to others. The efforts of Rajendra Academy for Teachers' Education pursue distinctiveness as a way of focusing intellectual energy and using the limited resources effectively to achieve the goals. It is a central theme around which the organizational excellence is shaped. The stakeholders get a sense of identity with the Institution and involve in the pattern of shared thoughts and actions. Institutional distinctiveness focuses on addressing the institutional concerns and the ways in which the entire campus can be identified through a common initiative. It reflects the uniqueness of the Institution. Institutional distinctiveness focuses on addressing the institutional concerns and the ways

in which the entire campus can be identified through a common initiative 1. Providing job opportunities through Placement Cell (On campus and Off Campus). 2. Providing Coaching to the all Trainee Teachers. 3. Development of professional skills. 4. Providing free transport services to all Trainee Teachers. 5. Familiar and conducive environment.

Provide the weblink of the institution
http://rajendraacademy.com/Uploads/29042020123906/08112020130233Institutional%20Distinctiveness%20-2019-20.pdf

8.Future Plans of Actions for Next Academic Year

Rajendra Academy For Teachers' Education is NAAC accredited Institute. The accreditation status and support by NAAC has helped the College in achieving academic standards. Future plans of the Institute are as follows. • Collaboration with various organizations and institutes for sharing of resources and intellect. • Under Graduate College with multiple disciplines. • Proposal for Integrated B.Ed College. • Proposal for Introducing of PhD course (Education). • Proposal for the introducing of Value added and Diploma courses. • Community outreach programmes with Village Adaptation Programme. • Conducting seminar, conference and workshop at various levels. • Extended Research in emerging areas and conduct Projects from various agencies. • National Service Scheme. • Strengthening the institutional alumni with various perspectives. • Capacity enhancement programmes for the trainee teachers. • Recycle, reuse and reduction of wastage materials. • Usage of E Resources. • UGC 2F 12 B recognition. • Digital classrooms.